

# **North Beach Water District**

## **Emergency Response Plan**



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# Section 1. System Information

Keep this basic information easily accessible to authorized staff for emergency responders, repair people, and the news media.

## System information

<b>System Identification Number</b>	63000C
<b>System Name and Address</b>	North Beach Water District PO Box 618 2212 272 <sup>nd</sup> Street Ocean Park, WA 98640
<b>Directions to the Main Office</b>	Turn north on Sandridge Road off Highway 101 and proceed for approximately 12 miles. Turn west onto 272 <sup>nd</sup> Street off Sandridge Road and proceed for approximately 0.5 miles. The North Wellfield will be on the south side of 272 <sup>nd</sup> Street.
<b>Basic Description and Location of System Facilities</b>	<p><b>North Wellfield:</b>  <b>Location:</b> 2212 272<sup>nd</sup> Street Ocean Park, WA 98640  <b>Directions:</b> Turn north on Sandridge Road off of Highway 101 and proceed for approximately 12 miles. Turn west onto 272<sup>nd</sup> Street off Sandridge Road and proceed for approximately 0.5 miles. The North Wellfield will be on the south side of 272<sup>nd</sup> Street.  <b>Description:</b>  Business Office:  2,000 sq. ft. office and meeting room. 3,500 sq. ft. vehicle and materials storage.  Wellfield:  Six 8-inch diameter water wells producing 600 gallons per minute.  Treatment Plant:  1,200 sq. ft. bldg. housing filtration equipment to remove iron, manganese, and arsenic.  Reservoirs:  Three cast in place concrete water storage reservoirs constructed by Mt. Baker Silo, Inc. in 1990. The reservoirs are</p>

	<p>26 feet in diameter by 45 feet tall, with nominal capacities of 179,000 gallons each.</p> <p><b>Booster Pump Station:</b></p> <p>800 sq. ft. bldg. housing 5 booster pumps. Two 25 horse power pumps, two 15 horsepower pump, and one 5 horse power pump capable of pumping 1,300 gallons per minute.</p> <p><b>Shop:</b></p> <p>2,200 sq. ft. bldg. housing equipment, tool, materials, and a workstation.</p> <p><b>Standby Generators:</b></p> <p>Two standby generators are located at the NWF. One 150 kw Kato light diesel generator and one 30 KW Caterpillar diesel generator.</p> <p><b>South Wellfield:</b></p> <p><b>Location:</b> 25600 Z Street Ocean Park, WA 98640</p> <p><b>Directions:</b> Turn north on Sandridge Road off of Highway 101 and proceed for approximately 11 miles. Turn west onto 250<sup>th</sup> Street off of Sandridge Road and proceed for approximately 900 feet. Turn north onto Ash Place off of 250<sup>th</sup> Street and proceed approximately 500 feet. Turn east onto 252<sup>nd</sup> Place off of Ash Place and proceed approximately 50 feet. The South Wellfield driveway will be on the north side of 252<sup>nd</sup> Place.</p> <p><b>Description:</b></p> <p><b>Treatment Plant &amp; Booster Station:</b></p> <p>2,000 sq. ft. bldg. housing filtration equipment to remove arsenic. Two filtration vessels are located on a slab on the south end of the bldg. The building also contains the booster station with four booster pumps. Two 40 horsepower pumps and two 10 horsepower pumps capable of pumping 1,800 gallons per minute.</p> <p><b>Reservoir:</b></p> <p>One cast in place concrete water storage reservoir constructed by Mt. Baker Silo, Inc. in 2006. The reservoirs are 30 feet in diameter by 50 feet tall, with nominal capacities of 211,000 gallons.</p> <p><b>Shop:</b></p> <p>2,000 sq. ft. bldg. housing equipment, tool, materials, and a workstation.</p> <p><b>Standby Generator:</b></p>
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	<p>One standby generator is located at the SWF. One 150 kw Kato light diesel generator.</p> <p><b>Wiegardt Wellfield:</b></p> <p><b>Location:</b> 25480 U Street Ocean Park, WA 98640</p> <p><b>Directions:</b> Turn north on Sandridge Road off Highway 101 and proceed for approximately 11 miles. Turn west onto 250<sup>th</sup> Street off Sandridge Road and proceed for approximately 0.5 miles. Turn north onto U Street off 250<sup>th</sup> Street and proceed approximately 1,400 feet. Turn east onto 255<sup>th</sup> Lane (unmarked) off U Street and proceed approximately 1,000 feet. The Wiegardt Wellfield driveway will be on the south side of 255<sup>th</sup> Lane.</p> <p><b>Description:</b></p> <p>Wellfield:</p> <p>Three 8-inch diameter water wells producing 500 gallons per minute.</p> <p>Standby Generator:</p> <p>One standby generator is located at the WWF. One 30 kw Onan liquid petroleum gas (LPG) generator.</p>	
<p><b>Population Served and Service Connections</b></p>	<p>Population: 5,418</p>	<p>Connections 2,709</p>
<p><b>System Owner</b></p>	<p>North Beach Water District</p> <p>A special purpose district authorized by Title 57 RCW "Water-Sewer Districts".</p>	
<p><b>Name, Title, and Phone Number of Person Responsible for Maintaining and Implementing the Emergency Plan</b></p>	<p>Rick Gray General Manager</p>	<p>360-644-0365      Phone 360-244-2296      Cell</p>



