



Highway Maintenance Manual

Bureau of Highway Maintenance

Chapter 06 Winter Maintenance

August 2024

Section 01 Winter Maintenance Introduction

Subject 15 Winter Section Management

The management of winter maintenance sections (storm preparation, operator direction, equipment review, snow plan, etc.) is primarily a cooperative effort with region operations staff and the service providers.

Service provider management staff review any changes in the winter level of service of state highways, as agreed upon with the department's maintenance personnel, to determine whether there is any effect on personnel or equipment assignments. The service provider's management staff also consider changes from summer to winter maintenance section-lengths and determine when additional personnel will be required. Additionally, management staff update equipment assignments based on past and anticipated needs. Each service provider's official snow plan should also be reviewed and updated when necessary. As a final step, call-out procedures should also be checked and updated.

Region and service providers should provide law enforcement dispatchers a copy of the winter maintenance sections layout prior to the start of each winter season. Reviewing and updating media contact lists and the use of media releases should also be planned as part of the section management effort. A meeting with local jurisdictional law enforcement officials to coordinate call-out activities will aid in improving communications and public relations. This meeting could be held as a part of the fall patrol superintendents meeting ([HMM 06-01-20](#)) or as a separate meeting.