



# **CITY OF WASHINGTON**

## **EMERGENCY WATER SUPPLY PLAN**

Last Revision/Review  
October 5, 2009  
August 16, 2011  
February 4, 2013  
February 3, 2014  
February 2, 2015  
February 1, 2016

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# **Chapter 1**

## **Purpose**

The purpose of this plan is to isolate and conserve an adequate supply of potable water during emergency conditions that will be used only to sustain human life and the lives of pets and maintain standards of hygiene and sanitation.

## **Chapter 2**

### **Description**

The potable water supply for the City of Washington is obtained through three city owned, operated and maintained wells. The wells are located outside the city limits. The Governing Body of the City of Washington will determine who shall receive access to the exact locations of each well. The wells each have their own well house building. The wells are capable of running 400 gallons per minute when operating two pumps at the same time. The distribution system contains two potable water storage towers. The first has a 250,000 gallon capacity and the second has a 44,000 gallon capacity. The distribution systems contains pipe up to 8-inch and the city maintains all distribution lines. The distribution system also contains two booster pumps at 40 hp and 50 hp ratings.

## **Chapter 3**

### **Disaster Organization**

#### **3-1 City Administrator – In-Charge Overall**

1. Coordinate and direct efforts of maintenance personnel in repair of damage.
2. Authorizes emergency appropriations to cover disaster damage and supply requests.
3. Establish communications within the governing body, local news media, and general public.
4. Establish command posts, medical posts, shelters, etc. while working with the County Emergency Preparedness Personnel.

#### **3-2 Public Works Superintendent**

1. Assess damages and establish communication with the City Administrator and other officials.
2. Notify KDHE District Engineer or Bureau of Water and request assistance as needed.
3. Oversee any repairs or alterations from the source of supply to treatment and pumping to throughout the distribution system.
4. Request emergency equipment and/or supplies if needed.
5. Request labor assistance if needed.
6. Contact power company (City of Washington) as to loss of power.
7. Update PIO (Public Information Officer – City Clerk) of the situation to include any current updates.

## **Chapter 4**

### **Mutual Aid Agreement**

If the emergency exceeds the capabilities of city resources, city staff will contact the Washington Emergency Preparedness personnel to secure additional resources. Their office will assist the water district in supplying potable water until our system is safely on line again.

Cooperative arrangements for water repair parts and fittings have been made with neighboring water districts and cities if needed.

Additional resources may be acquired through KS-MAP Agreement, of which the City of Washington is a member. KS-MAP requests are made to Kansas Municipal Utilities (KMU). Contact person is Brad Mears, 785-364-0670 or Jim Jackson, 785-218-9061.

## **Chapter 5**

### **Inventory of Emergency Equipment Available**

#### **5-1 City owned equipment:**

1. Mini excavator.
2. Loader.
3. Trucks.
4. Skid steer.
5. Generator.
6. Trash Pumps.

#### **5-2 Locally owned equipment and supplies:**

1. City of Hanover.

#### **5-3 Other Resources for Equipment**

You may call KDHE and KRWA for any other equipment and tools needed. Examples of possible equipment and tools could be chlorinators, generators, portable storage tanks, pipe and fittings and any other item that may help in an emergency. Both will do their best to help locate needed items as soon as possible.

Federally-owned equipment may be requested through the Bureau of Water Supply and National Guard.

## **Chapter 6**

### **Vulnerability of System (Disaster Response)**

#### **6-1 Drought- Water Shortage-As determined by the Governing Body**

1. The City's Ordinance will go into effect regulating the non-essential use of water during an emergency upon authorization from the City Administrator.
2. Public and media notification of water conservation will be relayed.
3. Staff will attempt to find location of additional water source(s).

#### **6-2 Accidental Spills or Contamination**

1. Operator may contact emergency services if their services are needed.
2. Operator will assess the situation and notify KDHE, Regional EPA Office, and/or Office of Emergency Preparedness of extent of damage.
3. Establish communications through the emergency services, news media, website, local IRIS program, and general public as needed.
4. Operator shall make sure that all sources of potable water storages are full.
5. When or if hazardous substances contaminate the water supply at the well locations, the Operator shall stop raw water from being pumped.
6. Utilize 294,000-gallon storage tanks supply.
7. Upon direction of City Administrator, the City shall purchase bottled water for consumption.
8. Transport water into City from another source if needed.