## Section 2. Chain of Command – Lines of Authority

The first response step in any emergency is to inform the person at the top of this list, who is responsible for managing the emergency and making key decisions.

Chain of command – lines of authority

Name and Title	Responsibilities During an Emergency	Contact Numbers
Rick Gray General Manager	Responsible for overall water system management and decision-making. Manages emergencies. Liaison to regulatory agencies and media outlets. Approves all communications and notices to the public, local, state, and federal governments and other individuals and organizations.	360-360-644-0365 360-244-2296
John Bell Office Manager	Responsible for administrative functions in the office Receives phone calls and keeps a log of events Provides a standard, carefully pre-scripted message to those who call with general questions (The water system general manager decides if and when to release additional information)	360-665-4144
Jon Fleming Field Supervisor	In charge of operating the distribution system. Performs inspections, assesses damage and oversees procurement of parts and needed repairs for distribution system. Relays critical information to the General Manager.	360-244-0858
Dennis Schweizer Treatment Plant Operator	In charge of operation the water treatment plant, booster stations, and well pumps. Performs inspections, assesses damage and oversees procurement of parts and needed repairs for treatment plant, booster pumps and well pumps. Oversees the disinfection of water mains and collects water samples after repairs. Responsible for all water quality sampling required by the Department of Health.	360-244-0047

<b>Name and Title</b>	<b>Responsibilities During an Emergency</b>	<b>Contact Numbers</b>
	Ensures all water samples are recorded with the Office of Drinking Water after repairs. Relays critical information General Manager	





## Section 3. Events that Cause Emergencies

The events listed below may cause water system emergencies. They are arranged from highest to lowest probable risk.

### Events that cause emergencies

Type of Event	Risk (High-Med-Low)	Comments
Windstorm	High	Power disruptions from high wind events is common.
Construction Accident	Medium	Below grade infrastructure damage by contractors, property owners, and others.
Earthquake/Tsunami	Low	Damage from earthquakes is rare on the North Beach Peninsula. A Cascadia Subduction Zone earthquake has the potential for catastrophic damage to the District's infrastructure.
Ice Storm	Low	Possible power outages, frozen pipes, and downed trees.
Vandalism	Low	Facility is secured with fence and an alarm system.
Flood	Low	System does not include any frequently flooded areas.
Drought	Low	Aquifers rely on local recharge. Historically, aquifers are not affected by droughts.
Backflow Incident	Low	District has an effective Cross Connection Control Program.
Terrorism	Low	Provide training for management and staff on awareness and preparedness for terrorism.



## Section 4. Emergency Notification

Notification – High Priority Customers/Government/Law Enforcement

Use these lists to notify high priority customers, local and state governments, and law enforcement, of an emergency.

