

**RESOLUTION NO. 2022-01**

**A RESOLUTION ESTABLISHING THE WATER EMERGENCY CONTINGENCY  
PLAN FOR EMERGENCY OPERATION AND DISASTER PLANNING IN THE EVENT  
OF GROUNDWATER/WATER CONTAMINATION**

**BE IT RESOLVED** by the Town Council of the Town of Centerville, Wayne County, Indiana, in a duly held public meeting, that:

**SECTION I.**

This resolution shall be known as the “**WATER EMERGENCY CONTINGENCY PLAN FOR EMERGENCY OPERATION**” of the Council and applies to the Council, any committee appointed directly by this Council or its presiding officer, and all employees, agents and contractors of the Town of Centerville, Indiana.

**SECTION II.**

The Town Council hereby adopts the attached “**WATER EMERGENCY CONTINGENCY PLAN FOR EMERGENCY OPERATION AND DISASTER PLANNING IN THE EVENT OF GROUNDWATER/WATER CONTAMINATION**” for the Town of Centerville, Indiana, dated November 17, 2021.

**SECTION III.**

The implementation of the plan has been retroactive to November 17, 2021, midnight.

**SECTION IV.**

The Town Council hereby ratifies all actions taken in reliance of the plan since November 17, 2021.

**SECTION V.**

The sections, subsections, paragraphs, references, clauses, and phrases of this Resolution are severable. If any phrase, clause, reference, paragraph, subsections, and sections of the Resolution are declared unconstitutional, invalid, or unenforceable by a court of competent jurisdiction, such declaration shall not affect the remaining provisions of this Resolution.

**SECTION VI.**

This resolution shall be effective from and after adoption by this Council and compliance with IC 36-5-2-10.

**PASSED AND ADOPTED** by the Town Council of the Town of Centerville, Indiana  
this 8 day of March, 2022, by a vote of 3 in favor and  
0 against.

**THE TOWN COUNCIL OF CENTERVILLE, WAYNE COUNTY, INDIANA**

**AYE**

**NAY**

Daniel Wandersee

Dan Wandersee,  
President

\_\_\_\_\_

Gary L. Holbert

Gary Holbert,  
Vice President

\_\_\_\_\_

VACANT,  
Member

\_\_\_\_\_

James Bullen

James Bullen,  
Member

\_\_\_\_\_

Jack M. Bodiker,  
Member

\_\_\_\_\_

Constituting a majority of all the members of the Town Council

**ATTEST:**

Richard K. Tincher

Richard K. Tincher,  
Clerk-Treasurer Town of Centerville, Indiana



**WATER EMERGENCY CONTINGENCY PLAN**

**FOR**

**Emergency Operation and Disaster Planning**  
**In the Event of Groundwater/Water Contamination**

**Town of Centerville, Indiana**

This plan was developed using a document provided by the Indiana Department of Environmental Management as a baseline. This plan was written to reflect the conditions that pertain to the Town of Centerville

DATE: 11-17-21

# **Emergency Operation and Disaster Planning In the Event of Groundwater/Water Contamination**

A copy of the Emergency Contingency Plan is kept on file in the Utility's office located at:  
Water plant located at 601 S. Morton, Centerville Indiana  
City Building located at 204 E Main, Centerville Indiana  
All employees are aware of its locations.

All employees have been instructed to implement this plan in the event of a disaster beginning with notification of all parties concerned. A list of emergency phone numbers is located in the back of this Emergency Contingency document. The next step is to follow the emergency notification procedures contained in this Emergency Contingency Plan (ECP). After contacts have been made, appropriate action will be taken according to specific guidelines in the ECP.

## **Definition of a Potable Water Supply Emergency Operating Disaster Plan**

The purpose of an emergency operating disaster plan is to provide guidance to management and employees when faced with handling an emergency or disaster which jeopardizes the maintenance of safe drinking water standards of the public water supply.

The Water Utility is to evaluate all areas of the water supply system that could be vulnerable to contamination and result in a loss of safe drinking water. Based upon this review, the Utility is to make recommendations that could reduce or eliminate the effects that the loss of safe drinking water due to contamination of the water/source/well field would have on the operations of the water system.

