SNOW EMERGENCY PLAN

for the

COUNTY OF WASHTENAW

Published by the

SNOW EMERGENCY COUNCIL

2020-2021
# SNOW EMERGENCY PLAN

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I. PURPOSE

The purpose of this plan is to specify the procedures to be followed by all involved agencies to ensure the safety of the public during a snow emergency.

II. SNOW EMERGENCY COUNCIL

The Washtenaw County Snow Emergency Council is comprised of concerned public service agencies operating within the County of Washtenaw. These include but are not limited to Road Commission and street departments, news media, school districts, fire and police departments, and Emergency Services Division. The purpose of establishing the Council is to coordinate the emergency response of public service agencies when winter weather may threaten the health and safety of the public.

The expeditious movement of traffic and the safety of citizens being the primary purpose of the Council, it is the intent of the Council to not only handle the clearance of streets and highways, and the responsibility to respond to emergency requests for services, but to provide coordinated public information on the condition of local streets and highways.

The Snow Emergency Council for the County of Washtenaw consists of representatives from:

**Government Agencies**
- Ann Arbor Area Transportation Authority
- Ann Arbor City Public Services/Public Works/Street Maintenance
- Ann Arbor Office of Emergency Management
- Ann Arbor Police and Fire Departments
- Ann Arbor Public Schools
- Ann Arbor Township Fire Department
- Augusta Township Fire Department
- Chelsea Police Department
- Chelsea Area Fire Authority
- Dexter Area Fire and Public Works Departments
- Eastern Michigan University Public Safety
- Manchester Fire Department
- Michigan Department of Transportation
- Michigan State Police EMD and Post #12
- Milan Police, Fire and Public Works Department
- Michigan National Guard
- Northfield Township Public Safety
- Pittsfield Township Public Safety
- Salem Township Fire Department
- Saline Police and Fire Departments
- Scio Township Fire Department
- Superior Township Fire Department
- University of Michigan
- Washtenaw County Sheriff’s Office
- Metro Dispatch
- Washtenaw County Sheriff’s Office
- Emergency Services Division
- Washtenaw County Road Commission
- Washtenaw County R.A.C.E.S.
- Ypsilanti City Police, Fire and Public Works
- Ypsilanti Township Fire Department

**News Media**
- WAAM
- WUOM
- WEMU
- WDEO
- WTKA / WQKL / WWWW / WLBY
- MLive Ann Arbor
- Ann Arbor Observer
- Community Television Network

**Other Agencies**
- Emergent Health: HVA
- Michigan Region of the American Red Cross
- The Salvation Army
- St. Joseph Mercy Hospitals: Ann Arbor, Chelsea
- VA Ann Arbor Healthcare System
III. PARKING GUIDANCE

The Snow Emergency Council recommends that all City, Villages and Townships in Washtenaw County establish an ordinance to limit and/or eliminate all vehicles from on-street parking during a “Snow Condition Yellow” or “Snow Condition Red” to facilitate snow removal efforts.

IV. SNOW CONDITION CODES

A. Snow Condition Yellow

Very hazardous driving conditions exist with heavy snow or ice, drifting, or limited visibility. Traffic is moving at reduced speeds with major highways being maintained in fair condition, but local roads may be impassable. Motorists are urged that if they must drive, use extreme care and allow for a significant drive time.

B. Snow Condition Red

Extremely hazardous driving conditions exist on major highways and roads with heavy snow and/or ice, severe drifting and/or extremely limited visibility. The majority of local roads may be impassable. Traffic is stalling in some areas, and the storm is expected to continue or worsen. The entire road system may become completely unusable. Motorists are urged not to drive.

NOTE: A “Snow Condition Red” is the county and/or city's request to the Michigan Department of Transportation for freeway system closure when unable to maintain at least one lane for travel, with traffic becoming stalled and vehicles abandoned.

Should Washtenaw County or City of Ann Arbor declare a local state of emergency, the Chair of the Board of Commissioners or Mayor of the City of Ann Arbor may order travel restrictions on secondary and local roads.

V. SNOW EMERGENCY GENERAL PROCEDURES

A. Notification

When the conditions in a jurisdiction reach “Snow Condition Yellow” or “Snow Condition Red” criteria, the local public safety or police agency of that jurisdiction will notify the Washtenaw County Sheriff’s Office Emergency Services Division (Washtenaw Metro Dispatch will contact Emergency Services Division staff during off hours).

B. Snow Condition Yellow

The Sheriff’s Emergency Services Director or designee will assess the local report as well as current weather conditions and forecasts. If current conditions meet with, or may soon meet with the “Snow Condition Yellow” criteria, the Emergency Services Division will initiate the Washtenaw County Emergency Fanout List. The County’s Emergency
Operations Center may be activated (virtually if necessary). All agencies should submit hourly reports of road conditions including any impassable roads and any local effects such as power failures until the emergency is over. The Ann Arbor City Emergency Management Director, in conjunction with the Police Shift Lieutenant, may issue a “Snow Condition Yellow” for the City of Ann Arbor if conditions warrant.

C. **Snow Condition Red**

The Sheriff’s Emergency Services Director or designee will assess the local report as well as current weather conditions and forecasts. If current conditions meet with, or may soon meet with the “Snow Condition Red” criteria, the Emergency Services Director will consult with the MSP 12 Post Commander, Road Commission management, City of Ann Arbor Emergency Management Director, Sheriff, and Chair of the Board of Commissioners or County Administrator to reach a consensus.

The Emergency Services Division will then initiate the Washtenaw County Emergency Fanout List. The county’s Emergency Operations Center may be activated (virtually if necessary). All agencies should submit hourly reports of road conditions including any impassable roads and any local effects such as power failures until the emergency is over. The Ann Arbor City Emergency Management Director may consult with the Mayor or City Administrator to issue a “Snow Condition Red” for the City of Ann Arbor and activate the Ann Arbor Emergency Operations Center if conditions warrant.

Should Washtenaw County or Ann Arbor City declare a local state of emergency, the Chair of the Board of Commissioners and Mayor of the City of Ann Arbor may order travel restrictions on secondary and local roads.

In a “Snow Condition Red”, all pertinent information concerning local conditions will be forwarded to the Public Information Officer. The Public Information Officer will prepare and release the information to the news media.

**VI. AGENCY RESPONSIBILITIES**

A. **Michigan State Police – Post #12**

The Post Commander or designee must be available for consultation with the County Emergency Services Director and Road Commission management when conditions approach “Snow Condition Yellow” and “Snow Condition Red” criteria. During “Snow Condition Red” conditions, MSP 12 should send a representative to the Washtenaw County Emergency Operations Center to coordinate activities (virtually if necessary).

B. **Washtenaw County Sheriff’s Office**

1. Establish a point of contact for the Washtenaw County Sheriff’s Office to coordinate with the EOC during “Snow Condition Yellow” and “Snow Condition Red”.
2. Report county road conditions to the EOC.
3. During “Snow Condition Red”, provide rescue assistance to stranded motorists using available four-wheel drive vehicles.
C. **Washtenaw County Sheriff’s Office Emergency Services Division**

1. Maintain 24-hour alert contact with the National Weather Service Forecast Office in White Lake, MI. Initiate Emergency Fanout List including Quick-Call radio broadcast for Winter Weather Advisories, Watches, and Warnings; and High Wind Advisories, Watches, and Warnings.

