**COMMISSIONER’S MEMORANDUM**

Community Development Division

TO: Mille Lacs Band Community Members

FROM: Tracy Burr, Commissioner of Community Development

CC: Darcie BigBear, Commissioner of Administration

SUBJECT: Community Development Snow Removal Services - **Winter 2024** to **Spring 2025**

DATE: October 29, 2024

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Mille Lacs Band Community Development Division comes together each fall to create a snow removal plan for the coming winter months. This plan details how the Public Works Roads team, Earthworks, and the Housing Maintenance Crew will work together to ensure that our roadways are clear and safe in the event of a snow storm.

The main roadways are the top priority for clearing once snow has fallen. Band Member Safety is our number one priority and clearing the main roads is our first step in the snow removal process. The roads need to be completed first to ensure that any emergency vehicles are able to access the homes within each MLBO district.

**All roads will be plowed and salted/sanded when road conditions become slippery.**

**Snow removal services offered by MLBO Public Works/Earthworks Department will be for MLB Roads System and Private Elders/Handicap driveways, within our current service area.**

**Snow removal services offered by MLBO Housing Department will be for Elder Housing units only. Non-Elder units will be responsible for snow removal on their driveways.**

The circumstances to start snow removal is as follows:

1. Main roads when road conditions become slippery from snow or freezing rain.
2. Private Elder and Handicapped driveways plowed by Public Works Dept. will plow after 2+ inches of snow. Driveways will be plowed after the main roads have been cleared of snow.
3. Elder Housing Rental driveways plowed by Housing Dept.
4. District sidewalks will be plowed after roads and Private Elder/Handicapped driveways are complete.

**\*On large snowfall events plowing all of the above could take more than one day to complete.**

Please refer to the priority listing to determine when your home may be next on the list. Some snow events (10+ inches) may take up to 2+ days for snow removal to happen in areas that are farther from MLBO main roads.

**Doing your part:**

Community Development is asking that all residents who receive/ will receive snow removal ensure that the driveways AND cul-da-sac’s (the circles at the end of your driveway) are clear of trash, debris or immobile vehicles. Our plow trucks will need a 2-foot right away to clear from the edge of roadway. Please move your object out of this area for example trash cans, vehicles, toys, bikes, trailers, UTV/ATV etc.

**Mille Lacs Band Public Works department is not responsible for any damages**.

**We are asking that you have 10ft to 15ft of clearance from the edge of your driveway into your yard. This is so that we can move snow farthest from the driveway and continue to push snow in those areas throughout the winter months. \***This includes the removal of any trash, vehicles, holiday decorations or other debris will help us be quick and efficient when completing snow removal and it will also help to prevent any damages to our plow trucks and other equipment. \*

We would also like to acknowledge that when completing snow removal there will always be a starting point and ending point. If you are not served first, it does not mean you will NOT be served, it simply means that the crew started removal on a different road or a different home this round and will get to your driveway as soon as we are able to.

This is a working model of snow removal and there may be changes to this as winter increases intensity and with fluctuations in staffing levels.

**Private homeowners who are not elders are encouraged to contact your local snow removal contractor. Please note that Public Works / Earthworks should be utilized as a last resort option and would require a pre-payment by contacting CMD receptionist. (Keep in mind you would be added to the bottom of the list.)**

Your patience with us is greatly appreciated as community safety is of utmost importance.

**Emergency on call numbers:**

Community Development Receptionist 320-532-7448

Dan Boyd, Housing Director 320-630-2620

Tony Pike, Roads/Solid Waste Supervisor 320-980-5367

Brian Scheinost, Public Works Director 320-630-2624

Sean Racelo, Water/Wastewater Supervisor 218-838-8391

Mike Moilanen, Director of Planning 320-630-2623

Chad Dunkley, Earthworks 320-282-9165

Thank you all for doing your part to help our communities stay safe!