This plan cannot predict exactly what will happen in an emergency or disaster situation but provides a planned approach for handling such situations.

As the general awareness of water safety issues continues to evolve, this document must be updated to maintain adequate response measures.

## **Emergency Operating and Disaster Policy**

**DIRECTOR OF OPERATIONS, PUBLIC RELATIONS/NEWS RELEASES**

Name: Michael Stuckey / Kevin Slick

clear well through the 3 pressure filters. Water is then disinfected with Chlorine gas and pushed into the system at 400 gallons a minute. The town currently use on average 1.2 pounds of chlorine a day.

There is a booster station located on North Morton Ave. that supplies that water to Centerville Road and Interstate 70 businesses and the State of Indiana Rest Area.

### **ELEVATED WATER TOWERS**

The town system has two 250,000 gallon water towers one located on north Morton Ave. (west tower) and one located on N. Fourth St. (east tower)

### **WATER TOWER TELEMETRY SYSTEM**

This is a system that monitors the levels of the elevated water towers and starts pumps as needed to maintain adequate levels for daily requirements and fire safety. We have a dialer system that will notify operators of any problem at the water treatment plant and water towers on a (24) hour a day basis.

### **DISTRIBUTION SYSTEM**

The Town of Centerville distribution system consists of approximately 16 miles of water mains ranging in size from two (2) inches to 16 inches. The distribution system has approximately 1000 connections and serves a population of 2600.

### **WATER USE INFORMATION**

Average Daily Use – 190,000

## **SECTION ONE (1)**

# **DISASTER ASSESSMENT**

This section looks at each emergency/disaster and makes an assessment as to the probability of each emergency/disaster happening in the Town of Centerville. The assessment rating takes into consideration the following:

- Geographical Area
- Ground Elevations
- Construction Techniques
- Building Materials

The assessment probability number will range from zero (0) to ten (10). Zero (0) being the lowest probability and ten (10) being the highest probability.

This section looks at each emergency/disaster and identifies the different areas of the Water System that could be damaged by each type of emergency/disaster.

**ASSUMED DISASTER: Contamination      PROBABILITY ASSESSMENT: 1**

**Areas of the water system that have the potential of being contaminated:**

- **Aquifer**
- **Water Treatment Plant**
- **Distribution System**
- **Evaluated Water Tower(s)**
- **Distribution System**

**ASSUMED DISASTER: Fire                      PROBABILITY ASSESSMENT: 5**

**Areas of the water system that could be damaged by fire:**

- **Water Treatment Plant Control Panel**
- **Elevated Water Tower Controls**
- **Well Field Electric Panel**
- **Filtration Building**
- **Well House Building(s)**

**ASSUMED DISASTER: Electrical Outage**

**Short Term – Eight (8) hours or less                      PROBABILITY ASSESSMENT: 8**

**Long Term – Longer than Eight (8) hours                      PROBABILITY ASSESSMENT: 8**

**Areas of the water system that could be affected by a power outage:**

- **Water Filtration Plant**
- **Well Field Pumps**
- **Electric Controls**
- **Control Panels**
- **Elevated Water Tower(s) or Control Panel(s)**



**PROBLEM- A tornado knocked down the electrical lines and transformers. Both systems are operational with a generator already in place and automatic transfer switches.**

**Action Needed:**

1. Notify the electric department of the problem and try and determine how long it will take to restore the electricity. Typically an eight- (8) hour time period will not constitute an emergency.
2. If the repair will take longer than eight (8) hours, notify the news media and declare a water emergency. Notify County Civil Defense and request the use of a generator or rent a generator. Phone Numbers for these calls are at the end of this document.
3. Check all generators and make sure all are operational.

**Problem – A power surge from downed electric lines burned out the Control Board in the control center at the water plant.**

**Action Needed:**

1. Notify Electrical Contractor of the emergency situation. Advise them of the immediate need for help.
2. When help is on site try to salvage enough parts to get at least one high service pump and one well pump running.
3. If the power panel cannot be temporarily repaired to allow a high service and well pump to operate try to establish a temporary electric service to a high service and well pump and utilize hand to run the pumps until the panel is repaired. This should be accomplished within eight (8) hours. If it takes longer than eight (8) hours, notify residents and industries to conserve. If the temporary service is not in operation within twenty-four (24) hours call the County Civil Defense and request a generator to establish temporary electricity.

