EMERGENCY RESPONSE PLAN TEMPLATE

For OTM & NN Water Systems

WISCONSIN RURAL WATER ASSOCIATION

EMERGENCY RESPONSE PLAN DEVELOPMENT
For
OTM & NN WATER SYSTEMS

Every public water system, regardless of its size, should have a plan for dealing with emergency situations. Depending on the size of the system, this plan can be as elaborate or simple as necessary. Every plan, however, should contain key elements that are necessary for you, or others if you're not available, to effectively deal with emergency situations. Once your plan is developed, it is important that you make it available to others and that you up-date it as necessary as the information in it changes.

The Wisconsin Administrative Code requires Other-Than-Municipal water systems to have an Emergency Response Plan that includes;

1. A list of plumbers, electricians or other contractors that would be available to respond in emergency situations. NR 811.11(8)(b)

2. Procedures for obtaining a back-up water source. NR 811.11(8)(b)

STEP –1. Contact Information

Make a listing of the contact information for anyone it may be necessary to contact in an emergency situation. This listing should include;

Owner and Employee contact information

Your plan should include during and after-hours contact information for those responsible for the operation of the water system. These should be listed in the order you wish to have people contacted, and it should include as many people as possible. Remember that in an emergency situation, not everyone on the list will be available as they may be dealing with personal situations relating to the emergency as well.

Emergency Response contact information

Your plan should include during and after-hours contact information for emergency response agencies that would respond to an emergency situation at your system such as county Emergency Management, local fire departments, your local Public Health Agency, ambulance services, gas, telephone, and electric service providers.

Law Enforcement contact information

Your plan should include during and after-hours contact information for local and county law enforcement agencies which would respond to an emergency at your system. While most areas have adopted the 911 emergency phone number, some areas have not and may have other numbers listed for you to contact. You should also include the contact information for your security company if you have a security system in place.

Regulatory Agency Contact Information

As the regulatory agency responsible for any situation concerning the quality and quantity of water you're providing to you customers, your plan should include during and after hours contact information for the Department of Natural Resources and the DNR District Engineer responsible for your water system.

Equipment and System Maintenance Contact Information

Your plan should include contact information for the suppliers and maintenance contractors for the different components of your water system. Include such information as the make, model number, serial number and size of any equipment and where and when it was purchased. Also include contact information on contractors, plumbers and electricians that you work with to maintain your wells, pumps, treatment systems and mains and the suppliers of any treatment chemicals you use to treat your water. You may also want to talk to these contractors and find out who else you may contact that may be familiar with components such as yours, should they not be available in an emergency situation.

Electric

Name	Address	Daytime Phone	After-hours Phone
1. WE ENERGIES		1-800-242-9137	1-800-242-9137
2.			

Telephone

Name	Address	Daytime Phone	After-hours Phone
1.			
2.			

Law Enforcement Contact Information

Law Enforcement

Name	Location	Daytime Phone	After-hours Phone
1. MEQUON POLICE DEPT.	11300 N. BUNTROCK AVE MEQUON	262-242-3500	262-242-3500
2.		911 EMERGENCY	911 EMERGENCY

Security System

Name	Address	Daytime Phone	After-hours Phone
1. ADT		1-800-238-4653	1-800-238-4653
2.			

Regulatory Agency Contact Information

Name	Address	Daytime Phone	After-hours Phone
1. WASHINGTON METRO DNR		414-263-8695	
2.			
3.			
4.			
5.			
6.			

Water Sampling Contact Information

Name	Address	Daytime Phone	After-hours Phone
1. ARTHUR LIEBAU LIEBAU-LAUN INC.	1200 W. LIEBAU ROAD MEQUON	262-242-1740	262-510-7151
2.			(ARTHUR LIEBAU CELL)

Bulk Water

In some cases, water delivered by bulk liquid haulers such as milk hauling companies may be the best source of emergency water. This can be piped directly into the system if piping arrangements allow, or it can be provided to customers at centralized locations where portable containers can be filled. If this is one of your options, or your primary means of providing back-up water, arrangements must be made in advance with both the haulers and the providers and these arrangements must be included in your ERP.

Bottled Water

Although providing bottled water in emergency situations may not meet all your customer's water needs (i.e. sanitary uses, showering, clothes washing, fire prevention, etc.) it can be an excellent source of potable water for human consumption. If this is one of your options, or your primary means of providing back-up water, arrangements must be made in advance with bottled water suppliers and those arrangements must be included in your ERP.

Combinations

As stated above, in some cases (such as extended power outages) it may be beneficial to utilize multiple means of back-up water sources instead of only one. Although not required, it is advisable that any back-up sources available be identified and listed in your ERP in the event that multiple sources are necessary.

Backup Water Sources for VINTAGE ESTATES Water System.

Source	Procedures	Contact Information
1. BACK-UP WELL / PUMP	CONTACT ARTHUR LIEBAU OF LIEBAU-LAWN INC.	262-242-1740 WORK 262-510-7151 CELL
2.		
3.		
4.		
5.		

7. Pump out all of the chlorine solution where the chlorine will do no damage. Pump until you can no longer smell the chlorine. Flush out your other water taps.

8. Resample for bacteria only after all of the chlorine is flushed from the system.

Disinfection of Household Water

The following procedures will destroy the usual bacteria and other microorganisms that may be present in water obtained from a contaminated public water supply system or from alternate emergency sources.

