

ENGINEERING, UTILITY & PUBLIC WORKS

I. PURPOSE

The purpose of this annex is to outline duties and responsibilities of engineering, utility and public work segments of the county in the event of a major emergency.

II. SITUATION AND ASSUMPTIONS

A. Situation

1. The Office of the Morgan County Engineer is located at 155 East Main Street, Room 208, McConnelsville, Ohio, 43756. The County Garage is located at Old Dump Road, McConnelsville, OH 43756.
2. The following villages and townships have engineering and street departments:
 - a. Chesterhill
 - b. Malta (Front Street)
 - c. McConnelsville (1st Street)
 - d. Stockport (CR 2 S.)
3. Township Trustee Garages:

a. Bloom (6526 Pisgah Road)	h. Marion (1401 Buckeye Road)
b. Bristol (1440 State Route 78 E)	i. Meigsville (2389 State Route 60 S)
c. Center (1747 State Route 83)	j. Morgan (85 Church Drive)
d. Deerfield (7800 Triadelphia Road)	k. Penn (1761 Popular Alley)
e. Homer (6544 State Route 78 W)	l. Union (1120 State Route 78 W)
f. Malta (90 11 th Street)	m. Windsor (4555 Chase Hill Road)
g. Manchester (6602 State Route 78 E)	n. York (11684 State Route 669 W)
4. The following state-level departments have offices or provide services in Morgan County and may assist, within their jurisdiction, in the following ways:
 - a. Ohio Department of Transportation Garage, 4205 Monastery Road, McConnelsville, Ohio, 43756
 - b. Division of Forestry, ODNR, 17221 State Route 377, Chesterhill, Ohio, 43728
 - c. Ohio Department of Natural Resources
 - d. Ohio Army National guard (McConnelsville, Ohio)
5. The following electric companies serve Morgan County and have emergency crews available 24 hours a day for restoration of services:
 - a. AEP
 - b. Allegheny Electric Cooperative
 - c. Guernsey-Muskingum Electric Cooperative

6. The following gas companies serve Morgan County:
 - a. Columbia Gas of Ohio, Inc.
 - b. Columbia Gas Transmission Corporation
 - c. National Gas and Oil Corporation
 - d. Tennessee Gas Pipeline Company
 - e. Texas Eastern Gas Pipeline Company
 - f. Gasco

7. The following water departments serve Morgan County:
 - a. Bishopville Water District
 - b. Chesterhill Village
 - c. Malta Village
 - d. McConnelsville Village
 - e. Stockport Village

8. The following telephone companies serve Morgan County:
 - a. Ameritech
 - b. GTE
 - c. Sprint

9. Private contractors and businesses may provide additional support during emergencies for engineering/utility and public works activities and are kept on file at the Morgan County Emergency Management Agency and Office of Homeland Security.

B. Assumptions

1. All engineering and public works equipment and personnel would be available to cope with any anticipated disaster.
2. Without assistance, the engineering & public works departments may not have sufficient resources to cope with a disaster.
3. Local contractors have sufficient resources to backup engineering and public works recovery efforts in most foreseeable emergency situations.

III. CONCEPT OF OPERATIONS

A. Mitigation

1. Train personnel in emergency procedures.
2. Develop plans that protect the integrity of gas, electric and water supplies.
3. Identify vulnerability in electric, gas, water, maintenance and disposal systems and develop remedies.
4. Develop mutual aid agreements with neighboring jurisdictions for engineering, sanitation and utility support.

5. Develop and update maps of village streets, water and sewer lines and utility service areas.
6. Maintain and update listings of local private contractors who can provide support during emergencies. Acquaint them with emergency plans and procedures.
7. Prepare and assist Morgan County EMA Director in updating the Morgan County Resource Manual, which identifies source, location and availability of earthmoving equipment, dump trucks, road graders, fuels, etc. that could be used to support disaster response and recovery.
8. Participate in emergency exercises.
9. Work with planning commission to ensure that new constructions do not increase hazard threat.
10. Work with legislative bodies to improve building codes.

