

# Western Kentucky University Snow and Ice Response Plan 2020-2021



## Procedures for Snow Removal:

- The Intent of this snow plan is to standardize and document the Standard Operating Procedures taken by Facilities Management to combat a winter snow or ice storm. Every storm is different, with different starting times, temperatures, accumulations and durations. This plan identifies the general Facilities Management staff resources, equipment resources, areas of responsibility and general strategies for managing any given storm.
- Upon the determination that significant winter weather is imminent, a conference call with the Director of EHS, WKU Police, Facilities Management Director, Manager of Campus Services, Director of Parking and Transportation, University Provost, Media Relations Director, and other university key personnel (or their designee) will determine the risk of the conditions. Once the determination is made, the University Provost will inform the Media Relations Director that the university is either: open, late or officially closed.
- The Facilities Management Director and the Manager of Campus Services will monitor the weather conditions during non-working hours and will call in grounds personnel as needed.

**It is anticipated that completion of snow removal will be dependent on the total snowfall accumulation and subsequently the mechanical and chemical removal of the snow from sidewalks, streets and parking lots. In the event of the following weather conditions:**

**1. Snow flurries**

Power Sweep sidewalks and salt only as conditions require (minimum salt application rate)

**2. Sleet**

Power Sweep sidewalks and salt or calcium acetate mixture, minimum salt application rate, reapply as necessary. Use of DFM staff as needed.

**3. Freezing rain**

Manually scrape steps and handrails. Apply salt or acetate as necessary to street intersections, ramps walkways and high traffic corridors.

**4. 0” to 2” snowfall accumulation (End of storm)**

Power Sweep, plow and shovel as necessary. Apply salt or acetate as needed to street intersections, ramps walkways and high traffic corridors.

**5. 2” to 6” accumulation**

Power Sweep, Plow, Shovel to keep roadways and sidewalks open, Salt as necessary. If possible we will wait to salt large areas until snow has ceased. It is important to conserve as much salt as possible to ensure we have adequate stock for following storms. We will keep roads and main walks open, utilizing the Priority Route map and contracted assistance for major corridors and South Campus. *Activate our contingency plan involving outside contractors with heavy equipment.*

**6. 6+” of accumulation**

Continue to clear priority lots and walkways. **NO** chemicals will be deployed until the precipitation ceases as to not waste product. *Activate our contingency plan involving outside contractors with heavy equipment.*

## Standard Operating Procedures for Snow Removal

- All Campus Services personnel are to report to the Grounds Shop. The following assignments/routes will be given out for the following:

### MAIN CAMPUS

- Kyle Davenport      Campus wide Supervision
  - Brett Shain      Radio Dispatch/assignments
  - Terry Copas      Bobcat with Snow Pusher
  - Dustyn Brooks      #56 F250 Salt Truck with Plow
  - Joe Taylor      #199 3500 salt truck with plow
  - Spare      #176 F550 salt truck with plow
  - Kevin Gardner      G1 with blade and salt hopper
  - Casey Johnson      G2 with plow
  - Robert Funari      G3 with plow and salt hopper
  - Jeremy Mosby      G4 with plow and salt hopper
  - Jaxson Barnes      G5 with plow and salt hopper
  - Tanner Knutson      Grasshopper with broom
  - Michael Samec      Grasshopper with broom
  - ❖ Remaining Personnel      Snow shovels and salt buckets
- Assignments subject to change

### SOUTH CAMPUS

- Michael Haldeman - John Deere Plow/back up equipment and shovel

**Campus Services**

**Manager: Kyle Davenport 270-799-8925; #8**

Operations Coordinator: Brett Shain: 270-421-3818; #175

**Grounds Department**

<u>Name</u>	<u>Position</u>	<u>Radio #</u>
<b>Ashley Blessinger</b>	<b>Gardener</b>	<b>189</b>
<b>Robert Funari</b>	<b>Crew Leader</b>	<b>182</b>
<b>Joe Taylor</b>	<b>Crew Leader</b>	<b>193</b>
Casey Johnson	Equipment Operator	197
Kevin Gardner	Equipment Operator	180
Michael Samec	Equipment Operator	183
Jaxson Barnes	Equipment Operator	178
Jeremy Mosby	Equipment Operator	185
Tanner Knutson	Equipment Operator	190
Anthony Helson	Groundskeeper	176
Steven Howard	Groundskeeper	195
Mikey Cowles	Groundskeeper	179
Robert McGregor	Groundskeeper	184
James Beasley	Groundskeeper	187
Melanie Estelle	Groundskeeper	188
Bailey Fleming	Groundskeeper	
Larry Cooper	Groundskeeper	
<b>Vacant</b>	<b>Groundskeeper</b>	<b>191</b>

