

Emergency Planning Resources for Small Water Systems

Each Water System is required to have an Emergency Plan

- 1) **Sample “Emergency Contact” worksheets to help you develop your own Emergency Plan are attached. An electronic copy that you may edit for conditions at your water system can be requested by e-mail at: EPA4369@epa.state.il.us In addition to the attached work sheets, your Emergency Plan must also include: Identification of potential natural and human-caused risks to the water system and measures for averting or avoiding emergencies and the means for implementing the emergency response plan. The plan should also describe how drinking water will be made available during an emergency; include an acceptable “Boil Order” procedure for contamination, pressure loss and system repairs incidents; and plan to issue a “Do Not Drink Order” for instances where unknown or known non-biological contaminants may have entered your water system.**
- 2) **The Illinois Rural Water Association can provide assistance and periodically holds seminars to help make an Emergency Plan: A Vulnerability Assessment workbook is available to download from their website.**

**Illinois Rural Water Association
P.O. Box 6049, 3305 Kennedy Road
Taylorville, IL 62568
Phone: 217-287-2115
Fax: 217-824-8638
e-mail: ilrwa@ctitech.com
web: <http://ilrwa.org>**

- 3) **The National Rural Water Association has an on-line Emergency Response Workbook and a Vulnerability Assessment Engine that you may customize for your water supply. It is available at their web site:**

The Emergency Response Workbook can be downloaded from: <http://www.vulnerabilityassessment.org/template.doc>

The Vulnerability Assessment Engine can be completed on-line at: <http://www.vulnerabilityassessment.org/>

- 4) **The Midwest Technology Assistance Center has a workbook and CD-ROM to use as a guide to make an Emergency Plan. The workbook is titled: “Public Water Supply Emergency Planning for Small Water Utilities” and is available at:**

**Midwest Technology Assistance Center
2204 Griffith Dr.
Champaign, IL 61820
Phone: 217-333-9321
FAX: 217-244-3053
Webpage: <http://mtac.sws.uiuc.edu/contact.asp>**

ORGANIZATIONAL TABLE

Cherrydale Water Association PUBLIC WATER SUPPLY - Facility Number 1615120

Date last updated: June 1, 2005 Date last reviewed: June 1, 2005

ELECTED OR APPOINTED OFFICIALS

Name/title	Address	Business phone	Mobile phone	Home phone
Art Young, President	3004143rd Ave Ct W, Milan, IL 61264			309-787-2268
Jeri Bolis, Treasurer	3005 143 rd Ave Ct W, Milan, IL 61264			309-787-6690
Dave Wynn, Director	3117 143 rd Ave Ct W, Milan, IL 61264			309-787-1261
Bill Phillips, Director	3013 143 rd Ave Ct W, Milan, IL 61264			309-787-6323
Bob Ryden, Director	3024 143 rd Ave Ct W, Milan, IL 61264			309-787-6644

WATER SYSTEM OPERATORS AND STAFF IN ORDER OF RESPONSIBILITY (include contractual service operators as necessary)

Name/title	Address	Business phone	Mobile phone	Home phone
Joe Gates/Certified Operator	6330 95 Ave Ct W, Taylor Ridge, IL		309-738-1087	309-787-2031

EMERGENCY CONTACTS – MATERIALS, SUPPLIES, SERVICES

Cherrydale Water Association PUBLIC WATER SUPPLY - Facility Number 1615120

Date last updated: 2/17/2005, 2005 Date last reviewed: 2/17/2005

Authorized PWS staff responsible for securing Materials, Supplies and Service Providers for emergencies (in order of responsibility):

	Name/title	Address	Business phone	Mobile phone	Home phone
1	Art Young, President	3004143 rd Ave W, Milan, IL 61264			309-787-2268
2*	Jeri Bolis, Treasurer	3005 143 rd Ave W, Milan, IL 61264			309-787-6690
3**	Joe Gates/Certified Operator	6330 95 Ave Ct W, Taylor Ridge, IL		309-738-1087	309-787-2031

* Person #2 responsible if #1 not available

** Person #3 responsible if #1 and #2 not available

Type of Assistance and Contact Name	Company/Affiliation	Address	Business Phone	Mobile Phone	After Hours Phone	Type of Assistance Provided
Well Contractors						
Steve Oak	Oak Plumbing & Pump	207 W. Edgington Reynolds, IL	309-372-8810			Well, Pump, Plumbing
	Johnson H2O	4350 Hopewell Ave, Bettendorf, IA	563-332-6820			Well pump, filters
Plumbing Contractors						
Steve Oak	Oak Plumbing & Pump	207 W. Edgington Reynolds, IL	309-372-8810			Plumbing installation and repair
Excavators / Erectors						
Wyatt Fuhr	Fuhr Excavating	13318 78 th Ave W Taylor Ridge, IL	309-798-5546			Main repair and excavation
Chemical Suppliers						
	Sentry Pool	1529 46 th Ave, Moline, IL	309-797-9721			Chlorine, fluoride
	Interstate Chemical Co.	1710 78 th Ave W, Rock Island, IL	309-787-3860			Chlorine, fluoride (NaF)

