

Public Works Committee Report

Agenda Item: Discussion and possible action regarding Snow Removal Procedures
Meeting Date: May 18, 2021
Presenter: Howard Robinson, Public Works Director
Department: Public Works

Conformance with Strategic Plan:

- Affordability & Financial Stability
- Safe, Inclusive, Welcoming Community
- Diverse Opportunities for Fun and Life-Long Learning
- High Performing Organization with Professional Staff
- Environment for Business Success with Thoughtful Growth and Development

Summary

On February 17, 2021 the City Council received a complaint that a property had been assessed a re-inspection fee for snow removal. The City Council waived the re-inspection fee. On 3/2/2021 the City Council discussed the fee situation and referred action to the Public Works Committee for a recommendation for the future snow seasons.

Analysis and Key Issues

Currently residential properties are allowed 60 hours after a snowfall event ends to clear their sidewalks. Business/commercial properties are allowed 24 hours to clean their sidewalks of ice and snow.

If the sidewalk is not cleared by the owners I send a letter that indicates the deadline for clearing the snow. No fee is sent at this time.

If the sidewalk is not cleared upon re-inspection the owner is charged a fee for clearing the sidewalk by city workers and also an inspection fee is placed on the property.

A copy of the fee structure is included.

The caretaker of this property told the Council that the owner lived out of town and did not notify him in time to shovel the sidewalk. We only send letters to the owners and residents if there is a building on the property.

The Council would like to know if the public works committee would like changes to the procedure or leave it as it is currently enforced.

Fiscal Impact

If the warning letter is not sent, thus eliminating the “reinspection fee,” there would be a negative fiscal impact to the community. However, the elimination of the warning letter, may also



decrease the level of compliance which could result in additional fines that may not have occurred with the warning letter.

Attachments

- Longhenry Certified Letter
- Longhenry Shoveling Correspondence
- Common Council Minutes 03-02-2021
- Analysis of Code Enforcement Letters Sent
- Resolution 2017-05 Fees Changes – Snow, Ice Removal, Grass, Weeds, Re-Inspect Property
- Snow Clearing Cost Analysis
- Snow Letter Analysis – Mathews Email
- Snow Letters Analysis
- Snow Ordinance Survey Neighboring Cities February 2021
- Snow Removal Ordinance