2. Conduct one or more conference call(s) with County Emergency Operations Center Operations Officers and key critical infrastructures before major winter storms arrive, if possible.

3. Periodically, re-evaluate snow conditions to determine if and when to put into effect a “Snow Condition Yellow” or “Snow Condition Red”.

4. Partially or fully activate the County EOC (virtually if necessary) upon initiation of “Snow Condition Yellow” or “Snow Condition Red”.

5. Place the Michigan Region of the American Red Cross on stand-by.

6. Assist in coordinating operations and information.

7. Ask the Chair of the Board of Commissioners to declare a “Local State of Emergency” during a “Snow Condition Red”. The declaration will be transmitted to MSP requesting the assistance of the Michigan National Guard or other resources required.

8. Advise hosting Police and Fire Departments that the National Guard has been requested.

9. Lodging and meals for the National Guard unit assigned to the Washtenaw County Service Center will be provided by the Emergency Services Division and/or Sheriff’s Office.

10. Metro Dispatch will implement the Fanout List when requested.

11. Metro Dispatch will increase personnel as appropriate.

D. **Michigan National Guard**

1. When a State of Emergency has been declared by the Governor and National Guard units are activated locally, the units will be assigned to the following locations:

   a. Ann Arbor Fire Department – Station 1
   b. Chelsea Area Fire Authority
   c. Manchester Fire Department
   d. Pittsfield Fire Department
   e. Saline Police Department
   f. Scio Township Fire Department
   g. Superior Township Fire Department
h. Washtenaw County Sheriff’s Office (Main station – Hogback Rd.)
i. Ypsilanti Fire Department
j. Ypsilanti Township Fire Department
k. Milan Fire Department
l. Northfield Township Fire Department
m. Washtenaw County Road Commission

2. National Guard units will assist in performing emergency missions that cannot be handled by the local emergency service agencies.

3. National Guard units stationed at the above locations will consist of six (6) men, one (1) supervisor, plus a vehicle per shift. They will be assigned on an eight (8) hour shift basis (3 shifts). Guard units will be fueled at the Armory when not assigned to work, if at all possible.

4. Local Public Safety Agencies will be responsible for providing lodging, food, and communication for the National Guard units that have been assigned to their area.

5. A National Guard operator may be assigned to the HVA Communications Center to help coordinate National Guard Operations with Fire agencies.

E. Public Information

1. The Ann Arbor City and the Washtenaw County Sheriff Public Information Officers will be contacted when a “Snow Condition Yellow” is issued. Each PIO will be responsible for compilation and release of information to the various media outlets during a “Snow Condition Red” for their jurisdiction.

2. Collect travel condition information and prepare a press release utilizing the standard format (see Attachment E).

3. Washtenaw County EOC will contact broadcasters via the Quick Call radio system.

F. Washtenaw County Road Commission

1. Perform winter maintenance operations on roads and highways of jurisdiction and responsibility in accordance with established guidelines.

2. Advise the County Emergency Services Division when “Snow Condition Yellow” criteria is reached in any portion of the County.

3. Assist in coordinating snow removal operations from the Washtenaw County EOC during a “Snow Condition Red”.

4. Advise the Washtenaw County Sheriff’s Office Emergency Services Division when “Snow Condition Red” criteria are reached in any portion of the County.

5. Begin maintenance on designated critical routes to shelter areas during a “Snow Condition Red”.
G. **Radio Amateur Civil Emergency Services (RACES)**

1. Radio Amateur Civil Emergency Services personnel will be notified by the Washtenaw County Sheriff's Office Emergency Services Division conditions are expected to warrant activation of personnel.

2. When a "Snow Condition Yellow" or “Snow Condition Red” is put into effect, the group will do the following:
   
   a. Assign Net Control operators to coordinate road and weather reports on the Washtenaw Winter Storm Net, and coordinate any RACES Team members assisting with transportation, if activated by the Emergency Services Division.
   
   b. RACES members with 4-Wheel Drive vehicles may assist with rescuing stranded motorists and with transportation of medical personnel for emergent situations when requested by the Washtenaw County Sheriff's Office Emergency Services Division.
   
   c. RACES operators in the field will report road and weather conditions periodically to the County EOC or Washtenaw Winter Storm Net, if activated.
   
   d. RACES operators may be assigned to designated shelters in order to provide communications with the EOC if needed.

H. **Michigan Region of the American Red Cross**

1. When advised of a "Snow Condition Yellow", a Red Cross Disaster government liaison or designee may report to the County EOC (virtually if necessary).

2. When a "Snow Condition Red" is initiated, the liaison or designee will implement the Mass Care Annex of the EAG.

3. Public Safety personnel, in extenuating circumstances, may request food supplies from the Michigan Region of the Chapter of the American Red Cross.

I. **Ann Arbor Police Department**

1. Activate Ann Arbor's Everbridge Public Notification System when any snow alert is put into effect or changed.

2. Notify the Ann Arbor Emergency Operations Director when “Snow Condition Yellow” is put into effect or changed and give hourly condition reports during “Snow Condition Yellow” and “Snow Condition Red”.

3. Coordinate with the Ann Arbor Emergency Management Director and with other city departments.
J. Ann Arbor Office of Emergency Management

1. Coordinate emergency operations for the City of Ann Arbor.

2. When a “Snow Condition Red” is in effect, a representative will be identified to coordinate with the Washtenaw County EOC if needed. (optional at “Snow Condition Yellow”).

3. If a “Local State of Emergency” has been declared by the Mayor of the City of Ann Arbor, the declaration will be transmitted to MSP EMHSD requesting assistance of the National Guard.

K. Ann Arbor Area Transportation Authority

1. Notify the Snow Public Information Officer regarding any changes in bus schedules.

2. Provide emergency mass transportation services to the Washtenaw County or Ann Arbor City EOC’s as resources permit.

L. All Other Jurisdictions Within Washtenaw County

1. Notify the Washtenaw County Sheriff Emergency Services Division (Metro Dispatch will contact the Emergency Services Division staff during off-hours) when “Snow Condition Yellow”, or “Snow Condition Red” conditions are present.

2. Provide hourly updated condition reports to the county EOC during “Snow Condition Yellow” and “Snow Condition Red”.

3. Initiate appropriate local emergency procedures.

M. University of Michigan Division of Public Safety and Security


2. Coordinate emergency operations for the University of Michigan.

3. Coordinate public information to the University of Michigan community.

N. University of Michigan Facilities and Operations

1. Maintain snow removal operations on University roads and grounds.

2. Provide situation reports to DPSS.
### WASHTENAW COUNTY EMERGENCY FANOUT LIST

<table>
<thead>
<tr>
<th>Person Completing Form</th>
<th>Type of Emergency</th>
<th>Date</th>
<th>Location</th>
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<tr>
<th>Type of Emergency</th>
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<tbody>
<tr>
<td>TIME</td>
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<tr>
<td>KDP-984 Quick Call Alerting System</td>
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<tr>
<td>Emergency Services Division 973-4900;</td>
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<tr>
<td>Hailman 320-0515 (see back for alternates)</td>
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<tr>
<td>81COM broadcast</td>
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<tr>
<td>Everbridge Internal Incident</td>
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<td>Red Flag Warnings – Quick Call, 81COM,</td>
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<tr>
<td>Fire Dept. fax (#52), i-fire chiefs, i-psap</td>
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<tr>
<td><a href="mailto:l-sheriffadminnotify@ewashtenaw.org">l-sheriffadminnotify@ewashtenaw.org</a> (Bcc: where possible)</td>
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<tr>
<td>HVA Fire Communications – 477-6445</td>
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<td>Road Commission – 761-1500; 477-6721 after hours</td>
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<td>Water Resources Commissioner – Weekdays 222-6860; after hours call Emergency Services</td>
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<tr>
<td>American Red Cross Disaster Services – 971-5300 Option 2 then Option 1</td>
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<tr>
<td>Wayne County Homeland Security &amp; Emergency Management – (734) 727-7287 and VanBuren Township &amp; City of Belleville Dispatch Center – (734) 699-8930</td>
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<td>C.I.S.M. and T.E.R.N. requests (see reverse for contact information)</td>
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<tr>
<td>FBI – Days 995-1310 – After hours and weekends (313) 965-2323</td>
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<tr>
<td>Local Fire Department</td>
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<tr>
<td>National Weather Service (248) 625-4139 (confidential) or (800) 808-0006</td>
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<tr>
<td>Activate Outdoor Warning Sirens</td>
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<td>Everbridge County Citizens Incident</td>
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**CONTACT KEY**