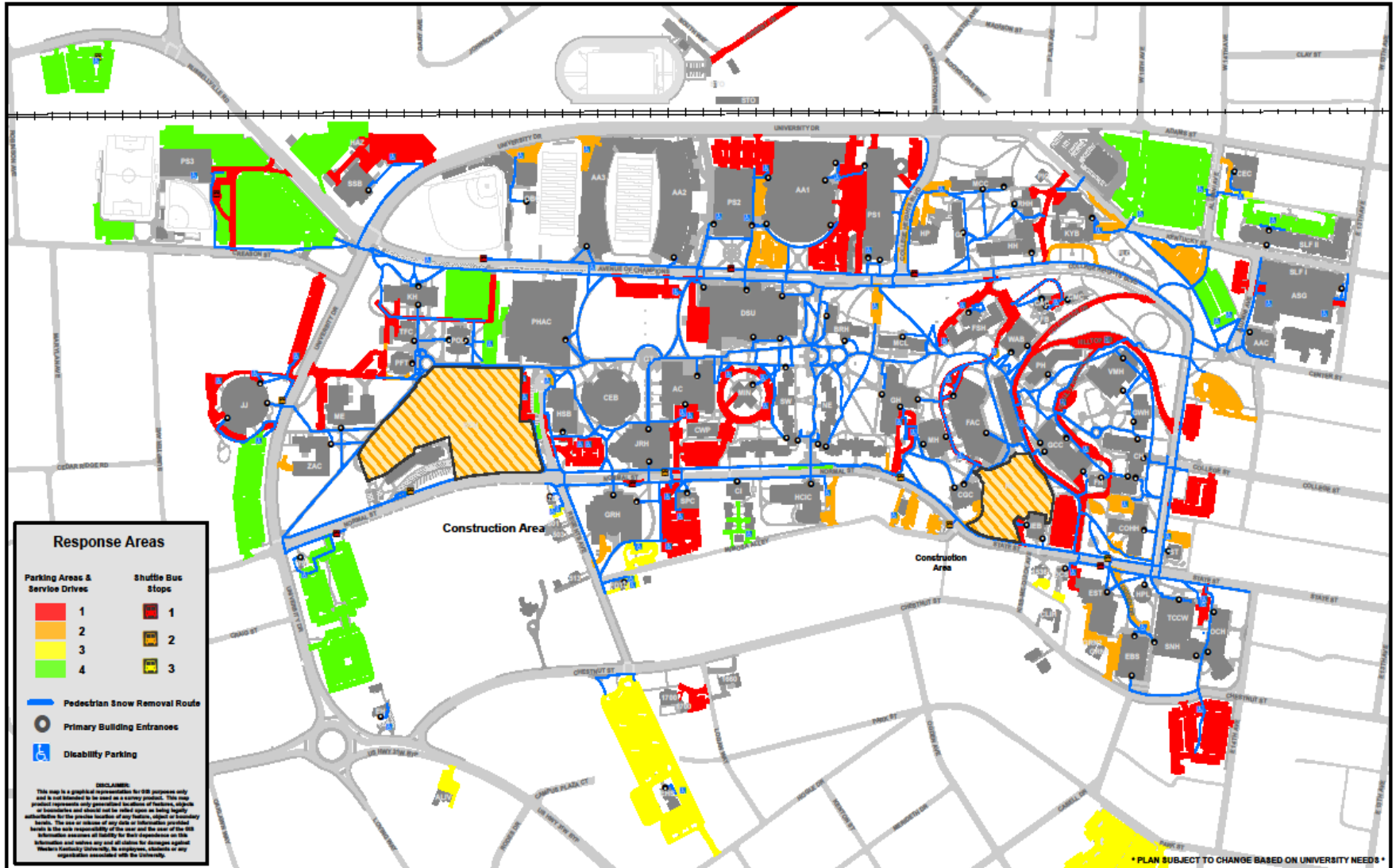
**Recycling/Surplus**

<u>Name</u>	<u>Position</u>	<u>Radio #</u>
<b>Dustyn Brooks</b>	<b>Team Leader</b>	<b>199</b>
Terry Grosh	Utility Worker	186
Bill Sleeper	Utility Worker	201
Terry Copas	Masonry/Compost	202
Chris Rados	Utility Worker	181