Organization or Department	Name & Position	Telephone	Night or Cell Phone
<b>Hospitals or Clinic(s)</b>	Ocean Park Clinic	360-665-5181	
<b>Public or Private Schools</b>	Ocean Park Elementary	360-665-4815	
<b>Adult Care Facility</b>	Golden Sands Senior Living	360-665-0190	
<b>Inpatient Facilities</b>	Free by the Sea	360 777-7050	
<b>Hotels – Motels – Recreational Vehicle Parks</b>	Ocean Park Resort Mermaid inn & RV Park Shakti Cove Cottages Klipsan Beach Cottages Ocean Bay Mobile & RV Park Moby Dick	360-665-4585 360-642-2600 360-665-4000 360-665-4888 360-665-6933 360-665-4543	
<b>Electric Utility Co.</b>	Pacific County PUD #2	360-642-3191	
<b>Local and State Government</b>	Pacific County Environmental Health  Washington State Southwest Regional Office of Drinking Water	360-942-7247  360-236-3030	
<b>Law Enforcement</b>	Pacific County Sheriff Washington State Patrol Federal Bureau of Investigation	360-875-9395 360-449-7999 206-622-0460	

Call-up lists – Service and Repair Contractor

<b>Asphalt Repair</b>	Naselle Rock & Asphalt Co.	360-777-8429	
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	Wirkkala Construction	360-642-3288	
<b>Electrician</b>	Ford Electric Wadsworth Electric	360-642-2137 503-325-5501	
<b>Gas/Propane Supplier</b>	Active Enterprises	360-642-2102	
<b>Water Testing Laboratory</b>	ALS Global	360-577-7222	360-501-3342 360-975-4165 360-430-7119
	BSK Analytical	360-750-0055	
<b>Telephone Co.</b>	Charter Communication Century Link Rick Morgan	800-314-7195 855-891-4080 503-440-6020	
<b>Underground Utility Contractors</b>	DPR Builders & Developers	360-665-4225	360-783-2052
	Hill & Son Excavating	360-665-4447	
	Lidstrom & Son	360-777-8033	
	Wirkkala Construction	360-642-3288	
	Woody's Septic Specialties	360-642-4459	
<b>Plumber</b>	Taft Plumbing Belk's Plumbing	360-665-4775 360-783-2951	
<b>Pump Supplier</b>	Pump Tech	360-659-6230	
<b>"Call Before You Dig"</b>	Utility Notification Center (Washington)	811	800-424-5555
<b>Utility Emergency Numbers</b>	Charter Communications	503-325-5778	503-325-3041
	Pacific County Public Works	360-875-9368	360-875-9368
	CenturyLink	800-201-40991	800-824-2877
	Pacific County PUD	360-942-2411	360-942-2411
<b>Rental Equipment Supplier</b>	Clatsop Power	503-325-0792	
	United Rentals	360-425-2350	
<b>Chemical Supplier</b>	Cascade Columbia	503-625-5293	503-625-4335
<b>Well Drilling Co.</b>	Bison Well Drilling	253-847-7744	253-380-9355

<b>Pipe, Valves and Fittings Supplier</b>	HD Supply Brain Haage	360-574-9377	503-572-5913 C
	Core & Main Jo Rowinski	360-256-6151	360-558-0820 C
	HB Jaeger Todd Vaughn	360-539-1041	360-489-1041
	Western Water Works Bailey Faria	909-597-7000	

#### Call-up lists - News Media

<b>Newspaper - Local</b>	Chinook Observer	360-642-8181	
<b>Newspaper – Regional</b>	The Daily News	360-577-2583	
<b>Radio</b>	KMUN 91.9 FM	503-325-0010	
<b>Radio</b>	KAST 1370 AM	503-861-6620	