#### **6-3 Well House Buildings**

1. Power outage due to natural or man-made disaster.
  - a. The City will utilize a generator and restore electricity to raw water pumps.
  - b. The City will ascertain when power will be restored. The City operates its own electrical distribution system and power plant so no outside contact will be necessary.
2. Excessive damage to Well House Buildings.
  - a. Operator will assess damages and establish communication with the City Administrator, to be passed on to media and residents.



- b. The City's ordinance will go into effect regulating the non-essential use of water during an emergency upon authorization from the City Administrator.
- c. Upon direction of City Administrator, the Operator will notify KDHE and Bureau of Water of any anticipated needs.
- d. Operator will isolate distribution system and utilize water storage.
- e. The City Administrator will authorize a work force to repair damages to bring wells back on line.

#### **6-4 Distribution System**

- 1. Transmission Main Damage
  - a. Isolate main and repair damage.
- 2. Storage Tank Damage
  - a. The City's Ordinance will go into effect regulating the non-essential use of water during an emergency upon authorization from the City Administrator, if necessary.
  - b. Place needed pressure gauges and relief valves on hydrants for wasting in order to maintain a constant pressure.
  - c. Isolate tank by closing valve at bottom of tank.
  - d. Contact tower maintenance company.

#### **6-5 Terrorist Threats**

Notify Operator and City Administrator of threat and coordinate with civil defense personnel to provide protection at the wells and storage tanks.

#### **6-6 Radioactive Fallout**

- 1. Contact Office of Emergency Preparedness for information as to the possibilities of contamination to the system.
- 2. The City's ordinance will go into effect regulating the non-essential use of water during an emergency upon authorization from the City Administrator.
- 3. Utilize stored water until system is cleared for use.

## **Chapter 7**

### **Water Rationing**

Refer to City Ordinance located at City Hall.

## **Chapter 8**

### **Emergency Contacts**

#### **8-1 City Contacts**

Carl Chalfant, City Administrator 785-220-4175

Denise Powell, City Clerk 785-747-8534

Operators:

Carl Chalfant, City Administrator 785-220-4175

Dennis Stigge 785-541-0983

Emergency after hours: 785-541-1313

#### **8-2 Emergency Services (911)**

Washington County Sheriff 785-325-2293

Washington EMS 785-325-2293

Washington County Fire District 785-325-2293

Washington County Emergency Preparedness 785-325-2134

Washington County Health Department 785-325-2600

#### **8-3 Federal and State Agencies**

Kansas Department Health & Environment 785-827-9639

NC District Office- Salina

Kansas Department Health & Environment 785-296-5503

Public Water Supply Section- Topeka

Kansas Adjutant General Department 785-274-1409

Division of Emergency Management- Topeka

Environmental Protection Agency 913-551-7423

Region 7- Kansas City, KS

Kansas Rural Water Association 785-336-3760

Homeland Security 800-237-3239

KMU (KS-MAP) Brad Mears 785-364-0670

## 8-4 Services

Electric:

Linemen:

Mike Manning 785-325-3235 785-230-6326

Larry Pape 785-325-2044 785-541-0194

Richard Applegarth 785-747-6044

Contractor:

Charles Walter 785-325-2330 785-325-2126

Bill Walter 785-325-3242 785-325-3248

Orville Jueneman Construction 785-337-2482

Wilber Construction 785-337-2557

Chlorine:

Hawkins, Inc. 402-420-0755

Tim Amundson 605-321-5676

Chemicals:

DPC Industries (Houston, TX) 281-457-4888

Chemtec 800-424-9300

Engineer:

BG Consultants (Manhattan) 785-537-7448

Wells:

Sargent Drilling (Geneva, NE) 888-496-3902 402-759-3902

Pipe supplier:

The Salina Supply 800-288-1231

HD Supply Waterworks 800-365-0252

Municipal Supply, Inc. 402-462-4191

## 8-5 Media

KCLY – Radio FM 785-632-5661

KNDY Radio – FM 95.5 – FM 94.1 & AM 1570 785-562-2361

Washington County News 785-325-2219

Linn-Palmer Record 785-348-5581

KDHE – NC District 785-827-9639

City of Washington Facebook 785-325-2284

## **Chapter 9**

### **Annual Review**

It shall be required that this policy be reviewed annually by the City Council and their Operator.

Approved By: \_\_\_\_\_  
Ryan W. Kern, Mayor Date

\_\_\_\_\_  
Carl D. Chalfant, City Administrator Date

\_\_\_\_\_  
Dennis Stigge, Water/Wastewater Operator Date