

Homeowners and Residents,

The winter months are upon us. Please read and save the information provided below and refer to it as needed.

**Sand/Salt Barrels:** Miller Maintenance placed sand/salt barrels (80% sand/20% salt with scoops attached) to several central locations near mailboxes for your use. You'll need your own bucket to haul the sand. If you notice the barrel is getting low on the mixture, please send an email to [westparkhills@live.com](mailto:westparkhills@live.com) with the location so I can order more.

**Icy Driveways:** If the common driveway becomes extremely icy, please let me know. I can request that Miller apply a sand/salt mixture. For example, if the driveway is icy and it's difficult to take out your trash or get your mail, it's time to let me know.

**Ice Melt:** Ice melt is available upon request; however, please use the sand/salt barrels as much as possible. If necessary, send an email to [westparkhills@live.com](mailto:westparkhills@live.com) with your name, address and phone number. You will be notified when it is ready to be picked up.

**Ice Melt for New Concrete Aprons:** Please note to avoid pitting - The new aprons are more sensitive to the ice melt formula, and more so if the concrete is less than one year old. The best ice melt contains a blend of calcium chloride and magnesium chloride. Please use all ice melt and the salt/sand mixture from the provided sand barrels sparingly and do not allow the ice melt to sit on the new concrete apron. After the ice has melted, it's best to shovel the melted ice/snow/slush away by shoveling it towards the asphalt in the center of the driveway.

**Turnaround Parking Prohibited:** As a reminder (see Association bylaws for details), do not park in the turnarounds. Those spaces are needed for snow removal equipment to push snow back off the driveways.

**Christmas Tree Disposal – January 9 and 16:** Republic Services will pick up real trees on January 9 and 16. Trees must be stripped of all decorations and put out at the curb. Do not use a bag to contain the tree. Disposal does not include artificial trees. After January 16, disposal of trees is homeowner responsibility and expense.

**Miller Maintenance Contract Details:** For your reference, here is the snow removal language from the Miller contract.

## **SNOW REMOVAL**

I. Snow plowing is to be completed to the following standards:

A. An “open-up” plowing of the streets, all drives, and parking areas during continuing snowfalls exceeding 4 inches and during high wind conditions causing blowing or drifting

snow, is to be completed prior to 6:00 AM and/or 5:00 PM. An open-up plowing of emergency access areas is to be done during continuous snow falls. Listing of such areas is to be provided by the Association. The open-up is to include the roadways that are not plowed by the city or county entities and within 10 feet of each garage door.

B. A thorough clean-up of drives and parking areas is to be completed within 8 hours after the cessation of snowfalls 1 1/2 inches to 4 inches, and within 12 hours of snowfalls 4 to 8 inches. Snowfalls exceeding 8 inches will vary depending upon severity.

C. A touch-up of drives and parking areas is to be completed on a routine basis during periods of no snowfall, periods of drifting, periods of thaw, and snowfalls of less than 1 1/2 inches on an on-call basis and is not included as part of the Contract Specifications.

D. Driveway drain areas are to be maintained in a free-flowing condition during periods of thaw.

## II. SNOW SHOVELING AND SNOW BLOWING

A. Garage aprons are to be shoveled or power blown within 8 hours after snow cessation of snowfalls 1 1/2 inches to 4 inches, and within twelve hours of snowfalls 4 inches to 8 inches. Snowfalls exceeding 8 inches will depend on severity.

B. Shoveling of steps and sidewalks which provide a full pathway in front of each unit is to be completed within 8 hours of cessation for snowfalls of 1 1/2 inches to 4 inches, and 12 hours for snowfalls of 4 to 8 inches. The deadline will be extended when temperatures are below -20 degrees F or if the wind is greater than 20 mph

C. The mailbox areas are to be cleared within the timeline as stated above.

D. The fire hydrants on or surrounding the property will be cleared of snow for a two-foot diameter within the timeline as stated above.

## III. ICE CONTROL

A. Non-corrosive sanding and deicing applications to the streets, driveways, and parking areas are to be completed as required to maintain the area in a safe condition as soon as possible after each plowing. All sanding will be the responsibility of the Association and billed at a rate of \$120/ton. *(Please note: This refers to Miller spreading sand as requested by the Association, as necessary. It is not completed every time it snows. Homeowners can manage small areas with sand from the barrels and/or ice melt as conditions require in each driveway.)*

B. Walkways will be treated with minimal uses of sand or a non-corrosive de-icer as needed to maintain the area in a safe condition as soon as possible upon request from Association.

The materials and labor needed will be the responsibility of the Association. (*Please note: This refers to Miller spreading sand as requested by the Association, as necessary. It is not completed every time it snows. Homeowners can manage small areas with sand from the barrels and/or ice melt as conditions require in each driveway.*)

#### IV. SNOW REMOVAL EQUIPMENT

A. A skid loader and/or heavy equipment and labor for the moving or removal of snow from the complex will be done upon approval by the Board of Directors of the Association.

#### **Responsibility for Damages**

Property damage caused by Miller's negligence shall be Miller's responsibility. The Association shall report all damages to Miller with 15 days of such damage occurrence, so they may make such repairs. Miller shall not be responsible to the Association for damages for Association's refusal to follow recommendations of Miller in the maintenance of the property. (*Note: Please submit damage notifications via email to [westparkhills@live.com](mailto:westparkhills@live.com) with details including date and time of occurrence and pictures of the damage.*)

**Reminder: Include your name, address and phone and/or email address each time you make a request.**

Please let me know if you have any questions.

Lisa Feldner

Landscape and Grounds Director

West Park Hills Homeowners' Association