#### Notification procedures

<b>Who is Responsible:</b>	<p><b>John Bell</b></p> <p><b>Office Manager-</b>The office manager will, in consultation with the General Manager make the decision to notify customers about a potential water shortage and the need for water-use restrictions. After making the decision the Office Manager will start the notification procedure without delay.</p>
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<b>Procedures:</b>	<ul style="list-style-type: none"> <li>• Office manager confers with key staff to verify problems.</li> <li>• Office manager organizes staff to develop the message delivered to the customers.</li> <li>• Office manager consults with state drinking water staff about the problem.</li> <li>• Office manager, with help from staff, prepares door hangers, signs, phone messages and radio messages.</li> <li>• Field supervisor continues to investigate problems and make repairs as necessary.</li> <li>• To distribute the water shortage notification:</li> <li>• Field staff will place “water shortage notices” on doors and along travel routes.</li> <li>• Staff will place signs on main travel routes into the community.</li> <li>• Office manager will ask KMUN &amp; KAST radio to issue the water shortage notice and a request to curtail water use.</li> <li>• Office manager will provide a pre-scripted message to phone callers</li> <li>• Field supervisor continuously updates the office manager on water shortage.</li> <li>• Office manager and staff re-notify customers when water shortage is resolved.</li> </ul>
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Alert local law enforcement, state, federal and local health agencies

<b>Who is Responsible:</b>	<p><b>Rick Gray</b> <b>General Manager</b></p> <p>The general manager will either contact or delegate someone to contact all agencies that need to be aware of potential problem.</p>
<b>Procedures:</b>	<p>Use pre-made phone lists (above) to contact proper agencies regarding any health advisory.</p> <p>Re-notify the agencies when health advisory is resolved.</p>

Contact service and repair contractors

<b>Who is Responsible:</b>	<p>Jonathan Fleming, Forman Dennis Schweizer, Treatment Plant Operator</p>
<b>Procedures:</b>	<ul style="list-style-type: none"> <li>• Notify General Manager if there is a need for additional help.</li> <li>• Call contractors from pre-approved phone list (above)</li> </ul>

Contact neighboring water systems, if necessary

<b>Who is Responsible:</b>	Rick Gray, General Manager
<b>Procedures:</b>	<ul style="list-style-type: none"> <li>• For major water problem</li> </ul>

Procedures for issuing a health advisory

<b>Who is Responsible:</b>	<b>John Bell</b> <b>Office Manager</b>
<b>Procedures:</b>	<p>For Boil Water Notice:</p> <ul style="list-style-type: none"> <li>• Contact customers using the reverse 911 system</li> <li>• Contact KMUN &amp; KAST radio stations to put an update on the radio</li> <li>• Rent digital billboards to advise customers – Set one up at Loomis Lake State Park and Pacific Way and the other at 227<sup>th</sup> and Sandridge Road</li> <li>• Contact major businesses directly effected</li> </ul>

Other procedures as necessary

<b>Who is Responsible:</b>	<b>Rick Gray</b> <b>General Manager</b>
<b>Procedures:</b>	There may be incidents that do not directly involve the district, but because of the location or circumstance, district services might be requested or may eventually be impacted. There should be a plan in place for responding to scenarios when possible, district resources are needed, for what duration and possible hazards that may be encountered.



## Section 5. Effective Communication

### Designated public spokesperson

Communication with customers, the news media, and the general public is a critical part of emergency response.

Designate a spokesperson (and alternate) and contact your local primacy agency for delivering messages to the news media and the public.

### Designate a spokesperson and alternates

Spokesperson	Alternate
Rick Gray, General Manager	John Bell, Office Manager

Location: 25600 Z Street Ocean Park, WA 98640

Directions: Turn north on Sandridge Road off Highway 101 and proceed for approximately 11 miles. Turn west onto 250<sup>th</sup> Street off Sandridge Road and proceed for approximately 900 feet. Turn north onto Ash Place off 250<sup>th</sup> Street and proceed approximately 500 feet. Turn east onto 252<sup>nd</sup> Place off Ash Place and proceed approximately 50 feet The South Wellfield driveway will be on the north side of 252<sup>nd</sup> Place.

### Health advisories

During events when water quality and human health are in question, it may be necessary to issue a health advisory that gives advice or recommendations to water system customers on how to protect their health when drinking water is considered unsafe. These advisories are issued when the health risks to the consumers are sufficient, in the estimation of the water system, state or tribal, or local health officials, to warrant such advice.

Health advisories usually take the form of a drinking water warning or boil water advisory. Communication during these times is critical. Health advisories should always be well thought out and provide very clear messages.