Parts Suppliers						
	USA Blue Book					Feed pump parts
	Johnson H2O	4350 Hopewell Ave, Bettendorf, IA	563-332-6820			Well pump, filters
	Zimmer Francescon, Inc	6200 65 th Ave, Moline, IL	309-797-1117			Pipe, feed pump repair
Mutual Aid contacts						
Water Laboratories						
Lori Stenzel	PDC Lab	2231 W. Altorfer Dr, Peoria, IL 61615	800-752-6651	309-692-9689		Water testing
Electrical Contractors						
Electric Utility						
	Mid American Energy		800-799-4443			Power outage, live wires
Gas Utility						
	Mid American Energy		800-595-5325			Gas leak
Water Bottling Companies						
	Country Spring Bottled Water		309-764-7422			water
	Johnson Distributing		563-445-3600			water
Bulk Water Haulers						
Milk Haulers						

Generator Rentals						
	AAA Rents	John Deere Rd, Moline	309-757-7368			Generators, pump, etc
	Sunbelt Rentals	2251 5 th Ave, Moline, IL	309-797-2692			Generators, 24 hr service
Other						

ADD OR DELETE SUPPLIERS AND SERVICE COMPANIES TO FIT YOUR NEEDS AND EMERGENCY PLAN

H:PWS/Emergency Response / Emergency Contact Lists – January 2003

EMERGENCY MEDIA CONTACT LIST

Cherrydale Water Association PUBLIC WATER SUPPLY - Facility Number 1615120

Date last updated: 2/17/2005, 2005 Date last reviewed: 2/17/2005

Authorized PWS staff persons for media contact, public information for emergency conditions (in order of responsibility):
 (To address major water outages, boil orders, contaminations, do not drink orders, conservation orders, public notice, etc.)

	Name/title	Address	Business phone	Mobile phone	Home phone
1	Art Young, President	3004 143 rd Ave W, Milan, IL 61264			309-787-2268
2*	Jeri Bolis, Treasurer	3005 143 rd Ave W, Milan, IL 61264			309-787-6690
3**	Joe Gates/Certified Operator	6330 95 Ave Ct W, Taylor Ridge, IL		309-738-1087	309-787-2031

* Person #2 responsible if #1 not available

** Person #3 responsible if #1 and #2 not available

Contact Name	Company/Affiliation	Address	Business Phone	Mobile Phone	After Hours Phone
Radio Stations					
	KCQQ 106.5 FM	3535 E. Kimberly, Dav.	344-7000		
	WLLR 103.7 FM	3535 E. Kimberly, Dav.	344-7000		
	WOC 1420 AM	3535 E. Kimberly, Dav.	344-7000		
	WKBF 1270 AM	3535 E. Kimberly, Dav.	344-7000		
Television Stations					
	KWQC TV6	805 N. Brady, Dav.	383-7000		
	WQAD TV8	3003 Park St. Moline	764-8888		
Cable TV					
	Mediacom	3900 26 th Ave, Moline	800-824-6047		
Newspapers					
	The Argus	1724 4 th Ave, Rock Island	786-6441		
	QC Times	500 E. 3 rd St., Davenport	383-2200		
Other media:					

OTHER EMERGENCY CONTACTS

(examples: Law Enforcement, Fire, IEPA, County Health, health care)

Cherrydale Water Association PUBLIC WATER SUPPLY - Facility Number 1615120

Date last updated: 2/17/2005, 2005 Date last reviewed: 2/17/2005

ORGANIZATION	Address	Business phone	FAX	Emergency phone
Security				
Police		794-1230		911
Sheriff		794-1230		911
Fire Dept		794-1230		911
Hospital: Trinity Medical Center	500 John Deere Road, Moline, IL			779-5300
Clinic				
State Representative: Pat Verschoore	303 18 th St., Rock Island, IL	793-4716	793-4764	
State Senator : Mike Jacobs	606 19 th St., Moline, IL	797-0001	797-0003	
Township Supervisor				
Highway Dept				
JULIE		800-892-0123		
Centrec		800-424-9300		
National Response Center		800-424-8802		
FEMA	536 S. Clark St., Chicago, IL	312-408-5500		
ESDA: Geraldine Borkhart	6120 78 th Ave, Milan, IL	799-5166		
Illinois Emergency Management Agency	100 N. Peoria Ave, Dixon, IL 61021	815-288-1455		800-782-7860
IEPA Emergency Response		217-782-3637		217-782-3637
IEPA Springfield PWS Headquarters		217-785-8653	217-782-0075	
IEPA Compliance Assurance Section		217-785-0561	217-557-1407	
IEPA Regional office	4302 North Main Street, Rockford, IL 61103	815-987-7760	815-987-7005	
Rock Island County Health Department	2112 - 25th Avenue, Rock Island IL 61201	(309) 793-1955		
Illinois Dept of Public Health	535 W. Jefferson St., Springfield, IL 62761	217-782-4977		
Illinois Rural Water Association	3305 Kennedy Road, PO Box 6049, Taylorville, IL 62568	217-287-2115		

