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| BEREA COLLEGE SNOW and ICE MANAGEMENT PLAN |
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***Revised 10-25-17***

**Our Mission**

Facility Management’s Grounds Department strives to provide safe access to Berea College buildings and grounds for students, faculty, staff and visitors. This involves snow/ice prevention and removal as well as the application of deicing products to roads, parking lots, sidewalks, steps and ramps. Another point of emphasis is the focus on providing safe conditions for the physically disabled.

The goal of this plan is for academic and administrative functions of Berea College to proceed with minimal disruption, and for members of the community to enjoy safe access to public buildings and events. This document describes the coordinated support various campus departments will provide when hazardous conditions due to inclement winter weather exist.

This plan may change due to the amount of staff available for snow removal. The staff available to remediate the snow and icy conditions varies by the day of week and hour of the day. When adequate staff or resources are not available, call-in procedures are implemented to bring appropriate resources on campus to deal with the weather situation including contractors. Many of the situations faced by the snow/ice removal crews are influenced by the time of day that the storm hits, the day of the week or time of the year. We are also mindful of the fact that residence hall occupancy, the Americans with Disabilities Act (ADA), class sessions, and general College business dictate a varying degree of response. A period of high level of activity, with classes in session and full residence hall occupancy, dictates a higher level of response than would be required during periods of time when there are no classes scheduled and residence halls are lightly occupied.

**Personal Responsibility**

While the Facility Management Grounds Department is responsible for the implementation of this plan, you as an individual have some responsibilities as well. First, wear the appropriate footwear to adequately handle the conditions. Dress shoes, sneakers and heels are not the proper footwear for moving around in snow and icy conditions. **Second, only utilize walks and roads that have been plowed and treated with deicing products.**  Please realize that your safety is more important than arriving to your destination on time! Finally, please be patient! The Facilities Management staff is doing its’ best to provide safe access to Berea College’s campus.

In the event of a Snow and Ice emergency, the following persons are the main contacts to call in the Facilities Management staff for removal duty. Please contact these individuals in the order listed:

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| **Facilities Management** | **Office: 859-985-3827** |
| **Eric Harshman – Grounds Coordinator** | **Office: 859-985-3840** |
| **Wayne Orr - Director** | **Office: 859-985-3908**  |

**EQUIPMENT INVENTORY**

* Ford F-350: 4x4 with plow and deicer spreader
* Toyota Tundra: 4x4 with plow and deicer spreader
* John Deere Gator with 6’ adjustable snow blade and deicer spreader
* John Deere 425 with 4.5’ adjustable snow blade
* Kubota: 42” “Sweepster” adjustable broom attachment (2)
* Ariens: 32” Walk Behind - Rotary Power Broom
* Ariens: 30” “Snow King”, Walk Behind - Snow Blower
* Ariens: 28” “Snow King”, Walk Behind - Snow Blower
* Ariens: 24” “Snow King”, Walk Behind - Snow Blower
* Ariens: 24” “Snow King”, Walk Behind - Snow Blower
* New Holland & BobCat Skid Steer

**PLOW TRUCK – ROUTES**

* **Ford F-350**

Boone Tavern Parking Lots and Circle Drop Off

Seabury Circle and Hill

Science Building Parking Lot and Circle Drop Off

Industrial Arts Parking Lots

Campus Drive and Art Building Parking Lots

Middletown School

Facilities Management and Central Plant Parking Lots

Behind Alumni and Woods Penn

Human Resources Parking lot

Deep Green parking Lots

Seabury Center Parking Lot

Motor Pool Parking Lot

Student Parking

* **Toyota Tundra**

CDL and Eco Village Parking Lots

Presidents House

Farm Store Parking Lot

Ag Building and Parking Lot

Dixie Court – Kentucky/Talcott Parking Lot

Edwards and Stevenson Parking Lots

Weaving Drive

Kettering Circle and James Parking Lot

ER Parking Lot

Presser Drive and Parking Lots

Haaga House

Coach Wyatt Drive & Berea Arena Theater

**SWEEPER & JOHN DEERE ROUTE**

We have two Kubota mowers with 42” rotary broom attachments. These pieces of equipment will primarily work the major/larger walks on campus. This equipment will work in tandem with the John Deere Gator with 6’ blade and deicer spreader. The removal equipment will broom their respective areas and communicate with the John Deere Gator operator to apply deicer behind them.

* **Kubota 1:** Will primarily work the Residence Hall’s sidewalks or areas he has access too. Starting from the FM shop, to Kentucky-Talcott and up to Blue Ridge. Then work his way to Boone Tavern and Deep Green areas. From there he will cross Prospect Street and take care of Anna Smith, James, Kettering and Seabury Hall’s. Before crossing over Scafford Cane Road to clear Union Church’s walks. This process will be repeated as needed.

***\*****Communication with fellow staff members is very important*

*\*Due to the size of the equipment access may be prohibited to clear all areas necessary. These areas will be cleared by hand by other staff members.*

* **Kubota 2:** Will primarily clear the sidewalks at both CDL and Ecovillage. Once completed, will then assist in clearing sidewalks from the Alumni Building to Sturt Cottage. When needed Kubota 2 will assist any areas needed in Kubota 1 route. This process will be repeated as needed.

***\*****Communication with fellow staff members is very important*

*\*Due to the size of the equipment access may be prohibited to clear all areas necessary. These areas will be cleared by hand by other staff members.*

* **John Deere 425:** Will primarily clear the CDL & Eco Village Sidewalks and when needed the 425 will assist in any areas needed in Kubota 1 and 2 route. This process will be repeated as needed.

*\*Communication with fellow staff members is very important.*

*\*Due to the size of this piece of equipment, access may be prohibited to clear all areas necessary. These areas will be cleared by hand by other staff members.*

* **Rotary Power Broom:** Primary areas of operation will be the sidewalks at the Agricultural and Nursing Buildings. From there the operator will then make head towards Fee Glade and clear all areas that they can gain access too. This process will be repeated as needed. This operator may be tasked to assist on other areas on campus.

*\*Communication with fellow staff members is very important.*

*\*Due to the size of this piece of equipment, access may be prohibited to clear all areas necessary. These areas will be cleared by hand by other staff members.*

**NEWHOLLAND & BOBCAT SKID STEERS**

This heavy equipment will work to remove snow in the smaller parking lots around campus. Thet will also facilitate the removal of snow in and around parking for the physically disabled. When these areas have been addressed, the machine will work to move snow piles to free up more parking spaces.

**ARIENS SNOW BLOWERS (4)**

These will be used to help facilitate in the snow removal process at various locations on campus. We have placed them at separate locations to be used when and where needed. Two of them are located at the Facility Management, Grounds shop, the second one is located at Boone Tavern

**HAND REMOVAL & SALTING ASSIGNMENTS**

See attached

**CONCLUSION**

Throughout the day, the Facilities Management Grounds Staff will communicate their status and will prioritize where to best utilize our resources.

This written plan is meant to be a “working document” that can change due to various factors beyond the Colleges control. This includes the type, intensity and amount of snowfall, ice accumulation, temperature and timing of the snow/ice event.

**Thank you for your cooperation and understanding of the important task of removing snow and ice on the Berea College campus.**