**Problem – Damage to the Water Treatment Plant caused damage to the Chlorinating System and created a chlorine leak.**

**Action Needed:**

1. Call the fire department with as much information as possible.  
Each plant has a Chlorine tank repair/patch kit and Breathing rescue tank and mask.
2. Evacuate as needed.
3. Maintain isolation of controls from chlorine leak.
4. Shut the main chlorination power off.
5. Ventilate the gas to the atmosphere.
6. Once the site is declared safe by the Fire Department, assess damage and repair if possible.

11. Notify public of conservation needs.

## **Elevated Water Towers**

### **Problem – Loss of one Elevated Water Tower.**

#### **Action Needed:**

1. Shut the incoming water main off.
2. Call the electric company to disconnect the service.
3. Call Elevated Tank Manufacturer to evaluate damage and assist in repairs.
4. Supply distribution system and customers utilizing the other elevated water tower.

### **Problem – Loss of both Elevated Water Towers**

#### **Action Needed:**

1. Shut off the main supply valve to the elevated tanks.
2. Run the High Service Pumps in hand or manual position as needed to maintain service to the community at designated times.
3. Install pressure relief valves within the system to prevent damaging water mains and customer plumbing.
4. Have the Electric Utility shut off and remove electricity from the tanks?
5. Call Elevated Tank Manufacture for assistance in repairing the tanks.
6. Continue manual operation until one of the elevated tanks is back in service then change the Pressure Relief Controls back to the repaired tank.

## **Residential or Commercial Area**

### **Problem – Tornado hit a developed area of town.**

#### **Action Needed:**

1. Disperse all personnel to locate and repair water leaks in the affected area.
2. Repair larger leaks first.
3. Try to maintain system pressure at all times. If pressure drops below 20 PSI or a water main is shut off. *Follow the guidelines below:*
  - a. If possible, keep full pressure on the distribution system to prevent contamination problems.
  - b. If system pressure drops below 20-PSI monitor and maintain chlorine to help avoid contamination problems.
  - c. If pressure is completely lost in the affected area, issue a boil order, use main line valves to direct the flow of water and do extensive flushing to clean the distribution system.
  - d. Add chlorine per Indiana Department of Health standards.



## **Problem – Possible damage to the Elevated Water Tanks**

The elevated water tanks are designed to withstand ground movement as well as high winds. Damage to these tanks although unlikely is a possibility. Should one or both the tanks be damaged or lost follow the procedures outlined below.

## **Problem – Loss of one elevated Water Tower**

1. Shut the incoming water main off.
2. Call the electric Company to disconnect the service.
3. Call Elevated Tank Manufacturer to evaluate damage and assist in repairs.
4. Supply distribution System and customers utilizing the other Elevated Water Tower.

## **Problem – Loss of both elevated Water Towers**

1. Shut off the main supply valve to the elevated tanks.
2. Run the high service pumps in hand or manual position as needed to maintain service to the community at designated times.
3. Install pressure relief valves within the system to prevent damaging water mains and customer plumbing.
4. Have the Electric Utility shut off and remove electricity from the tanks?
5. Call Elevated Tank Manufacture for assistance in repairing the tanks.
6. Continue manual operation until one of the elevated tanks is back in service
7. then change the pressure relief controls back to the repaired tank.

## **ASSUMED DISASTER – Contamination**

This section refers to two kinds of contamination:

Intentional contamination  
Accidental contamination

## **Problem – Intentional Contamination**

There are certain parts of the water system where intentional contamination is most likely to occur:

- Water Treatment Plant
- Elevated Water Towers
- Well Field

**Water Treatment Plant** – The most likely place contamination could be introduced in the Water Treatment Plant is through the fluoride and chlorine ports. This would be a very slow

2. Issue an order to **NOT USE WATER**.
3. The well field shall be shut down until a professional can analyze it.
4. Look at all options to try and restore operation.
5. Set up a bottled drinking water distribution point at an open area such as the school.

