



Monroe County, Michigan
Snow/ Winter Weather Emergency Policy

REVISED Final Version, February 4, 2015

**Monroe County Emergency Management
987 S. Raisinville Road
Monroe, Michigan 48161
(734)-240-3135**

**Monroe County
Snow/Winter Weather Emergency Plan**

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PURPOSE

- A. This plan is intended to provide authority and direction for closing highways and roads in Monroe County when heavy snow, greater than eight (8) inches or other winter weather conditions make it impossible for road maintenance crews to maintain open, passable and safe lanes for traffic flow.
- B. This plan outlines a procedure to disseminate information to Monroe County residents, businesses and the motoring public about weather events impacting travel and driving conditions on roadways and highways in the County.
- C. This plan provides the direction for evacuating and sheltering stranded motorists and citizens from homes due to emergencies, delivery of emergency medications or other supplies to citizens that are not able to leave their homes, and other search and rescue missions.
- D. This plan authorizes the deployment of various emergency services, the appropriation of funds, and the distribution of equipment and supplies to protect public safety and welfare during a State of Emergency.

AUTHORITY

- A. The Monroe County Road Commission has the authority and responsibility over county roads pursuant to MCL 224.1 et seq. The Michigan Department of Transportation has the authority and responsibility for closing of State Highways during severe winter storms. (MCL 750.497)
- B. The Monroe County Road Commission Chairperson (or designee) shall advise the Monroe County Board of Commissioners Chairperson (or designee) of severe winter weather conditions. The Monroe County Board of Commissioner's Chairperson (or designee) may authorize a declaration that an Emergency Situation exists and authorize emergency action, whereupon the Road Commission Chairperson (or designee) shall put into effect the Emergency Road Closure Plan.
- C. The Monroe County Emergency Management Division will be the coordinating agency responsible for the county wide emergency preparedness; it will provide the means through which the County Board of Commissioners and its Chairperson may exercise the authority and discharge the responsibilities vested in them by Act 390, Public Act of 2002, as amended (known as the Emergency Management Act).
- D. Law Enforcement Agencies:
The authority as cited under the Michigan Motor Vehicle Code, sections 257.602 provides law enforcement agencies the control of all traffic when conditions exist that are hazardous to traveling public, i.e.; dangerous conditions requiring immediate actions for public safety, severely reduced visibility, serious accidents scenes, etc.
 - 1. A temporary closure under law enforcement authority will be coordinated with the responsible state or county road agency.
 - 2. In the case of incidents requiring a detour, the law enforcement agency shall contact the road agency prior to re-routing traffic to an alternate route.

EXECUTION

- A. Upon notification that emergency conditions are expected and/or exist, the Emergency Management Coordinator (or designee) will advise the Monroe County Board of Commissioner's Chairperson (or designee) and request permission to fully or partially activate the Emergency Operations Center (EOC).
- B. Upon authorization to activate the EOC in partial or full mode, Monroe County Emergency Management shall notify the following officials of the event:
 - Membership of the Board of Commissioners
 - Road Commission Chairperson and Managing Director
 - Monroe County Sheriff
 - Monroe City Police
 - Michigan State Police, Monroe Post
 - Central Dispatch Shift Supervisor
 - All Monroe County Fire Departments
 - All Township Supervisors in the County
 - All City Mayors and Managers in the County
 - All Village Presidents in the County
- C. All departments and agencies having a responsibility may be notified to report to the EOC. This shall provide for the partial or full activation of the EOC.
- D. Monroe County Emergency Management Division will forward the necessary information to the State Police Emergency Management Division through the District 2 South Coordinator. This may include an activity report on MI-CIMS, a Declaration of a Local State of Emergency, and/or a Request for a Governor's Emergency or Disaster Declaration.
- E. Adjoining counties and state agencies will be contacted and advised of conditions to ensure a more effective emergency response and possible activation of mutual aid agreements.
- F. Local news media will be used to alert and warn the public of road conditions and closures, as well as other emergency information. The official media distribution contact list shall be maintained with current contact and communication information by Monroe County Emergency Management.

EMERGENCY CONDITIONS

- A. **Emergency Situation.** Whenever based on actual conditions or information received from authoritative sources, (i.e. law enforcement, road commission), that a snow emergency is imminent, the Emergency Management Coordinator (or designee) shall immediately advise the County Board of Commissioners Chairperson (or designee) of the conditions. Under an Emergency Situation, road condition codes may be designated and action taken under each designation.