B. Preparedness

1. Ensure that storm sewers are in good repair.
2. Ensure that debris removal equipment is in good repair and that barrier and roadblock materials are available.
3. Train response staff and volunteers to perform emergency functions.
4. Review and update all utility and public works maps of each jurisdiction.
5. Develop prioritized listing for restoration of utilities.
6. Maintain notification and recall rosters that include a communication system to implement call down for personnel assigned to response teams, dispatch points and the EOC.
7. Develop Debris Removal Plan.
8. Develop Drought/Water Shortage Plan.

C. Response

1. Prioritize detection and repair of leaking gas lines.
2. Restore utilities to critical and essential facilities.
3. Provide Engineering, Utility, and Public Works Coordinator to the EOC, who will advise decision makers and coordinate response efforts among departments and agencies.
4. Maintain communications between EOC and engineering, utility, and public works personnel at site.
5. Provide back-up electrical power to the EOC as requested by the Morgan County Emergency Management Director.
6. Coordinate with the Health Department for the provision of potable water.
7. Coordinate with water and sewer departments, the Health department and the EPA to ensure the integrity of water supplies and sewage systems from the effects of hazardous materials.
8. Assure sanitation services are provided during the emergency.
9. Support emergency communications until telephone service is restored.

10. Inspect emergency facilities, public shelters and reception centers before the public uses them after an earthquake.
11. Clear debris and open roads for traffic.
12. Determine the safety of evacuation routes, airports, airstrips and bridges in an earthquake environment.
13. Provide emergency repair of water and sewer systems.
14. Barricade damaged areas.
15. Contact private contractors for additional assistance, as necessary.
16. Assist in search and rescue operations, as directed by Incident Commander at the site.

D. Recovery

1. Support cleanup and recovery operations during disaster events.
2. Provide damage estimates to the Morgan County Emergency Management Director or the activated EOC.
3. Support decontamination activities.
4. Coordinate utility repair with public and private providers and the PUCO.
5. Drain flooded areas.
6. Inspect, designate and demolish hazardous structures.

IV. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A. Organization

1. Morgan County

- a. The County Engineer will be the overall coordinator for engineering and public works functions in the event of a major emergency for Morgan County.
- b. The County Engineer's Department consists of 30 staff members and is responsible for the following:
 - 1) Maintaining county highways.
 - 2) Maintaining county and township bridges and culverts.
 - 3) Maintaining inventory of heavy equipment and provide to EMA Director. If additional personnel are needed, private contractors will be employed.

2. Village of McConnellsville

The following employees of the village of McConnellsville are a part of the engineering and public works functions.

- a. The Street Department is responsible for Village streets, bridges, culverts, water and sewer.

- b. Sanitation removal is handled by contract services.
- 3. Villages of Chesterhill, Malta, Pennsville, and Stockport.

Each village has a staff employee, who is responsible for all public works tasks within the jurisdiction. Major repairs are normally contracted. Each village has it's own water system and is maintained by that village.
- 4. Townships

Some townships have full-time personnel assigned. Part-time or volunteer staffs of two individuals generally prevail for minor road repairs and maintenance of township responsibilities. Major repairs are normally contracted.
- 5. Private contractors and volunteers will be used to supplement engineering and public works staffs in a large-scale emergency.
- 6. The following underground pipelines are located in Morgan County and have emergency crews available for repairs and restoration:
 - a. Gas Pipelines:
 - 1) Tennessee Gas Pipeline
 - 2) Texas Eastern Gas Pipeline
 - 3) Columbia Gas of Ohio
 - 4) Columbia Gas Transmission Corporation
 - 5) Natural Gas and Oil Company
 - b. Petroleum Pipelines:
 - 1) Ohio Oil Gathering
- B. Assignment of Responsibilities
 - 1. Engineering and Public Works Coordinator
 - a. Coordinate engineering and public works activities.
 - b. Train assigned response staff and volunteer augmentees to perform emergency functions.
 - c. Identify local private contractors who can provide backup support.
 - d. Develop and maintain resource lists.
 - e. Develop and maintain SOPs for engineering emergency response functions.
 - f. Participate in development and execution of emergency exercises.
 - g. Determine the safety of emergency operations facilities, public shelters, to include Reception and Care Centers in a post-earthquake environment.