**South Campus**

<u>Name</u>	<u>Position</u>	<u>Radio</u>						
<b>Vacant</b>	<b>Area Leader</b>	<b>196</b>						
Mike Haldeman	Groundskeep	194						

# Snow Priority Route Map



**WINTER WEATHER RESPONSE PLAN 2020 - 2021**  
**WKU MAIN CAMPUS**

0 200 400 600 800 1,000  
Feet

November 30, 2020 EXHIBIT by: JRH

## Priority Areas to Be Cleared

1. Parking structure 1, 2 and 3
2. Police Department
3. Sidewalks marked in **BLUE** on the priority map
4. Designated ADA Building Entrances and Associated Ramps for Entrance
5. Downing Student Union
6. Bates Runner Subway
7. Tower Food Court
8. Medical Center GGC
9. All parking lots and bus stops marked in **RED** on the priority map
10. Services drives and all dumpster locations
11. All access to resident halls
12. Garrett Food court
13. All parking lots and bus stops marked in **ORANGE** on the priority map
14. All parking lots and bus stops marked in **YELLOW** on the priority map
15. All parking lots marked in **GREEN** on the priority map
16. All Stairways to Buildings and Walkways



## Essential Personnel Call-in List

### Maintenance

Mark Updegraff	270.784.1312
Herb Hess	270.427.8645
Danney Madison	270.784.9868
Ben Spitler	270.996.8537
Jeff Turner	270.842.3772

### Clerical

Angie Jackson	270.799.8924
Kathy Bailey	270.202.4603
Haley Kirtley	270.572.7994

### Plant Operations

Mark Allen	270.991.1523
Kayla Howard	270.532.1259
Rooks Howard	270.784.5163
Hunter Holdcraft	270.799.2104
Kenneth Mosby	270.303.3188
Central Steam Plant	270.745.5828

### Building Services

Kevin Gutierrez- 270-535- 9063
Tammy Price- 270-784-1636
George Cofer- 270-438-8189
Candy Walker- 270-779-1738
Janice McDonald- 270-799-1607
Terri Williams- (DSU only) 270-996-7240
Betzabel Rodriguez- 270-320-8166
Claudette Cravens- 270-996-6282
Brenda Gillon- 270-202-9554
Gerald Belcher- 270-799-8926
Tammy Wolfe- 270-779-5658

## In the event the campus is officially closed

In the event that the university is **officially closed** the following **“WEATHER ESSENTIAL PERSONNEL”** designated are to report to work. Coordination of this crew will be under the direction of our Facilities Management Director and the Manager of Campus Services and assisted by all other managers. *Staff should come prepared and bring the appropriate outdoor clothing, headgear and footwear to work in outside conditions.*

- *Campus Services personnel are required to report*
- *Designated Maintenance and Plant Operations employees are to report to their designated buildings and areas to check for building operations and to assist with the entrances to their buildings*
- *Clerical staff as designated by FS manager, to direct calls and radio communications*
- *One employee from the stockroom designated by the FS manager to handle supply issues*
- *All Building Services employees are to report and maintain safe access and minimize snow melt inside buildings and mop salt to prevent slips trips and falls*



## In Summary:

The university salt storage facility is located at South Street with a capacity of approximately 100 tons of salt. The Campus Services Manager and/or the grounds supervisor are responsible to monitor deicing chemicals and order materials as required.

The Manager of Campus Services and the Grounds Supervisor will review deicing chemical usage after snow removal to assist with inventory of supplies and to monitor the effectiveness of application.

**At the end of each snow event,** the Facilities Management Director and the Manager of Campus Services will review procedures taken and provide a summary of events and cost analysis to include both labor and materials.

Consistent with our goals, to continually improve our work processes, we will routinely review the results of this plan and make revisions to improve the effectiveness of our snow and ice control efforts.