**EOC personnel will handle all areas shaded below in grey**

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<thead>
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<th>Event</th>
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<td>Tornado Warning</td>
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<td>Tornado Touchdown</td>
<td>DISP: II-III  EOC: XVI, I, IV &amp; VI</td>
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<td>High Wind, Wind Chill and Excessive Heat Warning</td>
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<td>Hazardous Materials Incident</td>
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<td>Flood Watch, Advisory or Warning; High Wind Watch and Advisory; Wind Chill and Heat Advisory</td>
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<td>Flooded Streets or Buildings</td>
<td>II, VIII, IX</td>
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<td>Dam Failure</td>
<td>DISP: II, III, XI, XIV  EOC: XV, IV, VI-X</td>
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<td>Winter Weather Advisories &amp; Watches</td>
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<td>Winter Storm &amp; Snow Squall Warnings</td>
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<td>Ice Storm &amp; Blizzard Warnings</td>
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<td>Snow Condition Red</td>
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<td>Red Flag Warnings</td>
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<td>Major Emergency (train/plane crash, anything 10+ injuries)</td>
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<tr>
<td>Critical Incident Debriefing request (CISM/TERN)</td>
<td>XII</td>
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<tr>
<td>Prison Escalation, Escape or Evacuation</td>
<td>II, III; then see back</td>
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<tr>
<td>Terrorist Incident or Credible Threat</td>
<td>II, VI, XIII</td>
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*Please inter-office to Emergency Services when complete*

8/14/20
ATTACHMENT B

CRITERIA AND DEFINITIONS FOR NATIONAL WEATHER SERVICE BULLETINS

**ADVISORIES** are issued when inconvenient weather is expected or occurring.

**WATCHES** are issued when a storm is developing but has not yet arrived.

**WARNINGS** are issued when potentially life threatening weather is present.

**BLIZZARD WARNING** - Visibility frequently below 1/4 mile in falling or blowing snow, and wind speeds (sustained or frequent gusts) at least 35 mph. These conditions are expected to continue for 3 hours or longer.

**FREEZE WARNING** - Freezing temperatures (shelter temperature 32°F or below) are expected during the growing season.

**FREEZING RAIN ADVISORY** – Less than one-quarter inch of ice accumulation is expected to cause inconveniences, but could lead to life-threatening situations if caution is not exercised.

**FROST ADVISORY** - Conditions that would lead to frost formation during the growing season, but warmer than freezing conditions.

**HIGH WIND WATCH** - Sustained non-thunderstorm winds greater than or equal to 40 mph lasting for one hour or longer, and/or gusts greater than or equal to 58 mph for any duration are possible.

**HIGH WIND WARNING** - Sustained non-thunderstorm winds greater than or equal to 40 mph lasting for one hour or longer, and/or gusts greater than or equal to 58 mph for any duration are expected.

**ICE STORM WARNING** - A significant and possibly damaging accumulation of ice (1/4” thick or more) is expected on all exposed surfaces.

**SNOW SQUALL WARNING** - Lake induced snow squalls are expected to produce heavy snow with sudden restrictions in visibility. Usually develops in narrow bands and impacts a limited area for relatively short duration. Driving conditions may become very hazardous at times.

**WIND ADVISORY** - Sustained non-thunderstorm winds greater than or equal to 30 mph lasting for one hour or longer or winds greater than or equal to 45 mph for any duration.

**WIND CHILL ADVISORY** - Wind chill values drop between -15 and -24°F, with winds equal to or greater than 10 mph.

**WIND CHILL WARNING** - Wind chill values fall to -25°F and below, with winds equal to or greater than 10 mph.

**WINTER STORM WATCH** - Snow accumulation rate of near one inch per hour or more or significant sleet accumulation is expected; or any significant combination of snow, sleet, freezing rain, wind and blowing snow are possible.

**WINTER STORM WARNING** – A Winter Storm Warning indicates that heavy snow of at least 6 inches in 12 hours, or at least 8 inches in 24 hours, is expected. It can also be issued if sleet accumulation will be at least half an inch. An Ice Storm Warning indicates that ice accumulation of at least ¼ inch is expected.

**WINTER WEATHER ADVISORY** – Winter weather is expected that could cause inconveniences, but also could lead to life-threatening situations if caution is not exercised. This would include two to seven inches of snow that accumulates gradually, blowing snow, sleet, or a mixture of these precipitation types when total accumulations are expected to be less than 8 inches in any 24-hour period.
WINTER WEATHER TERMINOLOGY

BLOWING SNOW: Wind-driven snow causing drifting and reduced visibility. This may be falling snow and/or snow on the ground that is picked up by the wind.

FLURRIES: Very light snowfall with little or no accumulation.

GRAUPEL: Small white snow pellets caused by raindrops that freeze, melt, and freeze again before reaching the ground.

SLEET: Small pieces of ice caused by raindrops that freeze just before reaching the ground.

SNOW: Rain and water vapor that crystallizes before reaching the ground. Accumulation varies based on the amount of moisture available in the atmosphere, temperature changes with height, and the temperature of the ground surface. Typical snowfall accumulations across Lower Michigan range from 1 to 5 inches per storm; but can be one or two feet when especially strong and slow-moving winter storms develop. Washtenaw County’s annual average snowfall is about 38 inches per season.

SNOW SHOWERS: Snow falling with variable intensity for brief periods of time. Some accumulation is possible.