- h. Determine the safety of evacuation routes (including airstrips/airports) in a post earthquake environment.
2. County Engineer's Department
- a. Repair roads and bridges.
 - b. Provide for debris and garbage disposal.
 - c. Perform damage assessment operations.
 - d. Provide engineering services and advice.
 - e. Assist in decontamination operations.
 - f. Participate in development and execution of emergency exercises.
 - g. Store and provide fuel for emergency vehicles.
 - h. Maintain activated Emergency Operations Center.
 - i. Update county map.
 - j. Clear debris in an emergency.
 - k. Place barricades where necessary.
 - l. Drain flooded areas.
 - m. Provide back-up electrical power to the Emergency Operations Center.
 - n. Protect the water supply and sewage system from the effects of hazardous material incidents.
 - o. Inspect, designate, and demolish hazardous structures.
3. Village Public Works
- a. Provide engineering services and advice.
 - b. Clear debris in an emergency.
 - c. Supervise repair and reconstruction of damaged facilities.
 - d. Drain flooded areas.
 - e. Coordinate with EPA and fire departments to protect water and sewer systems from the effects of hazardous materials.
 - f. Inspect, designate, and demolish hazardous structures.
 - g. Support fire department in decontamination efforts.
 - h. Train staff and volunteers to perform emergency functions.
 - i. Maintain storm sewers.
 - j. Maintain water pressure.
 - k. Provide potable water.
 - l. Coordinate with Health Department for water testing.
 - m. Decontaminate water systems.
 - n. Assess damages.
 - o. Maintain contact with EOC.
4. Township Road Crews
- a. Maintain and repair township roads.
 - b. Clear debris in an emergency.
 - c. Provide equipment and operators as available.

- d. Assess damages.
 - e. Maintain contact with Emergency Operations Center.
5. Sanitation Contractors
- a. Maintain scheduled pick-up service.
 - b. Obtain additional equipment if needed for debris removal.
 - c. Provide temporary sanitary facilities as necessary.
6. Village Water Departments/Works
- a. Determine location and extent of any main breaks.
 - b. Coordinate with other departments of any main breaks.
 - c. Coordinate with utility companies for shutting down water lines and pumping out flooded areas.
 - d. Arrange for portable toilets and potable water supplies until water service is restored.
 - e. Coordinate utility start-up procedures with maintenance personnel and utility companies.
 - f. Coordinate with fire and police officials for evacuation at the site.
 - g. Maintain contact with Emergency Operations Center.
7. Electric Companies will:
- a. Determine extent of power failure and report information to the Morgan County Emergency Management Director.
 - b. Coordinate for support of emergency power at clinics, rest homes and for individuals identified with emergency power needs.
 - c. Prevent unauthorized entry at the site.
 - d. Assist with fire prevention related to downed lines.
 - e. Activate in-house emergency response actions.
 - f. Advise EOC to rely on alternate communications and warning systems until power is restored.
 - g. Follow prioritization list for restoration of service.
 - h. Coordinate shutdown and start-up procedures.
 - i. Maintain contact with EOC.
8. Gas companies will:
- a. Notify fire departments of ruptured lines.
 - b. Determine extent of risk area and coordinate with fire and law enforcement for evacuation if needed.
 - c. Coordinate with other utilities and fire departments in shutting down systems that might present additional hazards.
 - d. Ensure that site is ventilated to disperse accumulations of natural gas.
 - e. Assist emergency forces in erecting barricades.

- f. Coordinate utility start-up procedures.
 - g. Maintain contact with EOC.
- C. Dispatch points for engineering, utility and public works personnel are located at the addresses listed in II. A. Situation at the beginning of this annex.