- B. **Local State of Emergency.** May be declared by the County Board of Commissioners Chairperson pursuant to Public Act 390 of 2002, as amended (known as the Emergency Management Act) that activates the Emergency Operations Plan and authorizes the deployment and use of any emergency forces to which the plan applies. The Chairperson (or authorized representative) may also appropriate and expend funds, make contracts, obtain and distribute equipment, materials and supplies to protect the public during the State of Emergency.

- C. **State of Disaster.** A declaration by Executive Order or Proclamation by the Governor of the State of Michigan under provisions of Act 390, Public Act, 2002 which activates state Disaster Response and Recovery aspects, and authorizes the deployment of any state assets within the State Emergency Operations Plan.

Road Condition Codes

The following codes will be used to designate road conditions during a winter storm. The conditions listed under each code must be met and consensus from the Sheriff and Road Commission to issue the applicable advisory.

Low Level Advisory:

Roadways are snow and/or ice covered. Hazardous driving conditions exist with traffic moving at reduced speeds. Motorists are urged to use caution and only travel if necessary. Roadways will be re-evaluated within a 24-hour period.

Medium Level Advisory:

Roadway conditions are extremely hazardous with heavy snow, severe drifting, and/or widespread ice. Generally, one lane is open for traffic which is moving at slow speeds with occasional stalled or abandoned vehicles. Motorists are urged to avoid driving unless necessary for work, medical needs and other similar travel purposes. Conditions will be re-evaluated within an 8-hour period.

High Level Advisory:

Severe conditions exist. Road maintenance crews are unable to maintain roadways for travel. Traffic becoming stalled, storm conditions expected to continue or increase in severity, high probability that the entire road will be or has become blocked, and motorists will be stranded for an extended period of time with recovery services unable to respond during this time. Roadways will be re-evaluated within an 8-hour period.

OPERATING PROCEDURES & ASSIGNMENTS OF RESPONSIBILITY

Law Enforcement Agencies:

- A. Submit information on road conditions to Central Dispatch/EOC who will release road condition information sheets to the media.
- B. Alert Central Dispatch/EMD of the need for highways closure operations. Central Dispatch will contact Road Commission or State Highway Department for action necessary to close highway(s).
- C. Coordinate actions with other agencies for search and rescue operations of stranded motorists.
- D. Advise Central Dispatch of any available 4-wheel drive vehicles or snowmobiles for search and rescue missions.
- E. Advise Central Dispatch of local conditions involving public welfare.

Fire Services:

- A. Fight fires, perform rescue missions, and provide first aid and other medical care.
- B. Advise Central Dispatch of any available 4-wheel drive vehicles or snowmobiles for search and rescue missions.
- C. Coordinate actions with other agencies for search and rescue operations of stranded motorists.
- D. Fire Stations may be used as temporary shelters until victims can be moved to designated shelters. A roster of evacuees will be maintained and reported to Central Dispatch/EOC.

Road Commission:

- A. Advise Central Dispatch of State and Local road closures, road conditions throughout the County.
- B. Attempt to clear roads and maintain flow of traffic.
- C. Coordinate with the State Highway Department, law enforcement agencies, adjoining counties, and the State of Michigan for points of closure at county/state borders.
- D. Coordinate actions with other emergency services agencies in search and rescue operations.

Red Cross:

- A. Open and staff shelters/warming centers as requested by the Emergency Services Coordinator (or designee).
- B. Maintain a roster of all evacuees and report them to Central Dispatch/EOC.
- C. Coordinate actions with support to other emergency services agencies.

Salvation Army:

- A. Provide short-term shelters/warming centers.
- B. Maintain a roster of all evacuees and report it to Central Dispatch/EOC.
- C. Coordinate actions with support to other emergency services agencies.

National Guard:

- A. A request for the National Guard will originate with the Chairperson of the County Board of Commissioners. The request will be made to the 2nd District Emergency Management Coordinator via the County Emergency Management Coordinator.
- B. Advise Central Dispatch of any available 4-wheel drive vehicles or snowmobiles for search and rescue missions.
- C. Perform services as requested by the Emergency Management Division.

Monroe County Sheriff Office:

- A. When it becomes apparent that conditions exist or are about to exist in Monroe County that are hazardous and dangerous to the public safety and welfare, the road patrol supervisor will immediately notify Central Dispatch/EOC.

The Road Patrol Supervisor will also:

- B. Alert the County Road Commission to Monroe County road conditions.
- C. Keep command staff and Central Dispatch/EOC advised of conditions.