Major and Sensitive Customers

Cherrydale Water Association PUBLIC WATER SUPPLY - Facility Number 1615120

Date last updated: 2/17/2005, 2005 Date last reviewed: 2/17/2005

(Very small system may want to notify each customer individually)

Authorized persons to contact sensitive customers for emergency or other critical water conditions (in order of responsibility):
 (to address water outages, boil orders, contaminations do not drink orders, conservation orders, public notice; prioritize service restoration, etc.)

	Name/title	Address	Business phone	Mobile phone	Home phone
1	Art Young, President	3004 143 rd Ave W, Milan, IL 61264			309-787-2268
2*	Jeri Bolis, Treasurer	3005 143 rd Ave W, Milan, IL 61264			309-787-6690
3**	Appointed officials listed above				

* Person #2 responsible if #1 not available

Note: No healthcare organizations or schools connected to the Cherrydale water system.

** Person #3 responsible if #1 and #2 not available

Customer	Address	Business phone	Mobile phone	Home phone
Health Care Organizations:				
Clinic				
Hospital				
Nursing Home				
Mental Health Center				
Retirement homes				
Schools:				
Elementary				
Elementary				
Elementary				
Middle				
High				
Commercial Accounts				
Other				

Equipment Inventory

List items in your water system
 Include wells, pumps, storage, chemical feeders etc.
 Include a spare parts inventory

Item	Location	Capacity	Additional Details
Well #1	Outside well pit	38 gpm @ 40 psi	Manufacturer, pump setting, confined /unconfined, etc
Well #2		_____ gpm @ _____ psi	
Ground Tank		_____ gallons	
Aerator		_____ gpm	Packing material, blower etc.
Chlorinator (soln)	in well pit	20 gpd	Chemtech
Solution tank	in well pit	55 gal	
Fluoride pump	in well pit	20 gpd	Chemtech
Solution tank	in well pit	55 gal	
Filter		_____ gpm	
High Service pump 1			
High Service Pump 2			
Pressure Tank 1	in pit, below ground	10,000 gallons	
Pressure Tank 2		_____ gallons	
Elevated tank			
Generator		_____ KWH	Fuel source: _____ Sized to operate: _____
Distribution Maps			
<i>Add equipment as necessary</i>			
Valve location records			

SPARE PARTS INVENTORY

Item	Location
(repair clamps, valves, spare pumps, electrical, tapping machine, tools, etc.)	(physical location)
Add lines and pages as necessary	

Water Supply Equipment – Well and Pressure Tank

- Electrical Outage** Assess the problem. Call either MidAmerican Energy or our electrical contractor to restore power. If pressure falls below 20 psi issue a “Boil Order”.
- Fire** Call fire department and MidAmerican Energy. Assess the damage. Repair or replace any damaged equipment. If pressure falls below 20 psi issue a “Boil Order”.
- Lightning** Assess the damage and call either MidAmerican Energy or our electrical contractor. Repair or replace any damaged equipment. If pressure falls below 20 psi issue a “Boil Order”.
- Tornado** Assess the damage. Call MidAmerican Energy or electrical contractor or fire department depending on the damage. Repair or replace damaged equipment. If pressure falls below 20 psi issue a “Boil Order”.
- Flood** Call MidAmerican Energy and fire department. Assess the damage and repair or replace equipment as needed. Collect water samples to determine if water has been contaminated. Issue a “Boil Order” or “Do Not Drink Order” if necessary. If pressure falls below 20 psi issue a “Boil Order”.
- Sabotage** Assess the damage. If contaminants are suspected in the water system we will immediately issue a “Do Not Drink Order”. If water samples show contamination we will follow the instructions of the IEPA to correct the problem.
- Vandalism** Assess the damage. If necessary issue a “Do Not Drink Order”. If water samples show contamination we will follow instructions of the IEPA to correct the problem and / or replace or repair damaged equipment as needed depending on the type of damage done. If pressure falls below 20 psi issue a “Boil Order”.
- Drought** Issue water ban to cut water usage to only necessary household usage.
- Earthquake** Call fire department and MidAmerican Energy. Assess the damage. Repair or replace any damaged equipment. If pressure falls below 20 psi issue a “Boil Order”.
- Equipment Failure** Assess the problem. Repair or replace equipment. If pressure falls below 20 psi issue a “Boil Order”.