

WATER SUPPLY CONTINGENCY PLAN
CITY OF LAKE WOBEGON, MINNESOTA

INDEX

- A. PURPOSE
- B. PUBLIC WATER SUPPLY CHARACTERISTICS
 - 1. Current Supply Source
 - 2. Treatment
 - 3. Storage and Distribution
 - 4. Maps and Plans
- C. PRIORITY OF WATER USERS DURING WATER SUPPLY EMERGENCY
- D. ALTERNATIVE WATER SUPPLY
 - 1. Surface Water Sources and Treatment
 - 2. Bottled Water
 - 3. System Interconnects
 - 4. Other Alternative Water Resources
- E. INVENTORY OF AVAILABLE EMERGENCY EQUIPMENT AND MATERIALS
- F. EMERGENCY IDENTIFICATION PROCEDURES
- G. NOTIFICATION PROCEDURES
 - 1. Agency Contact List
 - 2. Critical Response Personnel
 - 3. Public Information Plan
- G. MITIGATION AND CONSERVATION PLAN
 - 1. Mitigation
 - 2. Conservation

Annual Plan Review

<i>Date Reviewed</i>	<i>Reviewer</i>	<i>Comments</i>

Plan Distribution

<i>Person</i>	<i>Organization</i>	<i>Plan Location</i>

Prepared by: _____
 Date Approved: _____

A. PURPOSE

The purpose of this Contingency Plan is to establish, provide and keep updated, certain emergency response procedures and information for the City of Lake Wobegon MN, which may become vital in the event of a partial or total loss of public water supply services as a result of natural disaster, chemical contamination, civil disorder or human-caused disruptions.

B. PUBLIC WATER SUPPLY CHARACTERISTICS

1. Current Supply Source

(Describe in brief general terms the current public water supply, including source, pumping details, storage, treatment, distribution and problems.)

	Well Number	Well Number	Well Number	Well Number
Supply Source				
Well Depth (ft.)				
Well Diameter (in.)				
Latitude of Well				
Longitude of Well				
Well Capacity (gpm)				
Well Production (gpm)				

2. Treatment

(Describe current public drinking water treatment needs, procedures and methods.)

3. Storage and Distribution

(Describe current water storage and distribution system information.)

4. Maps/Plans

(Describe actual location and description of water system plans and maps)

C. PRIORITY OF WATER USERS DURING WATER SUPPLY EMERGENCY

(Describe current water supply demand by user categories (including maximum and minimum daily consumption), list priorities for demand reduction by user category, and indicate triggers that would implement water demand reduction or allocation procedures.)

Table C-1—Water Use Priority Grouping

Priority Group and Rank	Maximum daily use (gpd)	Minimum daily use (gpd)
Residential--#1		
Institutional--#2		
Commercial--#3		
Industrial--#4		
Irrigation--#5		
Unaccounted		
Wholesale		

Triggers for implementing water supply reduction/allocation procedures:

D. ALTERNATIVE WATER SUPPLY OPTIONS

(Select appropriate options; include detailed information, i.e., names, telephone contact number, address or location, response times, etc.)

1. Surface water sources and treatment needs.
2. Bottled water supplies, delivery and distribution.
3. System interconnects with other water supplies.
4. New well.
5. Emergency or backup wells.
6. Emergency treatment of water system.
7. Source Management (blending).
10. Other

D. INVENTORY OF AVAILABLE EMERGENCY EQUIPMENT AND MATERIALS

Table E-1 contains a list of services, equipment and supplies that are available to the City (system) to respond to a disruption in the water system. It is believed that the items contained in Table E-1 would be adequate to respond to most (if not all) water system emergencies.

Table E-1

Description	Owner	Telephone	Location	Acquisition Time
Well Repair				
Pump Repair				
Electrician				
Plumber				
Backhoe				
Chemical Feed				
Meter Repair				
Generator				
Valves				
Pipe & fittings				

E. EMERGENCY IDENTIFICATION PROCEDURES

Table F-1 Procedural Operations

Incident	Responsible Party	Address	Telephone #(s)	System Affected	Response Procedure	Comments
Identify Disruption	Primary: Alt:					
Notify Response Personnel (Coordinator)	Primary: Alt:					
Identify Incident Direction and Control	Primary: Alt:					
Identify Internal Communication	Primary: Alt:					
Inform Public	Primary: Alt:					
Assess Incident on Continual Basis	Primary: Alt:					
Assess Contamination Disruption	Primary: Alt:					
Assess Mechanical Disruption	Primary: Alt:					
Provide Alternate Water Supply	Primary: Alt:					
Impose Water Use Restrictions	Primary: Alt:					

G. NOTIFICATION PROCEDURES

1. Agency Notification

Table G-1 contains the names and telephone numbers for contacts at various local and state agencies that may be notified in the event of an public water supply system emergency. Based on the nature of the emergency and the information available, various representatives from this listing will be selected by the response coordinator to be part of *the emergency oversight committee* which will then meet throughout the duration of the emergency to aid in decision-making and positive outcomes.

Table G-1. Agency Emergency Contact Listing

Personnel	Name	Home Telephone	Work Telephone
Mayor/Board Chair			
Council Members			
Council Members			
Council Members			
Council Members			
Response Coordinator			
Alt. Response Coordinator			
State Incident Duty Officer			
County Emergency Director			
Fire Chief			
Sheriff			
Police Chief			
System Operator			
Alt. System Operator			
School Superintendent			
Ambulance			
Hospital			
Doctor or Medical Facility			
Power Company			
Highway Department			
Telephone Company			
Neighboring Water System			
MPCA Groundwater Division			
MRWA Technical Services			
MDH District Engineer			
MDH Sourcewater Protection			

(Include samples of Emergency Notification Reports, Chemical Incident Reports and other state/local information forms).

2. Critical Response Personnel

Table G-2

Title	Name	Address	Telephone	Response Assignment
Response Coordinator				
Alt. Response Coordinator				
Water Operator				
Alt. Water Operator				
Public Relations				
Alt. Public Relations				
Public Health/Medical				
Alt. Public Health/Medical				

3. Public Information Plan

(Describe community/system public information procedures, including name of responsible person, procedures, location, times, etc.).

A. Public relations center

Public Information Center Location during Emergency

Times Available _____

B. Information checklist to be conveyed to the public and media

Name of water system

Contaminant of concern and date

Source of contamination

Public health hazard

Steps the public can
take _____

Steps the water system is
taking _____

Other information _____

C. Media Contacts

Media	Name	Telephone	Address
Newspaper			
Television			
Radio			
Shopper			
Other			

G. MITIGATION AND CONSERVATION PLAN

1. MITIGATION

(The Community's Water Supply Contingency Plan must include information identifying ways to reduce the vulnerability of the water supply system to disruption and to improve the Community's response capabilities. Choose appropriate options; include detailed information, i.e., names, actions taken, scheduled times, etc.)

- a. Infrastructure maintenance/upgrades/maps
- b. Regular inspection of tower, well, pump house
- c. Staff emergency training
- d. System security analysis
- e. Site new backup well
- f. System valving to isolate problems
- g. Sanitation procedures for construction/repairs

h. Other

2. **CONSERVATION**

(Include information describing Community efforts to reduce the amount of water used by it's residents, businesses and industry)

- a. Water Meters
- b. Public Education
- c. Rate structure
- d. Other

mrwa/gw/July 2002/ecplan