The U.S. Environmental Protection Agency has put together several tools, including fact sheets, brochures, forms, and templates to help prepare for a health advisory. These are on the web at: <http://www.epa.gov/safewater/pn.html>



## Section 6. Response Actions for Specific Events

In any event, there are a series of general steps to take:

1. Analyze the type and severity of the emergency;
2. Take immediate actions to save lives;
3. Take action to reduce injuries and system damage;
4. Make repairs based on priority demand, and
5. Return the system to normal operation.

The following tables identify the assessment, set forth immediate response actions, define what notifications need to be made, and describe important follow-up actions.

### Power outage

<b>Assessment</b>	In the event of a power outage, we will rely on our generators to run power to the reservoirs
<b>Immediate Actions</b>	If after hours, the on-call employee will need to start all the generators and make sure that they are running correctly
<b>Notifications</b>	<ol style="list-style-type: none"> <li>1. Notify Department of Health</li> <li>2. Notify Fire Department</li> <li>3. Notify major business</li> </ol>
<b>Follow-up Actions</b>	<ol style="list-style-type: none"> <li>1. Return to normal status when power supply comes back on. If after hours, on-call employee will turn off generators</li> <li>2. Notify Department of Health, Fire Department, and the major businesses that power is back online</li> </ol>

### Water Main break (Catastrophic)

<b>Assessment</b>	Distribution lines can break for a variety of reasons. Excessive weight, extremely cold temperatures, defects in the manufacturing process, improper installation and corrosion are just a few. We need to have resources available and in stock to take care of a problem if and when it arises.
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<b>Immediate Actions</b>	<ol style="list-style-type: none"> <li>1. Locate and isolate leak area</li> <li>2. Call in emergency locates if needed</li> <li>3. Make sure work area is secure and safe</li> <li>4. Determine the cause of break</li> <li>5. Repair the line break</li> </ol>
<b>Notifications</b>	<ol style="list-style-type: none"> <li>1. Notify Department of Health</li> <li>2. Notify Fire Department</li> <li>3. If needed, notify major business that are affected</li> </ol>
<b>Follow-up Actions</b>	<ol style="list-style-type: none"> <li>1. Return to normal operations when break is repaired.</li> <li>2. Notify Department of Health, Fire Department, and the major businesses that water is restored.</li> <li>3. Monitor the area for follow-up services</li> </ol>

### **KM<sub>n</sub>O<sub>4</sub> Saturator Failure (North Wellfield & South Wellfield)**

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

### **North Wellfield Treatment Equipment Failure**

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

### **South Wellfield Treatment Equipment Failure**

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	

<b>Follow-up Actions</b>	
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### Source Pump Failure (Well Pump)

<b>Assessment</b>	The North Beach Water District has backup pumping at all locations. If one of the pumps has a mechanical failure the Treatment Plant Operator would be the first to know due to low water pressure or pump failure alarms.
<b>Immediate Actions</b>	<ol style="list-style-type: none"> <li>1. Treatment Plant Operator will trouble shoot the problem</li> <li>2. Treatment Plant Operator will switch to alternate pumping after reviewing standard operating procedures in pump stations</li> </ol>
<b>Notifications</b>	<ol style="list-style-type: none"> <li>1. Repairs will be made if possible and if not recommendations will be given to the General Manager for outside repairs</li> <li>2. Treatment Plant Operator will monitor backup pumping</li> </ol>
<b>Follow-up Actions</b>	Repair or replace backup pump and restore to active service

### Microbial (coliform, *E. coli* contamination)

<b>Assessment</b>	In the event of a microbial contamination, testing for total coliform and E.coli is a standard first test and if detected it is a signal that the system may be contaminated. Coliform bacteria are organisms that are present in the environment and in the feces of all warm-blooded animals, including humans. Coliform bacteria generally do not cause illness, but other disease-causing organisms (pathogens) may be present in the water system. The presence of E. coli is an indication that pathogens have been introduced into the water system during the event. Most pathogens that contaminate water supplies come from the feces of humans or animals.
<b>Immediate Actions</b>	<ol style="list-style-type: none"> <li>1. Treatment Plant Operator will trouble shoot the problem</li> <li>2. Broadcast a “boil water order” to all affected customers</li> </ol>
<b>Notifications</b>	<ol style="list-style-type: none"> <li>1. Notify Department of Health</li> <li>2. Notify all customers affected</li> <li>3. Contact local media</li> </ol>