Heat Disinfection (boiling)

Boil the water for at least one minute after reaching a rolling boil.

Chemical Disinfection

1. Strain water through a clean, tightly woven cloth into a clean container to remove any sediment or floating matter.
2. Purify the water with one of the following chemicals (choice of chemical is based on availability)
   a. Hypochlorite solutions (PUREX, CLOROX or other household bleach)

Read the label to find the percent of available chlorine in the solution and determine the number of drops needed to disinfect each quart of water from the table below:

Available Chlorine	Drops of Bleach to add to each quart of clear water	Drops of Bleach to add to each quart of cloudy water
1%	10	20
4 to 6%	2	4
7 to 10%	1	2
If not known	10	20
Mix thoroughly by stirring or shaking water in container. Let stand for 30 minutes. A slight chlorine odor should be detectable in the water. If not, repeat the dosage and let stand an additional 15 minutes before using.		

   b. Iodine: Use USP tincture of iodine; iodine from the medicine cabinet should be suitable. Add two to three drops to each quart of clear water (or eight to ten drops to each quart of cloudy water). Mix and let water stand for 30 minutes before using.

Purified water should be stored in clean, non-corrosive, tightly covered containers. Containers suitable for water storage include empty vinegar bottles, soft drink jugs and plastic milk containers that have been thoroughly washed and rinsed with purified water. Freezing does not disinfect water; ice cubes must be made from water that is properly disinfected.

NR 810.12 - Distribution system loss of pressure.

The water supplier for community water systems shall be responsible for taking corrective action when positive distribution system pressure is lost in an area affecting 25% or more of the overall distribution system or in an entire pressure zone. In addition to restoring system pressure, the water supplier shall perform all of the following:

(1) Notify the appropriate regional office of the department as soon as possible, but no later than one working day after the loss of pressure, as to the extent of the problem, cause and corrective actions taken.

(2) Start emergency disinfection of the water supply if the water system is not already continuously disinfected. At a minimum, the free chlorine residual shall be 0.2 mg/l at the entry point to the distribution system and detectable throughout the distribution system or the total combined chlorine residual shall be 1.0 mg/l at the entry point and detectable throughout the distribution system. If loss of pressure was limited to one pressure zone, the above disinfection requirements may be restricted to target the affected pressure zone. Higher disinfectant residuals may be required by the department if deemed necessary to ensure a safe water supply. Water mains and storage facilities in the area that lost pressure shall be flushed to remove contaminated water and to quickly establish an adequate disinfectant residual. Emergency disinfection shall be maintained until approval is obtained from the department to cease.

(3) Collect distribution system water samples for bacteriological analyses from the pressure loss area as soon as adequate pressure is returned to the water system. The number of samples collected shall increase as the extent of problem areas increases, but in no case may less than 2 samples be collected. The department shall be contacted to determine the number of samples and sampling locations. The water supplier shall comply with s. NR809.31 when water system sampling indicates the presence of coliform organisms.

(4) Issue an immediate boil water notice to all affected water consumers unless it is determined by the department that an acute threat to public health does not exist. The boil water notice shall be maintained until approval is obtained from the department to cease. In this subsection "boil water notice" means a special type of public notice that informs consumers that the water is bacteriologically unsafe and should be boiled prior to consumption. A boil water notice shall include all the following information:

(a) The water has tested bacteriologically unsafe for drinking.
(b) All water used for washing of eating utensils, drinking, or cooking should be boiled at a rolling boil for at least one minute.
(c) Ice and any beverages prepared with unboiled water should be discarded.
(d) Precautions listed in subd. 1 to 3 are in effect until further notice.

(5) Notify the public in the area affected as prescribed in s. NR809.951 unless the department determines that no health hazard has existed.

(6) Take all corrective actions necessary to prevent additional pressure losses.

History: CR 09–073: cr. Register November 2010 No. 659, eff. 12–1–10.

EMERGENCY PHONE NUMBERS

Water System Name: VINTAGE ESTATES

Public Water System Id Number: 24607055

Well Address: DRIVEWAY NORTH OF 10121 N. VINTAGE COURT, MEQUON, WI 53092

Contact	Name	Phone Number	Fax
~~Owner~~ SUBD. PRESIDENT	MARY PELTIN	414-241-8500	
~~Manager~~ SUBD. VICE-PRESIDENT	BOB MILLER	414-378-5522	
Sampler	ARTHUR LIEBAU	262-510-7151	
Certified Water System Operator	ARTHUR LIEBAU	262-510-7151	
DNR Contact	Washington Methu	414-263-8695	414-263-8483
Electrician	KWK ELECTRIC	414-374-2076	
Plumber	BUOIAC PLUMBING	262-241-1914	
Pump Installer	ARTHUR LIEBAU	262-510-7151	
Well Driller	ARTHUR LIEBAU	262-510-7151	
State Lab of Hygiene:		224-6202 or 1-800-442-4618	

If due to unforeseen circumstances we are without the use of our well for an extended period of time we will take the following steps to notify water system users and provide for drinking and sanitation needs:

CONTACT RESIDENTS BY PHONE AND EMAIL IN ADDITION TO POSTING ON OUR SUBDIVISION WEBSITE.