

# Richland County Emergency Operations Plan

## ESF 3: PUBLIC WORKS

**Primary Agency:** Richland County Wastewater

**Supporting Agencies:** Municipal and Private Water and Wastewater Departments  
Richland County Regional Planning Commission  
Richland County Park District  
Richland County Soil and Water Conservation District  
Richland Public Health  
Shelby City Health Department

### 1. PURPOSE

The purpose of this ESF is to outline the roles and responsibilities of public works departments in emergency operations. This section addresses water and wastewater services and public spaces, such as parks and natural resources.

### 2. SITUATION AND ASSUMPTIONS

#### a. Situation

- i. Richland County Wastewater provides service to 4,700 homes and businesses throughout the county, primarily in the I-71/State Route 97 corridor, I-71/Hanley Road area, and Madison, Mifflin, Jackson, and Springfield Townships.
- ii. Wastewater treatment and distribution in all other jurisdictions is provided by the municipality or through private septic systems.
- iii. Water service is provided by municipal systems or private wells. There is no countywide water system.
- iv. Storm sewers and storm water management systems are operated and maintained by individual jurisdictions.
- v. All jurisdictions maintain public facilities that are critical to regular and emergency operations. These facilities include police stations, fire stations, municipal headquarters, and other public buildings.
- vi. The Richland County Park District operates two park facilities in Richland County: Gorman Nature Center, a 150-acre forested area with hiking

trails and public spaces, and the Richland B&O Trail, an 18-mile trail for biking and hiking.

- vii. Public park facilities in individual jurisdictions are operated and maintained by jurisdiction staff.

b. Assumptions

- i. Water treatment facilities across Richland County are currently able to process a greater quantity of water than is used on any given day.
- ii. A water quality emergency could occur with little or no notice and affect the ability to process and/or distribute potable water.
- iii. All water treatment facilities are required to identify redundant water supplies in the event their primary water source is compromised or unavailable.
- iv. Under the worst circumstances, wastewater systems and storm sewers across the county may become overwhelmed, resulting in service interruptions to residents.
- v. Restoration and repair of critical services such as water, wastewater treatment, and storm sewer systems would take precedence over clean up of recreational areas like parks.
- vi. Safe access to public buildings is a critical part of disaster recovery; therefore, repairs to damaged public buildings would be prioritized to facilitate public access and the continued delivery of critical public services.
- vii. It is unlikely that all public parks or properties across the county would be damaged at the same time.
- viii. All public works personnel and resources will be available to support the response to an emergency involving public works systems.
- ix. Without outside assistance, public works agencies may not have sufficient resources to respond to a widespread incident.
- x. Volunteer organizations may be available to assist with clean up efforts in parks and public property. These groups include, but are not limited to, CERT, MRC, and others along with spontaneous volunteers from colleges, civic clubs, or other community organizations.

### 3. CONCEPT OF OPERATIONS

#### a. General Overview

- i. The Richland County Wastewater Department is the primary agency charged with coordinating the public works response to an emergency.
- ii. Depending on the location of the incident, public works agencies from the affected jurisdictions will respond within their jurisdiction.
- iii. Unaffected jurisdictions and agencies may be asked to provide resource and personnel support to affected jurisdictions as able.

#### b. Relationship Between Levels of Government

- i. A public works response can involve municipal, county, state, and private agencies.
- ii. Regulation of water and wastewater systems comes from the Richland Public Health and the Ohio Environmental Protection Agency. Both local and state levels of government will be involved based upon their statutory authority and responsibility.
- iii. All local, state, and/or federal resources will operate under the established incident command system.
- iv. The Ohio Department of Natural Resources may provide assistance to the local park systems. ODNR may hold statutory authority on waterways in Richland County and may exercise that authority as appropriate and in conjunction with local authorities.

#### c. Phases of Emergency Management

##### i. Mitigation

1. Develop or update maps of water and sewer lines, treatment plants, and other key locations like pump stations and distribution links, and make copies available for use when an incident occurs and response is necessary.
2. Support the EMA Director in updating and maintaining the Richland County Resource Manual and identify sources of earthmoving equipment, dump trucks, road graders, fuels, etc. that could be used to support disaster response and recovery.

3. Identify and obtain funding for projects to reduce risk and damages of critical infrastructure and other systems.
4. Identify storm water and waste water system deficiencies and develop a plan for system improvements.
5. Work to include mitigation considerations in all development of new public works facilities and critical facilities.

ii. Preparedness

1. Participate in emergency exercises to respond to public works emergencies.
2. Ensure that water treatment facilities and storm and wastewater systems are maintained and in good repair.
3. Develop a prioritized list for restoration of utilities.
4. Maintain a notification system to contact personnel when emergency support is needed.

iii. Response

1. Prioritize repairs to systems that provide essential water and sanitation services.
2. Provide a Public Works Coordinator in the EOC to support and coordinate the public works response.
3. Maintain communication between the EOC and on-site personnel.
4. Coordinate with Richland Public Health to provide potable water if treatment plants and distribution systems are inoperable or compromised.
5. Coordinate with municipal water and wastewater departments, Richland Public Health, and the Ohio Environmental Protection Agency (EPA) to ensure the integrity of water supplies and sewage systems.
6. Provide water and sanitation services in affected areas as needed.
7. Provide emergency repair of water and sewer systems.

iv. Recovery

1. Provide damage estimates as requested by the EMA Director.
2. Coordinate public works repairs and replacement with public and private providers.
3. Work to return critical facilities to full capacity.
4. Ensure the safety of the water supply through aggressive and accurate inspection and approval for reactivation.