SNOW SQUALLS: Brief, intense snowfall often accompanied by gusty winds. Anywhere from one-half inch to 3 inches of snow accumulation is typical for these events.
# SNOW EMERGENCY PLAN

## NOVEMBER 2020

## ATTACHMENT C

## SNOW EMERGENCY COUNCIL MEMBERSHIP

### Ann Arbor City Public Works-Street Maintenance
Molly Maciejewski, Public Works Manager
W.R. Wheeler Service Center
4251 Stone School Rd.
Ann Arbor, MI 48108
794-6350 Ext. 43328 (O); 904-4972 (M)
mmaciejewski@a2gov.org

### Ann Arbor Office of Emergency Management
Rick Norman, Director
111 N. Fifth Ave.
Ann Arbor, MI 48104
794-6980 (O); 545-6121 (M)
morman@a2gov.org
Lisa Wondrash, SPIO/AAPD
794-6152 (O); 323-4692 (M)
lwondrash@a2gov.org

### Ann Arbor Fire Department
Chief Mike Kennedy
111 N. Fifth Ave.
Ann Arbor, MI 48104
794-6961 Ext 49604 (O); 994-8814 (F)
810-333-8114 (M)
mkennedy@a2gov.org

### Ann Arbor Public Schools
2555 S. State St.
Ann Arbor, MI 48104
Marios Demetriou, Asst. Super., Fin. & Ops.
994-2250 (O); 479-7861 (M)
demetriou@aaps.k12.mi.us
Emile Lauzzana, Ex. Dir., Physical Properties
994-8118 (O); 545-6821 (M)
lauzzanae@aaps.k12.mi.us
Liz Margolis, Ex. Dir., Student & School Safety
994-2014 (O); 368-0127 (M)
margolisl@aaps.k12.mi.us

### Ann Arbor Township Fire Department
Chief Mark Nicholi
4319 Goss Rd.
Ann Arbor, MI 48105
741-5900 (O); 741-9801 (F)
517-392-7619 (M)
firechief@aatwp.org

### AAATA
2700 S. Industrial Hwy.
Ann Arbor, MI 48104
Brian Marshall, Manager of Bus Operations
794-1718 (O); 773-368-7827 (M)
bmarshall@theride.org
Yvette Washington, Assistant Manager of Bus Operations
794-1717 (O); 383-0799 (M)
ywashington@theride.org
Brian D. Smith, Deputy CEO of Operations
794-1764 (O); 545-2218 (M)
bsmith@theride.org

### Augusta Township Fire Department
Chief Dave Music
10985 Whittaker Rd. PO Box 217
Whittaker MI 48190
461-9500 (O)
capt367@hotmail.com

### Chelsea Area Fire Authority
Chief Rob Arbini
200 West Middle St.
Chelsea, MI 48118
475-8755 (O); 475-1967 (F)
chiefarbini@chelseafire.org
Chelsea Police Department
Chief Ed Toth
311 S. Main St.
Chelsea, MI 48118
475-9122 (O)
etoth@chelseapd.org

Dexter Area Fire Department
Chief Robert Smith
8140 Main St.
Dexter, MI 48130
426-4500 (O); 426-8537 (F)
808-1631 (M)
chief@dexterareafire.org

Dexter Department of Public Works
Dan Schlaff
3600 Central St.
Dexter, MI 48130
426-8530 (O)

Eastern Michigan University
Chief Robert Heighes, Executive Director Dept. of Public Safety
1200 Oakwood St. EMU
Ypsilanti, MI 48197
487-0894 (O); 480-4847 (F)
323-4523 (M)
rheighes@emich.edu
Kathryn Wilhoff, Health & Safety Director Dept. of Public Safety
1200 Oakwood St. EMU
Ypsilanti, MI 48197
487-0794 (O); 260-0296 (M)
kwilhoff@emich.edu

HVA (Emergent Health)
Marc Breckenridge
1200 State Circle
Ann Arbor, MI 48108
477-6783 (O); 369-0035 (M)
m breckenridge@emergenthealth.org

Manchester Township Fire Department
Chief Bill Scully
275 S. Macomb St.
Manchester, MI 48158
428-9439 (O); 428-8122 (F)
wscully@twp-chester.org

Michigan Department of Transportation
Brighton Transportation Service Center
Fonda Place – Suite 500
10321 E. Grand River Suite 500
Brighton, MI 48116
Doug Lynch, Transportation Maintenance Coordinator – 810-217-1729 (M)
lynchd@michigan.gov
Andrew Hodges, Operations Engineer
810-225-2629 (O); 810-227-7929 (F)
810-360-9242 (M)
hodgesa@michigan.gov

Michigan Department of Transportation
Steve Palmer, Associate Engineer-Delivery University Region Office
4701 W. Michigan Ave.
Jackson, MI 49201
517-750-0425 (O); 517-750-4397 (F)
517-243-3153 (M)
palmers5@michigan.gov
Don Hicks, Regional Maintenance Superintendent
517-749-6008 (M)
hickd5@michigan.gov

MSPEMHSD
Lt. Nathan McQueen, District 2S Coordinator
12111 Telegraph Rd.
Taylor, MI 48180
287-5044 (O); 248-210-0672 (M)
mcqueenn@michigan.gov
**Michigan State Police Post #12**
F/Lt. Joel Allen  
4337 Buno Rd.  
Brighton, MI 48114  
810-227-1051 (W); 810-229-6770 (F)  
517-242-4150 (M)  
Allenj16@michigan.gov

**Michigan Region of the American Red Cross**
4624 Packard Rd.  
Ann Arbor, MI 48108  
Jessica Warfield, Disaster Program Manager  
926-5735 (O); 971-5303 (F)  
313-348-0935 (M)  
jessica.warfield@redcross.org  
Eric Holka  
4624 Packard Rd.  
Ann Arbor, MI 48108  
248-302-4082 (M)  
eric.holka@redcross.org

**Milan Police Department**
Chief Donald Tillery  
35 Neckel Court  
Milan, MI 48160  
439-1551 (O); 439-1565 (F)  
donaldt@milanmich.org

**Milan Department of Public Works**
Stanley Kirton  
455 Squires Dr.  
Milan, MI 48160  
439-7089 (O); 439-3925 (F)  
985-5833 (M)  
stanleyk@milanmich.org

**Milan Area Fire Department**
Chief Robert Stevens  
45 Wabash St.  
Milan MI 48160  
439-2843 (O) 368-2348 (M)  
rgstevens@milanareafire.com

**National Guard**
7400 S. Huron River Dr.  
Ypsilanti, MI 48197  
483-6323 (O); 483-7076 (F)

**Northfield Township Public Safety**
Director William Wagner  
8350 Main St.  
Whitmore Lake, MI 48189  
449-2385 (O); 449-2521 (F)  
wagnerw@northfieldmi.gov

**Pittsfield Township Public Safety**
Fire Chief Sean Gleason  
6227 W. Michigan Ave.  
Ann Arbor, MI 48108  
822-4926 (O) or 944-0744 (F)  
gleasons@pittsfield-mi.gov

**RACES Coordinator**
Ben Pinette KC8NIY  
2201 Hogback Rd.  
Ann Arbor MI 48105  
973-4872 (O)  
pinetteb@washtenaw.org

**Salem Township Fire Department**
Chief Jim Rachwal  
9600 Six Mile Rd.  
Salem MI 48175  
248-349-1178 (O)  
firechief@salem-mi.org

**Saline Police Department**
Chief Jerrod Hart  
100 North Harris St.  
Saline, MI 48176  
429-7911 (O); 429-8307 (F)  
jhart@cityofsaline.org
Saline Area Fire Department
Chief Craig Hoeft
205 E. Michigan Ave.
Saline, MI 48176
429-4440 or 429-7911 (O)
salinfire@aol.com

Salvation Army
Major Kris Wood
100 Arbana Dr.
Ann Arbor, MI 48103
668-8353 (O); 358-3237 (M)
kris_wood@usc.salvationarmy.org

Scio Township Fire Department
Chief Andrew Houde
1055 N. Zeeb Rd.
Ann Arbor, MI 48103
665-6001 (O); 665-2339 (F)
586-709-2391 (M)
ahoude@sciotownship.org

Superior Township Fire Department
Chief Victor Chevrette
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Ypsilanti MI 48198
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vchevrette@superior-twp.org