PRESS RELEASE

FOR IMMEDIATE DISTRIBUTION-ALL MEDIA OUTLETS

**LOW LEVEL ADVISORY
MONROE COUNTY, MICHIGAN**

To: Local Media

From: Monroe County Sheriff Office

(date) - The Monroe County Sheriff's Office has issued a **Low Level Travel Advisory** for ALL COUNTY ROADS effective (date) & (time). The end date and time of this advisory will be determined later with an update provided within 24 hours.

Low Level Travel Advisory is issued for the purpose of the public's safety and the efficiency of snow removal efforts on the public roadways. A Low Level Travel Advisory means that roadways are snow and or ice covered. Hazardous driving conditions exist with traffic moving at reduced speeds. Motorists are urged to use caution and only travel if necessary for work, medical needs and other similar travel purposes.

Any vehicle left on or near the roadway, which causes a road hazard or impedes the snow removal process, will be towed at the owner's expense. Monroe County has the authority to tow abandon or hazardous vehicles or vehicles otherwise creating a hazardous condition under MCL 257.252d(f).

For the safety of all citizens, we are asking for the public's help in complying with this request.

Sheriff Dale Malone
Monroe County Sheriff

734-240-7401

J. Henry Lievens, Chairman
Board of Commissioners

734-240-7267

Paul Iacoangeli,
Monroe County
Road Commission
734-240-5102

PRESS RELEASE

FOR IMMEDIATE DISTRIBUTION-ALL MEDIA OUTLETS

**MEDIUM LEVEL TRAVEL ADVISORY
MONROE COUNTY, MICHIGAN**

To: Local Media

From: Monroe County Sheriff's Office

(date) - The Monroe County Sheriff's Office has issued a **Medium Level Travel Advisory** for ALL COUNTY ROADWAYS effective (date) & (time). The end date and time of this advisory will be determined later with an update provided within 8 hours.

Medium Level Advisory is issued for the purpose of the public's safety and the efficiency of snow removal efforts on the public roadway. A Medium Level Advisory means that severe road conditions exist and services are only able to maintain one lane for travel. Motorists are urged to avoid driving unless necessary to travel for work and other similar travel purposes.

Any vehicle left on or near the roadway, which causes a road hazard or impedes the snow removal process, will be towed at the owner's expense. Monroe County has the authority to tow abandon vehicles or vehicles otherwise creating a hazardous condition under MCL 257.252d(f).

For the safety of all citizens, we are asking for the public's help in complying with this request.

Sheriff Dale Malone
Monroe County Sheriff

734-240-7401

J. Henry Lievens, Chairman
Board of Commissioners

734-240-7267

Paul Iacoangeli,
Monroe County
Road Commission
734-240-5102

PRESS RELEASE

FOR IMMEDIATE DISTRIBUTION-ALL MEDIA OUTLETS

**HIGH LEVEL TRAVEL ADVISORY
MONROE COUNTY, MICHIGAN**

To: Local Media

From: Monroe County Sheriff's Office

(date) - The Monroe County Sheriff's Office has issued a **High Level Travel Advisory** for ALL COUNTY ROADS effective (date) & (time). The end date and time of this advisory will be determined later with an update provided within 8 hours.

High Level Travel Advisory restriction is issued for the purpose of protecting the public's safety and the efficiency of snow removal efforts on public roadways. A High Level Travel Advisory restriction means that road conditions are in the most severe condition and extremely hazardous with heavy snow, severe drifting, and/or widespread ice. Generally, road maintenance crews are unable to maintain an open lane for travel and traffic is becoming stalled, storm conditions are expected to continue and increase in severity and a high probability exists that roads will become or have become impassable where motorists could become stranded for extended periods of time. Motorists are urged to curtail driving unless for absolute necessity.

Any vehicle left on or near the roadway, which causes a road hazard or impedes the snow removal process, will be towed at the owner's expense. Monroe County has the authority to tow abandon vehicles or vehicles otherwise creating a hazardous condition under MCL 257.252d(f).

For the safety of all citizens, we are asking for the public's help in complying with this request.

