



City of  
**Tega Cay, South Carolina**

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## **City of Tega Cay Winter Weather Operations Procedures**

The following Winter Weather Operations Procedures have been adopted by the City of Tega Cay. The Public Works Department will continuously stockpile sufficient quantities of roadway de-icing materials, equipment and supplies. The protocols below will be implemented when the National Weather Service provides a forecast bulletin which states a  $\geq 50\%$  chance of winter weather (snow/sleet/ice/freezing rain) for the Tega Cay area.

### **Pre-Event Operations:**

1. No later than 12 hours prior to the forecast event the City Manager, Operations Director and Public Safety management (Fire/Police/EMS) will meet to clarify key contact points between departments. Public Works supervisory personnel will be the direct contact for the police and fire departments during the event.
2. No later than 12 hours prior to the forecast event, a winter weather staffing schedule will be adopted. In the event the forecasted weather is scheduled for the night, no less than two Public Works staff members will be on-station at all times. Other Public Works staff will be on-call should additional staff be needed prior to their shift.
3. Within 12 hours of the forecast event, brine solution will be applied to City \*collector roads (see below) in the order listed as long as supply lasts to impede snow/ice accumulation. Brine solution will not be applied if rainfall precedes the forecasted winter weather event.
4. All maintenance vehicles and necessary equipment will be fueled, tested and at the ready no later than 3 hours prior to forecasted event.

### **Event Operations:**

1. Ice melt mixture will be spread on hills and \*collector roads when temperatures are below freezing. When temperatures are below 26 degrees, salt becomes non-effective for snow/ice treatment and therefore will not be applied. During periods with temperatures below 26, Public Works staff will conduct limited roadway treatment activities. Public Works staff will primarily support the needs/activities of our Public Safety departments.
2. Once \*collector roads have been addressed, public works will treat side streets on an as-needed basis.
3. The City of Tega Cay does not maintain the staff or equipment necessary to conduct snow removal/clearing activities on City-wide scale. The City's snow plow will be used to provide support to emergency vehicles/operations. In the event of snow accumulation greater than 2.5", the snow plow and other equipment may be utilized for limited clearing activities along the City's \*collector roads. The snow plow will not be used during ice accumulation due to freezing rain or rain proceeding freezing temperatures.
4. Public Works staff will use all necessary equipment to remove any fallen trees that encroach upon public streets. Tree debris will be left at the road edge until road conditions improve and such debris can be disposed of. Staff will not remove trees that have fallen on private property.
5. During winter related events, the Operations Director or the Public Works Supervisors shall notify the City Manager with a progress report. The City Manager will disseminate this information to City Council as necessary.

### **Post Event Operations:**

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| A. Replenish supplies. | C. Conduct internal operations analysis. |
| B. Repair equipment.   | D. Prepare event report.                 |

### **\*Tega Cay Collector roads**

*Tega Cay Drive; Hubert Graham Way; Windjammer Drive; Molokai Drive; Shoreline Parkway; Stonecrest Blvd.; Gardendale Road; Windward Drive; Point Clear Drive; Chestnut Hill; Gladiola Way; Coralbell Way; Orchid Way*