In major emergencies, dispatch points can be moved to the EOC if the primary dispatch point is in a hazardous area. Contact Morgan County Communications Officer for additional radios if required during the emergency.

V. DIRECTION AND CONTROL

- A. The Morgan County Engineer will relocate to the Emergency Operations Center during an emergency to advise decision makers and coordinate response efforts with utilities, municipal and village departments, state, federal, and volunteer organizations. (If the Engineer must be at the site of the emergency, he will appoint an employee to represent him at the EOC.)
- B. Internal resources of all operating departments will be managed by individual departmental procedures and policies.
- C. Each responding organization will communicate directly with its own field forces, and in turn will keep the Emergency Operations Center informed of appropriate information (casualties, damage observations, evacuation status, radiation levels, chemical exposure, etc., during emergency operations.)

VI. CONTINUITY OF GOVERNMENT

The line of succession for the County Engineer who will serve as the primary coordinator for engineering, utility and public works in the EOC is:

- 1. Highway Superintendent
- 2. County Surveyor
- 3. Succession of authority for water department, street department, and utility personnel are contained in SOPs for those organizations.
- 4. Refer to Tab 11, Procedures for the Relocation and Safeguarding of Vital Records in the Basic Plan and Tab 3, Procedures for the Protection of Government Resources, Facilities, and Personnel in Annex N, Resource Management.

VII. ADMINISTRATION

- A. Administration

1. Additional equipment or services needed to address the emergency by county/municipal responders will be requested through the Engineering, Utility and Public Works Coordinator in the activated EOC.
2. If the EOC is not activated, requests will be made to the Morgan County EMA Director.
3. The Morgan County Resource Manual, when completed, lists equipment and services in the county. The Engineering, Utility and Public Works Coordinator will assist organizations in the cooperative use of equipment and personnel.
4. Areas needing assistance in utility restoration, debris removal, flood drainage, sanitation and related areas will be plotted on maps in the EOC and prioritized for response.
5. Engineering, utility and public works responders will provide information for the After Action Report as requested by the Morgan County Emergency Management Director.
6. Requests for mutual-aid assistance from adjacent counties and assistance from the state and federal government for engineering, utility and public works will be made by the County Engineer in the activated EOC through the Morgan County EMA Director.
7. Responders will coordinate with each other for the placement of work crews, supply lines, staging areas and emergency command centers.
8. All responding organizations will provide regular reports to the EOC Coordinator on their location, activities and status at the site.
9. 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.

VIII. PLAN DEVELOPMENT AND MAINTENANCE

- A. The Morgan County Engineer in cooperation with the organization listed in this Annex and the Morgan County Emergency Management Director is responsible for updating this annex based on deficiencies identified through drills and exercises and changes in government structure and emergency organizations.

- B. The Morgan County Engineer in cooperation with the Morgan County Emergency Management Director will prepare, coordinate, publish and distribute necessary changes and revisions to this annex.
- C. The Morgan County Emergency Management Director will forward all changes to the appropriate organizations.
- D. The Morgan County Emergency Management Director will coordinate with engineering, utility and public works organizations in Morgan County for the development of standard operating procedures detailing their assigned responsibilities in emergencies.

IX. AUTHORITIES AND REFERENCES

A. Authorities

Not used, see Section IX.A. of the Basic Plan.

B. References

Not used, see Section IX.B. of the Basic Plan.

X. ADDENDUMS

Tab 1 – Map of Major Electrical Transmission Lines, Generating Plants and Substations

Tab 2 – Map of Electrical Service Area

Tab 3 – Map of Gas Company Service Area

NOTE: The Morgan County Engineering Equipment List is on file at the EMA office.