**4. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITY**

a. Public Works Coordinator

- i. Provide coordination of the public works response in the EOC. A representative from Richland County Wastewater, or a designee, will fill this position.
- ii. Communicate with affected jurisdictions and agencies to collect status reports and facilitate resource coordination.
- iii. Provide regular updates to the EOC Coordinator on status of public works systems.

b. Municipal/Jurisdiction Water and Wastewater Departments

- i. Maintain and repair storm and wastewater systems and water treatment and distribution systems.
- ii. Determine the location and extent of water main breaks and coordinate with other departments to service and supply these lines.

c. Richland County Park District

- i. Assess public parks for damage and identify clean up and repair needs.

**5. DIRECTION AND CONTROL**

- a. In an incident primarily impacting public works, Richland County Wastewater may serve as the Incident Commander in a single or Unified Command and will report to the Incident Command Post (ICP) if that role is assigned.

- b. If Richland County Wastewater is not the Incident Commander, he/she or a designee will report to the EOC during the incident to advise decision makers and coordinate response efforts with municipal public works departments and other responders.
- c. Internal agency resources for all responding departments and agencies will be managed based on internal agency procedures and policies. The on-site supervisory staff may report to the Operations Chief or Incident Commander, depending upon ICS structure.
- d. All responding organizations will provide regular reports to the Public Works Coordinator on their location, activities, and status at the site through the ICS structure.
- e. Requests for public works mutual aid and assistance from adjacent counties and/or state and federal partners will be made through the Public Works Coordinator in the activated EOC.
- f. An appropriate employee from the Richland County Wastewater may be requested to assist the logistics section to support and service the personnel and equipment necessary for an operation involving public works.
  - i. Response agencies will coordinate with each other for the placement of work crews, supply lines, staging areas, and emergency command centers.
  - ii. Logistical support for the dispatch points, including food, water, emergency power, fuel and lighting will be provided internally by the organizations. Support will be given by the EOC when internal resources are exhausted.
- g. An appropriate employee from Richland County Wastewater may be requested to support the Administration and Finance Section to properly and reasonably interpret, utilize, and return specialized equipment or supplies, and to properly procure heavy equipment or other tools.

## **6. ADMINISTRATION AND LOGISTICS**

- a. Any additional equipment or services needed for county/municipal departments to respond to the incident will be requested through the Public Works Coordinator in the EOC (if activated).
- b. If the EOC is not activated, resource requests will go to the Richland County EMA.

- c. The Richland County Resource Manual identifies the available equipment and services in Richland County. The Public Works Coordinator will assist organizations in the cooperative use of equipment and personnel.
- d. Areas requiring assistance with debris removal, flood drainage, sanitation and related issues will be plotted on maps in the EOC and prioritized for response.
- e. Public works responders will provide information for the After-Action Report as requested by the EMA Director.

**7. RESOURCE REQUIREMENTS FOR ESF**

- a. The Public Works Coordinator will require training and resources to establish a working knowledge of responsibilities and procedures for all countywide engineering and public works departments.
- b. The Public Works Coordinator will need to provide ICS training for supervisory personnel, possibly through the State of Ohio EMA training bureau.

**8. ADDENDA**

- a. Tab 3-A: Richland County Public Works and Utility Providers

**9. AUTHENTICATION**

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Date of Adoption

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Richland County Wastewater

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Richland County EMA Director

## Richland County Emergency Operations Plan

### ESF 3: PUBLIC WORKS

**Tab A: Richland County Public Works and Utility Providers**

Jurisdiction	Electricity	Water Treatment	Water Distribution	Wastewater Treatment	Zoning Inspection	Building Inspection	Development Regulation	GIS	Street Repair	Bridge Repair	Signs/Signals	Ditch Maintenance
Richland County	No	N/A	N/A	X	X	X	Regional Planning	X	X	X	X	X
Belleville	AEP	X	X	X	X	County	Development Comm.	County	X	X	X	County
Butler	No	N/A	N/A	N/A	X	County	Village Zoning	County	X	X	County	County
Lexington	No	X	X	X	X	County	Village Zoning	County	X	X	X	County
Lucas	AEP	Wells	Wells	X	X	County	Village Zoning	County	X	County	X	County
Mansfield	AEP	X	X	X	X	County	X	X	X	X	X	X
Ontario	No	X	X	X	X	County	Planning Commission	County	X	X	X	X
Plymouth	X	Willard	Willard	X	X	County		County	X	X	X	County
Shelby	X	X	X	X	X	County	Planning Commission	X	X	X	X	X
Shiloh	No	Wells	Wells	X	X	County	Village Zoning	County	X	X	X	County