

**CABARRUS COUNTY EMERGENCY OPERATIONS PLAN
ANNEX I
PUBLIC WORKS**

Primary Agencies

- General Services

Support Agencies

- General Services – Sustainability – Solid Waste
- Active Living and Parks
- Municipal Public Works
- Emergency Management
- Water and Sewer Authority

I. PURPOSE

This annex describes the actions necessary to provide essential public works services during an emergency situation.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. In non-emergency periods, the role of General Services is the maintenance of County-owned/leased buildings and grounds, County vehicle fleets, generators, and other equipment.
2. General Services maintains the grounds for all County recreation facilities.
3. Cabarrus County (County) government facilities must remain open during emergency situations. Any damage to these facilities or the entry and exit routes to them must be repaired or contained to permit the staff to conduct recovery operations and resume normal operations.
4. There is frequently an immediate need for manpower and equipment to remove obstructions or debris from roads and government facilities.
5. The municipalities within the County that have public works capabilities conduct similar tasks to restore services. The County may call upon these agencies to assist in response and recovery operations during an emergency.

B. Assumptions

1. General Services has a limited capability to repair damage, restore utilities, and remove debris at County government facilities.
2. As required, these department personnel can repair and improve shelter facilities.
3. The landfill has sufficient capacity to hold and dispose the collected debris.

III. CONCEPT OF OPERATIONS

- A. During emergency situations, General Services continues its normal duties and expands its support to provide the necessary service to the County agencies responding to the emergency.
- B. General Services is prepared to operate and repair all power generation equipment, provide recovery and repair of County vehicles damaged during emergency response operations, and repair and modify facilities to meet emergency requirements. This includes shelter sites as needed.
- C. General Services provides support for emergency response agencies and coordinates with the Finance Department and local businesses to provide the materials, equipment, and labor necessary to accomplish the required tasks. As needed, the Director of General Services requests additional support from local municipalities through the Emergency Management Coordinator.
- D. The General Services Director coordinates and conducts debris removal at County facilities. The Landfill Supervisor assists with this task by providing additional vehicles, equipment, and personnel.
- E. Damage assessment teams provide information on the locations, amount, and types of debris encountered during their operations to the General Services Director (see Annex M - Damage Assessment, Annex R – Recovery, and the Disaster Debris Management Plan).
- F. The Landfill Supervisor organizes the landfill to receive the incoming debris and ensures that no hazardous wastes are included in the debris brought to the site. The landfill staff identifies a separate area for hazardous materials and clearly marks it for incoming traffic. The Emergency Management Coordinator provides for additional personnel and equipment support to dispose of the debris quickly and safely.
- G. The General Services Director notifies the County Emergency Management Coordinator when County resources are inadequate for the mission(s) at hand.
- H. The Emergency Management Coordinator requests assistance from other municipalities' response organizations and from the North Carolina Division of Emergency Management.
- I. Each municipality serves its own community during the initial response to the emergency. When municipal capabilities are exhausted, additional support is requested under existing mutual aid agreements. If needed, the Emergency Management Coordinator can assist these operations by requesting state or federal assistance.

- J. The State of North Carolina maintains state roads within the County and keeps these routes clear during emergency situations. The Department of Transportation clears and removes debris on the right-of-ways on state roads.
- K. Within the municipalities in the County, there is a mixture of state-maintained roads and city/town maintained streets and roads. The County and municipalities coordinate agreements with the Department of Transportation (NCDOT) to specify responsibility for debris removal and repair of these roads.
- L. The County Emergency Operations Center (EOC) provides information and coordinates with the NCDOT to clear critical roadways and other areas to provide access for emergency vehicles if needed to respond to specific situations.

IV. DIRECTION AND CONTROL

- A. When notified of an emergency situation, the General Services Director determines the County resources required for the response and alerts appropriate personnel.
- B. The General Services Director operates initially from the EOC and is assigned to the Resource Group.
- C. The landfill supervisor controls disposal operations at the County landfill.
- D. The General Services Director controls maintenance activities during emergencies. The General Services Director maintains direct communication with maintenance and other repair teams at all times.
- E. The Senior General Services Supervisor or the individual designated by the General Services Director coordinates control of on-site maintenance and debris removal.
- F. Within local municipalities, the Director of Public Works assumes control of these operations.
- G. The NCDOT County Road Supervisor controls debris removal on state roadways.

V. CONTINUITY OF GOVERNMENT

- A. Staffing assignments for positions in the EOC allow for continuous operations.
- B. Selection and assignment of personnel is the responsibility of the agencies represented.
- C. Once assigned to the EOC, the Emergency Management Coordinator (EOC Manager) supervises these personnel.
- D. In the event that the primary EOC is not functional, the Emergency Management Coordinator activates an alternate EOC and notifies the Board of Commissioners of this change. Transportation is provided to any County Commissioners who cannot reach the EOC locations.

E. Orders of Succession (General Services):

1. General Services Director
2. Assistant General Services Director
3. Building Maintenance Supervisor
4. Grounds Maintenance Supervisor

Orders of Succession (Landfill):

1. Landfill Supervisor
2. Automotive Mechanic
3. Lead Heavy Equipment Operator

F. Orders of succession for departments and agencies that support public works are in accordance with their internal standard operating procedures.