University of Michigan Emergency Management
109 E. Madison
Ann Arbor, MI 48109
Andrew Burchfield
615-5781 (O); 616-450-9437 (M)
aburchfi@umich.edu
Bob Neumann – Chief of Police
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mcopbob@umich.edu
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Lukeland Gentles – Director of Grounds
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genks@umich.edu
Steve Dolen – Director of Transportation
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University of Michigan Health System
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Hilary King – Director of Emergency Management
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Carrie Wright – Emergency Management
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Jon Fairchild – Adult Emergency Services
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Deb Koesler – Children’s Emergency Services
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dkoesler@med.umich.edu

Washtenaw County Sheriff’s Office
Police Services Division
Commander Keith Flores
2201 Hogback Road P.O. Box 8645
Ann Arbor, MI 48107-8645
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floresk@washtenaw.org

Washtenaw County Sheriff’s Office
Emergency Services Division
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Washtenaw County Road Commission
Jim Harmon, Director of Operations
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Ypsilanti Fire Department
Chief Ken Hobbs
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Ypsilanti, MI 48197
482-9778 (O); 325-8770 (M)
k hobbs@cityofypsilanti.com

Ypsilanti Police Department
Chief Tony DeGiusti
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Ypsilanti Township Fire Department
Chief Eric Copeland
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Ypsilanti, MI 48198
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Ypsilanti Township Residential Services Director
Mike Hoffmeister
7200 South Huron River Drive
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Ypsilanti Public Works
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anharbornews@mlive.com  

**WAAM 1600 AM**  
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971-1607 or 971-1689 (O); 973-2916 (F)  
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dan.martin@waamannarbor.com  

**WDEO 990 AM**  
Ave Maria Radio  
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Ann Arbor, MI 48105  
930-3164 or 930-3169 (O); 930-3179 (F)  
Attn: Steve Clarke, Operations Manager  
sclark@avemariaradio.net  

**WEMU 89.1 FM**  
King Hall, EMU  
Ypsilanti, MI 48197  
487-2229 or Studio 487-8936; 487-1015 (F)  
Dave Fair, News Director  
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dfair@emich.edu  
Molly Motherwell, General Manager  
487-2231 (O); 717-7274 (M)  
mmotherwe@emich.edu  
Lisa Barry, Afternoon News Anchor  
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lbarryma@emich.edu  

**WTKA 1050 / WQKL 107.1 / WWW 102.9 / WLBY 1290**  
Ann Arbor Radio (Cumulus)  
1100 Victors Way STE 100  
Ann Arbor, MI 48108  
302-8151 News Dept. 5:00 AM-10:00 PM  
302-8100 Main Office  
998-1071 Studio line  
Eric Jones, Chief Engineer  
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Brian Welch, After-Hours Contact  
brian.welch@cumulus.com  

**WUOM 91.7 FM**  
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HOSPITALS

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Chelsea, MI  48118
712-6176 (O); 812-2314 (M)
denise.bechard@stjoeshealth.org

St. Joseph Mercy Ann Arbor Hospital
Denise Bechard, Emergency Manager
Emergency Management Coordinator
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Ann Arbor, MI  48106-0992
712-6176 (O), 812-2314 (M)
denise.bechard@stjoeshealth.org

United States Department of Veterans Affairs
VA Ann Arbor Healthcare System
Christopher Roe, Emergency Manager
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845-5737 (O); 478-3232 (C)
christopher.roe@va.gov

University of Michigan Hospitals
(see page 17 for additional information)
ATTACHMENT D

NEWS RELEASE STANDARD FORMAT

PUBLIC INFORMATION OFFICERS:

For a “Snow Condition Yellow”, the statement should read:

“A “Snow Condition Yellow” has been issued for Washtenaw County by the Snow Emergency Council. This means that very hazardous driving conditions exist with heavy snow or ice, drifting, or limited visibility. Traffic is moving at reduced speeds with major highways being maintained in fair condition, but local roads may be impassable. Motorists are urged that if they must drive, use extreme care and allow for a significant drive time.”

[Add additional specific local information if required.]

For all recorded bulletins, close with the following:

“Please attempt to keep house number visible to assist first responders and stay tuned to this station for updated weather and road information. Reporting for the Washtenaw County Snow Emergency Council, this is _________________(name).”

For a “Snow Condition Red”, the statement should read:

“A “Snow Condition Red” has been issued for Washtenaw County by the Snow Emergency Council. This means that extremely hazardous driving conditions exist on major highways and roads with heavy snow and/or ice, severe drifting and/or extremely limited visibility. The majority of local roads may be impassable. Traffic is stalling in some areas, and the storm is expected to continue or worsen. The entire road system may become completely unusable. Motorists are urged not to drive. Do not call 9-1-1 unless you have a life threatening emergency to report.”

Add additional support information, such as:

- The (name community) area, however, is currently experiencing (define).

- At the present time I-94, US 23, M 14, US 12, etc..... is/are (define).

- Please stay tuned to this station for updated weather and road information.

[Add additional specific local information if required.]

For all recorded bulletins, close with the following:

“Please attempt to keep house number visible to assist first responders and stay tuned to this station for updated weather and road information. Reporting for the Washtenaw County Snow Emergency Council, this is _________________(name).”
ATTACHMENT E

WASHTENAW COUNTY ROAD COMMISSION CRITICAL FACILITY ROUTES

TO: Snow Emergency Council Members

DATE: September 2, 2020

RE: Road Commission Responsibility for Roads to Critical Facility Locations during Snow Condition Red

The Road Commission will perform winter maintenance operations on the following roads under its jurisdiction or by contract responsibility to MDOT for the following critical facilities (shelters when activated) in the event of a declared emergency during Snow Condition Red. Additional critical facilities not listed below will be coordinated as necessary.