### **Problem – Back siphonage and high pressure chemical pump**

#### **Action Needed:**

1. Locate the problem and shut it off.
2. Issue an order to **NOT USE WATER**.
3. Use main valves to control the flow of water and isolate the chemical.
4. Flush the fire hydrants in the area until the water is clean.
5. Have water samples collected from fire hydrants and neighboring homes to evaluate the extent of contamination.
6. If a chemical pump was involved, require backflow prevention to be installed.
7. If back siphonage was the problem, determine why it happened and require backflow prevention to be installed.
8. When the mains appear to be clean and testing verifies no chemical contaminant(s) present, issue a boil water order for all water customers.
9. If testing show that chemical and bacteria tests are okay, cancel boil order.

### **Problem – Spills/Policy for Handling Spills**

#### **Action Needed:**

- The Fire Department responds to all emergency calls. If absorbent pads or sand is needed, the Utilities are immediately called to assist and a licensed professional is called to evaluate the spill and oversee that appropriate actions are taken for proper clean – up.
- The local Fire Chief will complete all reports and notifies the appropriate enforcement agencies, including IDEM's Office of Emergency Response.
- Reduced pumping should not be required. Wells should be able to remain in normal operation.
- Contaminants travel slowly providing time to prepare a plan of action.

Any spill within 2,500 feet of the well field located at 601 S. Morton Centerville, Indiana and, needs to be contained and cleaned up immediately.

The police and fire authorities of The Town of Centerville and Wayne County Sheriff's Department shall report all spills to the Town of Centerville Utilities immediately.

## **EXTENDED OUTAGE (Longer than eight (8) hours)**

### **Action Needed:**

1. Notify the news media, declare a water emergency, and ask customers to conserve water.
2. Call the County Civil Defense to assist with a generator to restore plant operations.

## **EMPLOYEE PROBLEMS**

### **Problem – Operator fails to come to work**

### **Action Needed:**

1. Call the Town Manager to find someone who is cross-trained in Water System Operation. It is important to have several people cross-trained in operations and trouble-shooting the Water System.

## **EMERGENCY NOTIFICATION PROCEDURE**

- The Town Manger will notify the Town Council that an emergency exists and will update them with the facts.
- The Town manager and Certified Operator are responsible for news releases and will notify local radio and television of the emergency situation and any other information he feels should be aired at that time.
- The Town of Centerville Fire Department will be notified and asked to drive the Streets of the Town of Centerville using their PA system to notify the residents that a water emergency exists and ask residents to conserve water.
- The Town Manger or his representative will call the Critical User List below and give them notice to conserve water.
- If the emergency notification takes place during school hours we will ask the school to make a general announcement that a Water Emergency exists and everyone in town will be asked to conserve water.
- The Town Manger will continually update the Water Operator with progress reports and will tell him when the problem is corrected.
- At that time he will issue a news release to that effect and the same avenues of notification will be used.

# STATE INFORMATION

IDEM (Indiana Department of Environmental Management)  
Drinking Water Branch (317) 233-4222  
IDEM Emergency Response 1-888-233-7745  
DNR (317) 232-4200 or (877) 563-6367  
Department of Health (317) 233-1325  
USEPA (800) 424-8802  
Region 5 EPA (312) 353-2000  
Civil Defense (317) 232-3692  
Hazmat Hotline (888) 233-7745  
Health Department Local (765) 973-9245  
Laboratory (317) 921-5500  
After hours (317) 233-1325