<b>Follow-up Actions</b>	
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## Chemical contamination

<b>Assessment</b>	Many chemicals that are routinely transported can harm humans directly or by contaminating air or water. No drinking water system is safe from a hazardous chemical spill and the resulting contamination. Spills can come from motor vehicles, trains, airplanes, boats, or fixed containers. They can occur at any time without warning, and many solvents are able to leach through PVC pipes.
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

## Vandalism or terrorist attack

<b>Assessment</b>	<p><b>Vandalism</b> is generally a spur-of-the-moment act using materials at hand rather than pre-planned or pre-meditated activities. Vandals often break into systems and damage facilities. These acts are relatively easy to prevent by enhancing security, increasing lighting, installing locks on doors and hatches, and putting up security fencing.</p> <p><b>Terrorism:</b> Acts of terrorism are conducted by someone whose intent is to instill fear or induce harm to people and facilities. Acts of terrorism are a very real threat in America. Even though it may seem unlikely, it would only take one well-staged event to undermine confidence in drinking water safety. Being prepared and knowing what to look for are crucial elements of preventing an attack on the system.</p>
<b>Immediate Actions</b>	
<b>Notifications</b>	

<b>Follow-up Actions</b>	
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## Reduced or Failed Water Well Yield

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

## Drought

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

## Flood

<b>Assessment</b>	Heavy rains may cause flooding in low lying areas. Floods or standing water are common on the peninsula. Areas that are susceptible to flooding or high water need to be located and marked on a map.
<b>Immediate Actions</b>	After, or as soon as the conditions permit, inspect the water mains for any damage. As long as the areas have maintained a positive pressure during these times, then no further action is required.
<b>Notifications</b>	If negative pressure occurs by a line failure, then it may be required to contact customers, as well as, sampling bacteria before the line is put back in service.
<b>Follow-up Actions</b>	Continue to monitor the flood areas during that time of year.

## Earthquake

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

## Hazardous materials spill in vicinity of sources or system lines

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	

## Electronic equipment failure

<b>Assessment</b>	
<b>Immediate Actions</b>	
<b>Notifications</b>	
<b>Follow-up Actions</b>	



## Section 7. Alternative Water Sources

Intertie to adjacent water supply system

Water Systems Within One-Quarter Mile of our System	Feasibility of Connecting

Alternate source(s) of water

Alternative Sources	Names	Phone	Availability	Is the Water Safe for Drinking?
<b>Bottled water Suppliers for potable water use</b>				
<b>Tanker trucks in the area available to deliver bulk water for non-potable use</b>	Lindstrom & Son	360-777-8033	24/7	Yes



## Section 8. Returning to Normal Operation

Returning to normal operations

<b>Action</b>	<b>Description and Actions</b>
Inspect, flush, disinfect and sample when the system experiences reservoir problems, transmission problems, and/or distribution main breaks.	Field superintendent and/or the Treatment Plant Operator will inspect all system facilities, ensure all water quality tests have been done and the system has been flushed and disinfected if necessary. Either the Field Superintendent or Treatment Plant Operator will make a report to the General Manager. General Manager will make decision on current conditions of the system.
Verification of water quality	General Manager verifies water quality sampling results
Coordinate with the Department of Health	General Manager coordinates with the Department of Health on system conditions and water quality results.
Notify customers	Office Manager/General Manager will meet with either the Field Superintendent or Treatment Plant Operator to determine results and notify the customers.



## Section 9. Plan Approval

Plan approval

This plan is officially in effect when reviewed, approved, and signed by the following people:

Name/Title	Signature		Date
<b>Brian Sheldon/Commissioner Position #1</b>			
<b>Gwen Brake/Commissioner Position #2</b>			
<b>Glenn Ripley/Commissioner Position #3</b>			
<b>Rick Gray/General Manager</b>			