<table>
<thead>
<tr>
<th>FACILITY</th>
<th>LOCATION</th>
<th>ROADS</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Red Cross</td>
<td>4624 Packard Rd, Ann Arbor</td>
<td>US-23 @ M-17, M-17 to Carpenter to Packard to location</td>
</tr>
<tr>
<td>Ann Arbor Moose Lodge #1253</td>
<td>10160 Jackson Rd</td>
<td>I-94 to Jackson Rd to location</td>
</tr>
<tr>
<td>Beach Middle School</td>
<td>445 Mayer Dr, Chelsea</td>
<td>I-94 @ Fletcher Rd/Old US-12, Old US-12 to Freer Rd</td>
</tr>
<tr>
<td>Calvary Bible Church</td>
<td>8318 Carpenter, Ypsilanti</td>
<td>US-23 @ Willis Rd, Willis Rd to Carpenter Rd to location</td>
</tr>
<tr>
<td>Chelsea High School</td>
<td>740 N Freer, Chelsea</td>
<td>I-94 @ Fletcher Rd/Old US-12, Old US-12 to Freer Rd</td>
</tr>
<tr>
<td>Creekside Intermediate School</td>
<td>2615 Baker, Dexter</td>
<td>I-94 @ Baker Rd, Baker Rd to location</td>
</tr>
<tr>
<td>Dexter High School</td>
<td>2200 Parker, Dexter</td>
<td>I-94 @ Baker Rd, Baker Rd to Shield Rd to Parker Rd to location</td>
</tr>
<tr>
<td>Eagle Crest Resort Convention Center</td>
<td>1275 Huron, Ypsilanti</td>
<td>I-94 @ Huron Rd, Huron Rd to location</td>
</tr>
<tr>
<td>EMU Convocation Center</td>
<td>799 N Hewitt, Ypsilanti</td>
<td>US-23 @ M-17, M-17 to Hewitt Rd to location</td>
</tr>
<tr>
<td>Freedom Township Hall</td>
<td>11508 PI Lake, Manchester</td>
<td>M-52 @ Pleasant Lake Rd, Pleasant Lake Rd to location</td>
</tr>
<tr>
<td>High Point School</td>
<td>1735 S Wagner, Ann Arbor</td>
<td>I-94 @ Zeeb Rd, Zeeb Rd to Jackson Rd to Wagner Rd to location</td>
</tr>
<tr>
<td>I-94 Truck Storage Area</td>
<td>Jackson Rd</td>
<td>Jackson Rd between Fletcher Rd and Dino Dr</td>
</tr>
<tr>
<td>IBEW Local 252/Pipefitters Local 190</td>
<td>7920 Jackson, Ann Arbor</td>
<td>I-94 @ Baker Rd, Baker Rd to Jackson Rd to location</td>
</tr>
<tr>
<td>Lincoln Consolidated High School</td>
<td>7425 Willis, Ypsilanti</td>
<td>US-23 @ Willis Rd, Willis Rd to location; I-94 @ Huron Rd, Huron Rd to Whittaker Rd to Willis Rd to location</td>
</tr>
<tr>
<td>School Name</td>
<td>Address</td>
<td>Route Details</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>----------------------------------------------</td>
<td>-------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Lincoln Consolidated Middle School</td>
<td>8744 Whittaker, Ypsilanti</td>
<td>US-23 @ Willis Rd, Willis Rd to Whittaker Rd to location; I-94 @ Huron Rd, Huron Rd to Whittaker Rd to location</td>
</tr>
<tr>
<td>Manchester High School</td>
<td>20500 Dutch Dr, Manchester</td>
<td>M-52 to Dutch Dr</td>
</tr>
<tr>
<td>Manchester Middle School</td>
<td>710 E Main St, Manchester</td>
<td>M-52 to location</td>
</tr>
<tr>
<td>Mill Creek Middle School</td>
<td>7305 Dexter-Ann Arbor, Dexter</td>
<td>I-94 @ Baker Rd, Baker Rd to Dan Hoey Rd</td>
</tr>
<tr>
<td>Morris Lawrence Building</td>
<td>4800 E. Huron River Dr, Ann Arbor</td>
<td>US-23 @ M-17, M-17 to Golfside Rd to Huron River Dr to location</td>
</tr>
<tr>
<td>Saline High School</td>
<td>1300 Campus Parkway, Saline</td>
<td>US-12 @ State Rd, State Rd to Campus Pkwy to location</td>
</tr>
<tr>
<td>Skyline High School</td>
<td>2552 N Maple, Ann Arbor</td>
<td>M-14 @ Maple, Maple Rd to location</td>
</tr>
<tr>
<td>St. Andrews Catholic Church</td>
<td>910 Austin Rd, Saline</td>
<td>US-12 to Austin Rd to location</td>
</tr>
<tr>
<td>St. Joseph Mercy Hospital</td>
<td>5301 McAuley, Ypsilanti</td>
<td>US-23 @ Geddes Rd, Geddes Rd to Dixboro Rd to Huron River Dr to location</td>
</tr>
<tr>
<td>Tri-County Sportsman League</td>
<td>8640 Moon, Saline</td>
<td>US-12 @ Moon Rd, Moon Rd to location</td>
</tr>
<tr>
<td>UAW Local 898</td>
<td>8975 Textile, Ypsilanti</td>
<td>I-94 @ Rawsonville Rd, Rawsonville Rd to Textile Rd to location</td>
</tr>
<tr>
<td>Washington Street Educational Center</td>
<td>500 E Washington St, Chelsea</td>
<td>I-94 @ Fletcher Rd/Old US-12, Old US-12 to Freer Rd</td>
</tr>
<tr>
<td>Washtenaw County Service Center</td>
<td>2201 Hogback, Ann Arbor</td>
<td>US-23 @ M-17, M-17 and Hogback Rd to location</td>
</tr>
<tr>
<td>Washtenaw Intermediate School District</td>
<td>1819 Wagner Rd, Ann Arbor</td>
<td>I-94 to Jackson Rd to Wagner Rd to location</td>
</tr>
<tr>
<td>Washtenaw International High School</td>
<td>510 Emerick, Ypsilanti</td>
<td>I-94 to US-12 to M-17 to Maus Ave Emerick St to location</td>
</tr>
<tr>
<td>Whitmore Lake High School</td>
<td>7430 Whitmore Lake, Whitmore Lake</td>
<td>US-23 @ Six Mile Rd, Six Mile Rd to Whitmore Lake Rd to location; US-23 @ N Territorial Rd, N Territorial Rd to Whitmore Lake Rd to location</td>
</tr>
<tr>
<td>Whitmore Lake Middle School</td>
<td>8845 Main, Whitmore Lake</td>
<td>US-23 @ Six Mile Rd, US-23 @ Eight Mile Rd, Main St to location</td>
</tr>
<tr>
<td>York Baptist Church</td>
<td>11220 Stony Creek Rd, Milan</td>
<td>US-23 to Willis Rd to Platt Rd to Stony Creek Rd to location</td>
</tr>
<tr>
<td>Ypsilanti High School</td>
<td>2095 Packard, Ypsilanti</td>
<td>I-94 to US-12 to Hewitt Rd to Packard Rd to location</td>
</tr>
<tr>
<td>Ypsilanti Community Middle School</td>
<td>235 Spencer Ln, Ypsilanti</td>
<td>US-12 to Spencer Ln to location</td>
</tr>
</tbody>
</table>
RC20-256 B. Fuller moved, R. Green seconded that upon the recommendation of the Director of Operations and the concurrence of the Managing Director, the Board hereby approves the 2020-2021 Winter Maintenance Guidelines.”

Roll Call Vote: YEAS: B. Fuller, R. Green, D. Fuller, G. Llamas, J. McCollum; NAYS: None; ABSENT: None; ABSTAIN: None; Motion Carried.

It is the Road Commission’s objective to achieve traversable roadways with its winter maintenance operations with the effective use of available resources. To that end, the Director of Operations, by position, is empowered to make necessary, prudent decisions in the disposition of resources to maximize winter maintenance service delivery in fulfillment of the Road Commission statutory mission. Winter maintenance operations shall be carried out with normally performed maintenance methods as required based upon a number of factors such as, but not limited to road conditions, weather forecasts, nature and type of storm event, and time and duration of storm event. Generally, winter maintenance operations will begin when slippery conditions exist or snow levels reach about two inches on most major roads. If snow continues to fall or is predicted, crews will be mobilized to respond accordingly.

In addition to its county road system, the Washtenaw County Road Commission maintains state trunklines located outside incorporated cities and villages under contract by the Michigan Department of Transportation (MDOT). Winter maintenance services for state trunklines shall be performed in accordance with MDOT guidelines and/or directions set forth by MDOT district maintenance personnel. MDOT has established a priority level for all MDOT state trunklines within Washtenaw County.

Normal winter maintenance hours of operation are Monday through Friday, 7:00 a.m. to 3:30 p.m. A night patrol crew will begin late November and continue through approximately mid-March. The night patrol crew consists of four personnel that are on duty from 8:00 p.m. until 4:30 a.m., five days a week, and responds to ice and snow conditions on MDOT state trunklines. This crew is funded in total by MDOT. In isolated cases, the night patrol crew can perform winter maintenance on county roads, at the Road Commission’s expense.

