**COMMISSIONER’S MEMORANDUM**

Community Development Division

TO: Melanie Benjamin, Chief Executive; Sheldon Boyd, Secretary-Treasurer; Virgil Wind, District I Representative, Marvin Bruneau, District II Representative; Wallace St. John; District III Representative; Tribal Emergency Response Committee; Administrative Policy Board; Community Development Staff Members; Mille Lacs Band Members

FROM: Tim Jackson, Commissioner of Community Development

SUBJECT: Community Development Snow Removal Services - **Winter 2021** to **Spring 2022**

DATE: January 5, 2022

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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 ensure that any emergency vehicles are able to access the homes within each MLBO district.

**All roads will be plowed and salted/sanded at each snow fall to ensure that icy areas are addressed.**

Snow removal services offered by MLBO Community Development will be for our elders, renters and private homeowners within our current Solid Waste service area.

**The circumstances to start snow removal is as follows:**

**2 inches of snow or more:**

1. Main roads
2. Elder and Handicapped residents
3. District sidewalks

We will NOT be plowing MLBO rentals or private homeowner driveways for **2 inches of snow or less**. \*In most cases this snow melts throughout the day and is not a hindrance to safe travel.

**4 inches of snow or more:**

1. Main roads
2. Elder Handicapped residents
3. Housing rentals
4. Private homeowners
5. District sidewalks

Notice to MBLO Members Community Development will NOT be clearing walkways or paths to propane tanks.

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 circle’s at the end of your driveway) are clear of trash, debris or immobile vehicles.

**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 roads or a different home this round and will get to you 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 due to COVID-19. This year there have been many barriers to the way that we work within the department and within our community.

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

**Emergency on call numbers:**

Peter Nayquonabe, Commissioner of Administration 320-630-3118

Tim Jackson, Commissioner Community Development 320-362-4245

Dan Boyd, Housing Director – 320-630-2620

Brian Schienost, Public Works Director, 320-630-2624

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

Sean Racelo, Waste Water Supervisor – 218-838-8391

Mike Moilanen, Director of Planning – 320-630-2623

Chad Dunkley, Earthworks – 320-630-4763

Priscilla Boyd, Community Development Receptionist 320-532-7448

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