XI. AUTHENTICATION

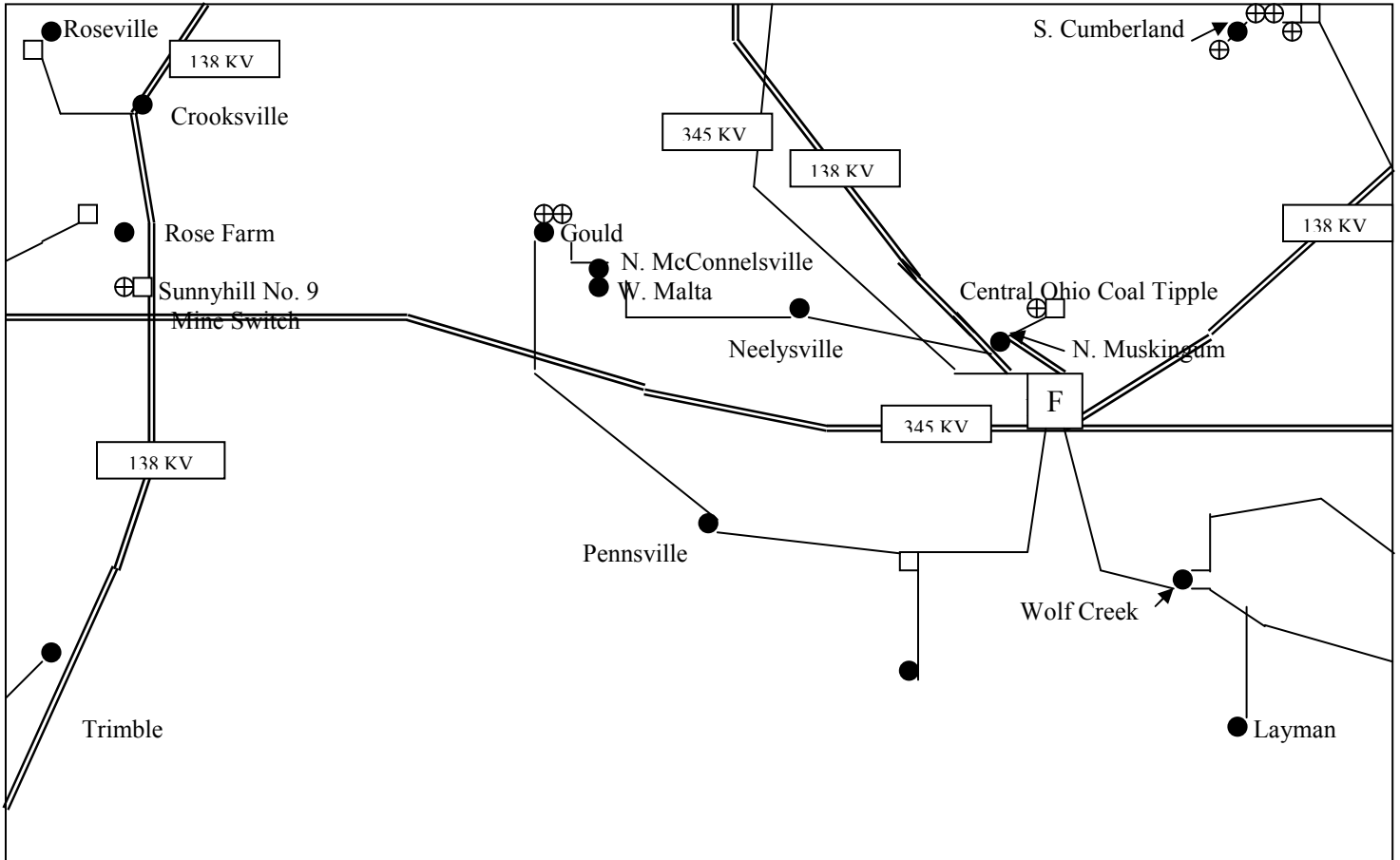
10/30/00

Date

Richard Hardison

Morgan County Engineer

Map of Major Electrical Transmission Lines Generating Plants & Substations



- F Power Plants (fossil)
- Substation
- ⊕ Customer Station
- Switching Station

All Lines 69 KV Unless Otherwise Indicated

Map of Gas Company Service Area



Columbia Gas

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