Winter maintenance operations shall be conducted in accordance with the established priority system based on traffic volumes, road classification, and location. The winter maintenance priorities are as follows:


Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement surface over its entire width generally bare of ice and snow. This work may be accomplished using overtime as necessary. Winter maintenance crews shall scrape snow and ice from the roadway surface and apply deicing chemicals and/or abrasives as needed to provide a wet and reasonably bare pavement. Clearing the pavement bare of ice and snow over its entire width will be a continuous process during and after the snow event using overtime as necessary.
Priority 2 (M-52, M-153, M-17, BR-12, US-12 between I-94 & Wayne County)

Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement surface generally bare of ice and snow in the center portion with sufficient width for one-wheel track in each direction. Winter maintenance crews shall scrape and apply deicing chemicals and/or abrasives as needed. This work may be accomplished using overtime as necessary during a winter storm event. Clearing the pavement bare of ice and snow over its entire width will be accomplished as soon as reasonably possible after the winter storm event, without working overtime.

Priority 3 (Subdivision Roads)

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a pavement surface that is one plow truck pass wide in each direction of travel, with a thin cover of snow permissible. This work will be accomplished as soon as reasonably possible after the completion of Priority 1 and the initial goal of Priority 2. Under extreme packed ice conditions, application of deicing chemicals and/or abrasives may be utilized in an emergency on hills, curves, and intersections only with the authorization of the Superintendent of Maintenance, with the concurrence of the Director of Operations.

Clearing the pavement surface of snow and ice from each side of the roadway centerline with a thin cover of snow permissible shall be accomplished as soon as reasonably possible, using overtime as necessary.

Snow and ice may be scraped and plowed during periods of thaw or melt at catch basin or other primary drainage outlet locations to provide reasonable drainage, using overtime as necessary.

Priority 4 (Gravel Roads)

Winter maintenance services shall be provided as appropriate under prevailing weather conditions with a goal of providing a gravel surface that is one plow truck pass wide in each direction of travel. This work will be accomplished as soon as reasonably possible after the completion of Priority 1 and the initial goal of Priority 2. Winter maintenance crews shall scrape and plow snow from the traveled portion of the roadway leaving a thin cover of snow. Under extreme packed ice conditions, application of abrasives may be utilized in an emergency on hills, curves, and intersections only with the authorization of the Superintendent of Maintenance, with the concurrence of the Director of Operations.

Clearing the gravel surface of snow and ice over the entire width of the roadway shall be accomplished as soon as reasonably possible, using overtime as necessary.

Crews normally assigned to winter maintenance operations on state trunklines may be used on county roads after Priority 1 and 2 have been completed.

If a storm is long lasting or a second storm starts before Priority 3 and 4 routes have been completed, crews will return to Priority 1 and 2 routes.

The Director of Operations may authorize overtime for Shop and Buildings & Grounds personnel as necessary in support of winter maintenance operations.

The Director of Operations shall present these guidelines at the annual meeting of the Snow Emergency Council held at the Washtenaw County Emergency Operations Center in late October/early November. The Snow Emergency Council is comprised of concerned public service agencies operating within Washtenaw County.
These include, but are not limited to, Road Commission, MDOT and municipal street departments, news media, school districts, fire and police departments, and the Washtenaw County Sheriff’s Office Emergency Services Division. The purpose of establishing the Council is to coordinate emergency response of public service agencies when winter weather may threaten the health and safety of the public. The expeditious movement of traffic and the safety of citizens being the primary purpose of the Council, it is the intent of the Council to not only handle the clearance of streets and highways, and the responsibility to respond to emergency requests for services, but to provide coordinated public information on the condition of local streets and highways.
**Winter Level of Service for 2020-2021**

**Guide for Snow and Ice Control**

**Priority Level 1 (ORANGE)**
Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement surface over its entire width generally bare of ice and snow. This work may be accomplished using overtime as necessary.

Clearing the pavement bare of ice and snow over its entire width will be a continuous process during and after the snow event using overtime as necessary.

**Priority Level II (BLUE)**
Provide maintenance service as appropriate under prevailing weather conditions, with a goal of providing a pavement surface generally bare of ice and snow in the center portion wide enough for one-wheel track in each direction. This work may be accomplished using overtime as necessary during a winter storm event.

Clearing the pavement bare of ice and snow over its entire width will be accomplished as soon as reasonably possible after the winter storm event, without working overtime.

*Updated 10/2011*
Michigan Departments of
Transportation and State Police

PROCEDURES
for
CLOSURE of STATE HIGHWAYS

This plan provides the authority, inter-department coordination, and specific assignments for official closures of the state highway system within an area affected by an emergency disaster or severe weather conditions.

(signed copy on file)
Commander, Field Services Bureau
Michigan State Police

(signed copy on file)
Chief Operations Officer
Michigan Department of Transportation

10/1/2006
Date

9/15/2006
Date

Updated: September 2006
Replaces: February 2000

Published and Distributed By:
Michigan State Police
Operations Center
517-336-6100

Michigan Department of Transportation
Safety and Security Administration
517-241-1697
Michigan Departments of Transportation and State Police

Procedures for
Closure of State Highways

I. PURPOSE

To provide guidance for Michigan Departments of Transportation and State Police personnel to follow when closing state highways. The general nature of state highway closures requires prompt coordinated response and effective action.

II. AUTHORITY

A. Michigan Department of Transportation

The Michigan Department of Transportation (MDOT) is the agency with jurisdiction over state highways and the responsibility to keep them reasonably safe for public travel. Const 1963, part 5, § 28, MCL 691.1402. MDOT is authorized to close state highways to ensure public safety and that authority is not preempted by emergency/disaster conditions. MCL 750.497.

When an emergency is declared by proper authorities, the Michigan Emergency Management Plan provides for emergency/disaster response operations within the state and includes the following responsibilities and functions of MDOT:

1. Provide equipment and personnel for clearance of debris, heavy rescue, and traffic control/barrierberading.
2. Coordinate emergency traffic control measures on state highways, including road closures, in cooperation with the Michigan State Police (MSP).
3. Repair roads, bridges, drains, and traffic control signs/devices on the state highway system.
4. Coordinate emergency responses with the U.S. Department of Transportation and U.S. Coast Guard for activities involving all modes of transportation including: limiting or restricting air, rail, water, and vehicular traffic affected by the hazard area.

B. Michigan State Police

A person shall not refuse to comply with a lawful order or direction of a police officer when that officer, for public interest and safety, is directing traffic on the highways of this state. MCL 257.602. This includes the control of traffic when conditions exist that are hazardous to the traveling public (i.e., dangerous conditions requiring immediate actions for public safety, scenes of serious accidents, severely reduced visibility, extensive damage to roadways, or flooding, etc).

All accidents or incidents involving hazardous material must be reported to MSP Operations. They will notify MSP Emergency Management and Homeland Security Division (EMHSD). MSP EMHSD will then determine actions in coordination with responding department.