## **Water System Employees:**

Virgil Shaw 765-993-3306  
Chris Sharp 765-238-3385  
Josh Elison 765-259-4811

## **Local Government Officials**

### **CENTERVILLE COUNCIL**

Dan Wandersee, Council President  
Oversees: General and Police  
Email: [dwandersee@town.centerville.in.us](mailto:dwandersee@town.centerville.in.us)  
Phone: 765-967-6016  
Gary Holbert, Council Vice President  
Oversees: Wastewater and Stormwater  
Email: [gholbert@town.centerville.in.us](mailto:gholbert@town.centerville.in.us)  
Phone: 765-855-2733  
Jack Bodiker, Council Member  
Oversees: Water and Fire  
Email: [jbodiker@town.centerville.in.us](mailto:jbodiker@town.centerville.in.us)  
Phone: 765-259-2782  
Mark Tucker, Council Member  
Oversees: Electric  
Email: [mtucker@town.centerville.in.us](mailto:mtucker@town.centerville.in.us)  
Phone: 765-960-5282  
James Bullen, Council Member  
Oversees: Street  
Email: [jbullen@town.centerville.in.us](mailto:jbullen@town.centerville.in.us)  
Phone: 765-969-2892

## **Local Emergency Planning Commission**

**Generator Rentals**

MacAllister (877) 958-9804

Gillman Home Center (765) 855-2600

**Chlorinator Rentals**

Water Solutions Unlimited (317) 736-6868, Brian Bardy Cell (317) 714-8470

Jeff Willman, Jeff Willen (765) 744-1469

Living Waters (317)996-2508

**Portable Fencing Rentals**

National Rent a Fence (614) 308-1100 or (800) 352-5675

**Chlorinator Repair**

Water Solutions Unlimited (317) 736-6868 Brian Bardy Cell (317) 714-8470 Jeff Willman, Jeff Willen (765) 744-1469

Living Waters (317) 996-2508

**Radio / Telemetry Repair** George E. Booth (317) 247-0100 Rob Jefferson cell (765)993-3929 Alan Campbell (765) 993-0972

**Pump Supplier**

Peerless (317) 925-0661

**Well Driller**

Peerless (317) 925-0661

Ortman (765) 459-4125

**Pipe Supplier**

Core/main Larry Shireman (317) 313-9112

EJP Corry Grog (317) 306-9644 (317) 247-0005

Utility Supply Co. (317) 783-4196

**Chemical Supplier**

Water Solutions Unlimited (317) 736-6868 Brian Bardy Cell (317) 714-8470 Jeff Willman, Jeff Willen (765) 744-1469

Jones Chemical (317) 787-8382

**Pump Repair/Well Casing/Replacement Suppliers:**

Peerless (317) 925-0661

Ortman (765) 459-4125

Layne

## Alternative Water Source

New Albany –BagShaw Water Hauling 812-945-3500 Perry Township  
PUTNAM COUNTY - See Clay County, South Bend,

Sunman, Riehle's Water Hauling, 812-623-2410  
VIGO COUNTY - Terre Haute, Fortner Water Hauling  
Versailles, Thomas Charles, 812-667-5598  
Wayne Township,

Westport, Oliver's Water Wagon, 812-591-2637

## MEDIA NOTIFICATION

### **News Media to alert in case of Water Shortage or Water Emergency:**

Police, Fire and Town social media pages

Wayne County Health Dept. 765 973-9368

Kicks 96 Richmond, 765-962-1595

G101.3 Richmond, 765 939-1013

WISH TV Channel 8, 317-923-8888

WTHR Channel 13, 317-636-1313

Western Wayne News/Hometown Media Group, 765-478-5448

WCTV-Whitewater Valley TV. 765-973-8488

# COORDINATION

- Have you contacted the local police department?
- Have you contacted the local health department?
- Have you contacted the local fire department?
- Have you contacted EMS?
- Have you contacted the Alliance of Indiana Rural Water?
- Have you contacted IDEM?
- Have you contacted the FBI field office in your area?
- Have you contacted your locally elected official (e.g. Mayor / Town Board President)?
- Have you ensured that all of the above have communicated and know their responsibilities in the event of an emergency?
- Have you trained the water system staff on their roles and responsibilities in the event of an emergency?
- Do you have a plan to notify your customers of any “Boil Water” or “Do Not Use” notices?

Describe your customer notification plan:

- The Town Manager will notify The Town Council that an emergency exists and will update him with the facts.
- The Town Manager, being responsible for news releases will notify local radio and television of the emergency situation and any other information he feels should be aired at that time.



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