Sheriff Dale Malone
Monroe County Sheriff

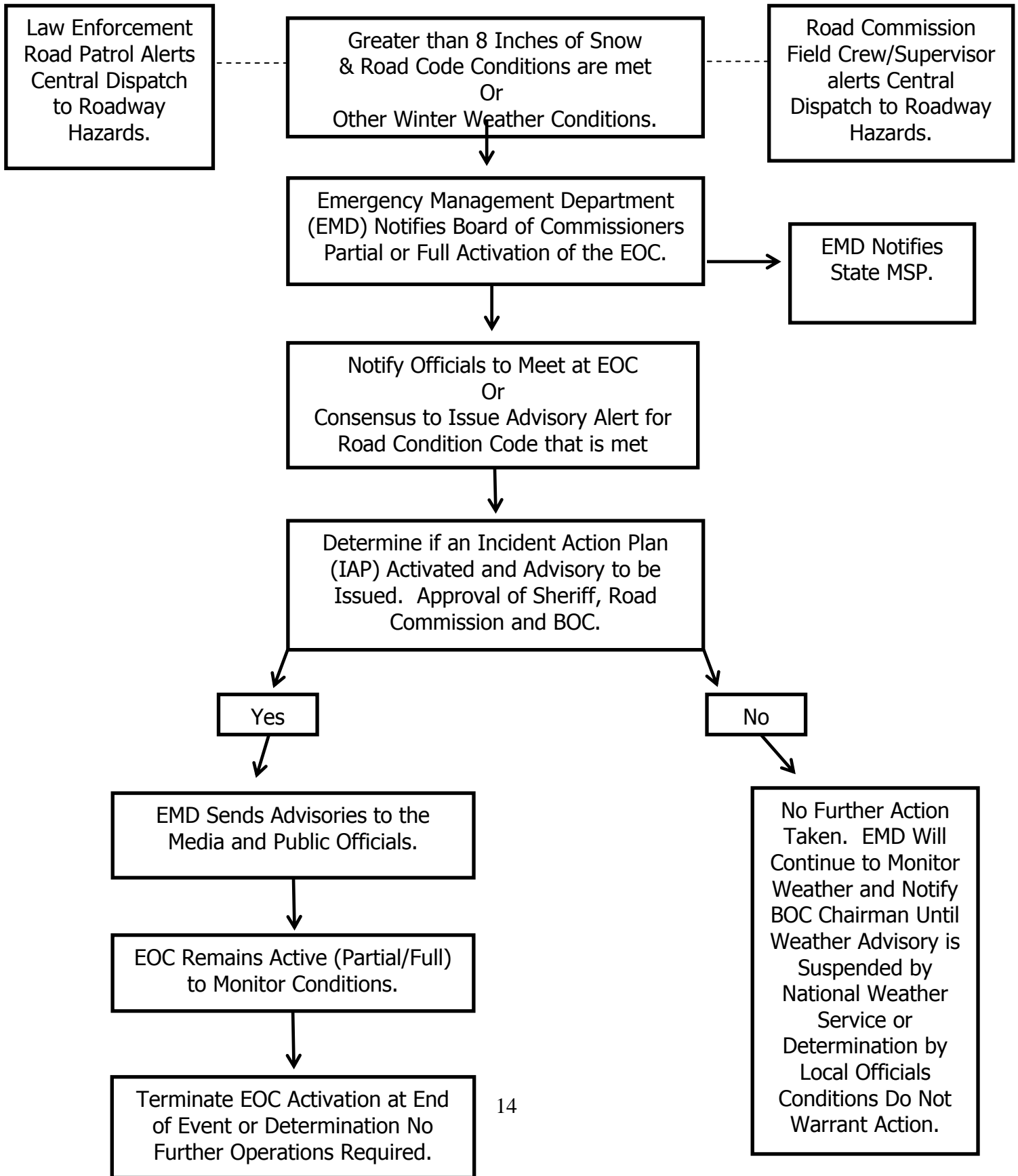
734-240-7401

J. Henry Lievens, Chairman
Board of Commissioners

734-240-7267


Paul Iacoangeli ,
Monroe County
Road Commission
734-240-5102

County of Monroe Snow/Winter Weather Emergency Policy Flow Chart



Snow/Winter Weather Emergency Policy for Monroe County, Michigan

I certify that the attached Snow/Winter Weather Emergency Policy has been reviewed and constitute the official policy, and is approved and current for winter weather operations unless otherwise appropriately revised by each agency.



J. Henry Lievens, Chairman
Monroe County Board of Commissioners

February 4, 2015

Dale Malone, Sheriff
Monroe County Sheriff's Office

March 13, 2014



Paul Iacoangeli, Chairman
Monroe County Road Commission

February 4, 2015