The following lists the basic responsibilities and functions of MSP if a road closure is required:

1. Incident management plans will be put into effect, if available.
2. Temporary closures will be provided under law enforcement authority. If a closure is expected to last four or more hours, assistance may be requested from the appropriate MDOT Region Associate Engineer or representative.
3. Closures should be reported to the appropriate MDOT Associate Region Engineer or representative as soon as possible.
III. EMERGENCY/DISASTER IDENTIFICATION

The need for complete, temporary, or partial closure of state highways may be necessary under any of the following conditions:

A. Natural Disasters
   - Flooding
   - Torredos and/or wind storms
   - Ice and/or snow storms
   - Earthquakes
   - Forest fires

B. Nuclear Incidents
   - Nuclear power plant incidents

C. Technological Incidents
   - Explosions
   - Hazardous materials
   - Fires
   - Transportation facility failures

D. National Security
   - Civil defense
   - Military action
   - Terrorist attack

E. Major Traffic Incidents
   - Traffic accidents
   - Unusual congestion

IV. ORGANIZATION

A. Michigan State Police Districts

MSP is organized into seven geographic districts (Appendix 1). MSP districts have duty officers available after normal working hours through regional dispatch centers. The following MSP divisions are represented in each MSP district:

<table>
<thead>
<tr>
<th>MSP Divisions</th>
<th>Types of Emergencies/Disasters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Emergency Management</td>
<td>Natural disasters</td>
</tr>
<tr>
<td></td>
<td>Nuclear incidents</td>
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<td></td>
<td>Technological Incidents</td>
</tr>
<tr>
<td>Motor Carrier</td>
<td>Major traffic incidents - trucks</td>
</tr>
<tr>
<td>Uniform</td>
<td>Major traffic incidents - police response</td>
</tr>
</tbody>
</table>

B. Michigan Department of Transportation Regions

MDOT administers its programs through seven region offices located throughout the state (Appendix 2). The Associate Region Engineer or representative coordinates MDOT’s response to all emergencies/disasters in their respective districts. MDOT’s Emergency Response Plan Call List is maintained at MSP district offices and MDOT contract maintenance agencies so appropriate staff can be notified (Appendix 3). Affected Associate Region Engineers or representatives coordinate region emergency management activities with bridge personnel at the Mackinac, International, and Blue Water Bridges.
V. MICHIGAN STATE POLICE RESPONSE PROCEDURES

When an incident occurs, law enforcement and/or fire services are normally the first to respond. They initially assess the situation and its scope, and determine whether additional assistance is needed. Other agencies may become involved, depending on the nature of the incident. The law enforcement response procedures listed below should be followed:

A. Incident Reporting

Incidents affecting highways should be reported to the appropriate MDOT region office.

B. Assistance Request

Assistance may be requested under the following conditions:

1. The road closure will be for an extended period of time, generally four hours or more.
2. The incident requires a detour of traffic from the state highway system and an incident management plan is not available for that area; the local road agency may assist with selecting appropriate alternate routes by considering load limits, bridges, overpasses, or other limiting factors. Documentation of the detour from the local road agency is necessary.
3. State highway closure is due to severe weather conditions.

All closures of state highways are basically the same in procedure and responsibilities. However, severe weather conditions can involve a much larger closure area. These conditions require a greater degree of coordination between involved agencies and the public.

During major incidents, the decision to completely close state highways will be made jointly by the involved MSP District Commander and MDOT Associate Region Engineer or representative(s), taking into consideration the general area affected and the anticipated length of time.

If an incident allows for a decision concerning timing of state highway closures, it is best to postpone the closure to non-peak hours. This closure postponement can only be considered if vehicles have been adequately removed from the traveled portion of the roadway and are not interfering with safe traffic flow.

An official bulletin will be prepared jointly by the involved MSP District Commander and MDOT Associate Region Engineer or representative(s) and released immediately to the news media. This announcement will state, as precisely as possible, the travel restrictions and area affected by the restriction.

VI. TASKS

A. Michigan State Police

1. MSP personnel will continuously inform MSP District Headquarters and MSP Operations Center, via telephone, radio, or Law Enforcement Information Network (LEIN), of local hazardous or restrictive road conditions for immediate release to the news media.
2. MSP Post Commander or representative will maintain coordination with road agencies and other law enforcement agencies within the affected area. Alert and work with county/city emergency management coordinators concerning the possible need for shelters and rescue operations within the affected area.
3. MSP District Headquarters will alert the MSP District Emergency Management Coordinator and Commander, as well as the MSP Emergency Management Coordinator.
4. MSP District Commander or representative will coordinate efforts with the appropriate MDOT Associate Region Engineer or representative concerning road closures within the district. If adjoining districts are involved, coordination will be through the MSP Operations Center in East Lansing.
5. MSP District Emergency Management Coordinator will assist MSP Post Commanders in the coordination of rescue operations and sheltering of stranded persons.

6. MSP Operations Center will notify MDOT’s Emergency Management Coordinator for coordination of highway operations. MSP Operations Center will also compile updated road data to be distributed to news media via National Oceanic and Atmospheric Association (NOAA) Weather Wire. The information may also be broadcast to all affected law enforcement agencies via LEIN. The MPS Operations Center will also alert the MSP Emergency Management and Homeland Security Division duty officer.

7. MSP will coordinate with local law enforcement agencies to:
   a. Report emergency related highway conditions to affected agencies.
   b. Immediately provide information to the appropriate MSP post and other responding law enforcement agencies to ensure coordination.
   c. Advise adjoining state and national border agencies of affected common highway closures.

B. Michigan Department of Transportation

MDOT personnel will follow applicable procedures as provided in the Emergency Management Response Plan Call List (summarized below):

1. Coordinate activities with the MSP District Commander.

2. Maintain communication with affected MDOT contract maintenance agencies for up-to-date road conditions assessments (Appendix 3).

3. Deploy region equipment and request additional equipment from other MDOT regions, when required.

4. When appropriate, coordinate emergency efforts with MSP District Commander on state highway closures.

5. When incident management plans are not available, assist MSP in determining road closure terminals for affected highways within the MDOT region and coordinate closures with adjacent MDOT regions, when required.

6. Contact other MDOT regions outside the emergency area for the possible need of their assistance.

7. Contact and work with Mackinac, Blue Water, and International Bridge staff, as necessary.

8. Notify and continuously update the MDOT Region Engineer, MDOT Chief Operations Officer, and MDOT Emergency Management Coordinator.

9. MDOT Emergency Management Coordinator will coordinate with the MSP Special Operations Division and affected MDOT region(s) to ensure an overall coordinated effort.

10. MDOT Associate Region Engineer or representative will coordinate with the contract maintenance agencies to:
    b. Report emergency related road and bridge closure information to the appropriate law enforcement agency.
    c. Respond with available resources from support organizations when required.
    d. Maintain close communications and coordination with all responding agencies during the emergency.
    e. Provide emergency traffic control using available signs, signals, barricades, and/or vehicles.
VII. RE-OPENING CLOSED HIGHWAYS

A. Michigan Department of Transportation
   Affected contract maintenance agencies and MDOT personnel will report information to the
   MDOT Associate Region Engineer or representative when a major highway can be re-opened.

B. Michigan State Police Post
   Affected MSP posts will report road conditions to their district headquarters and MSP
   Operations Center.

C. Michigan State Police District and Michigan Department of Transportation Region Officials
   MSP and MDOT officials will coordinate the re-opening of highways with the MSP Operations
   Center and affected road agencies or MDOT personnel.

D. Michigan State Police Operations
   MSP Operations Center will compile information on travel restrictions and re-opening of
   highways. Data will be submitted to the news media, via NOAA Weather Wire and LEIN, and
   broadcast to affected law enforcement agencies.