Date: December 18, 2018

EMERGENCY RESPONSE PLAN

for the Village of Lawrence water supply system

In case of emergency, contact the Michigan Department of Environmental Quality (MDEQ) as soon as possible.
Considerations: Loss of pressure, inadequate quantities of water available, contamination

GENERAL

1. Personnel
List personnel available during emergency conditions. Include position, job duties, telephone number and whether available during strikes.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Cell Phone</th>
<th>Home Phone</th>
<th>Email</th>
<th>Strike Availability</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dan Faulkner</td>
<td>Village Manager</td>
<td>(269) 539-1516</td>
<td></td>
<td><a href="mailto:manager@lawrencemi.org">manager@lawrencemi.org</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Brian Johnson</td>
<td>DPW Supervisor</td>
<td>(269) 615-0830</td>
<td></td>
<td><a href="mailto:dpwsupervisor@lawrencemi.org">dpwsupervisor@lawrencemi.org</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Jeff Pera</td>
<td>Technician</td>
<td>(269) 910-5261</td>
<td></td>
<td><a href="mailto:jpera@lawrencemi.org">jpera@lawrencemi.org</a></td>
<td>Yes</td>
</tr>
<tr>
<td>Jim Groth</td>
<td>Technician</td>
<td>(269) 208-6477</td>
<td></td>
<td><a href="mailto:jgroth@lawrencemi.org">jgroth@lawrencemi.org</a></td>
<td>Yes</td>
</tr>
</tbody>
</table>

2. Miscellaneous
List other telephone numbers that may be needed during emergencies:

a. Michigan Department of Environmental Quality (MDEQ):

   After Hours-Emergency Number: (800) 292-4706
   Fax: (269) 567-3555

   District Engineer/Sanitarian: (Interim) Nathen Yutzyn, District Engineer.
   (517) 388-9125 (Office)
   Email - yutzyn@michigan.gov

   Environmental Quality Analyst:
   Stacy Wilson
   (269) 491-3107
   Wilsons56@michigan.gov

   Supervisor of Drinking Water:
   Heather Bishop
   (269) 330-9153
   bishoph@michigan.gov
b. **Appropriate Municipal Officials:**
   Mr. David Quick, Village President
   Cell # (269) 568-4424
   Ms. Mary Webster, President Pro tem
   Cell # (269) 290-4732

c. **Local Health Department:**
   Van Buren County Public Health Department
   CR 681, Hartford, Michigan 49057
   (269) 621-3143

d. **Department of Agriculture:**
   USDA
   3260 Eagle Park Drive, N. E.
   Grand Rapids, Michigan 49525
   (616) 942-4111

e. **Police:**
   Village of Lawrence (269) 674-3600 or 911
   Van Buren County Sheriff Department (269) 657-3101 or 911
   Van Buren County Office of Domestic Preparedness (269) 657-7786
   Michigan State Police, Post 51 (269) 657-5551 or 911

f. **Fire Department:**
   Lawrence Township Emergency Services
   (269) 674-4255 or 911

g. **Newspapers:**
   Paw Paw Courier Leader
   32280 Red Arrow Hwy
   Paw Paw, MI 49079
   (269) 657-3072
   ads@vineyardpress.biz

h. **Radio/TV Stations:**
   WCSY – FM 103.7
   11637 M-140 Highway Suite B
   South Haven, MI 49090
   (269) 637-6397

i. **Nearby Water Utilities:**
   City of Hartford (269) 621-6505
   Village of Paw Paw (269) 657-3169

j. **Nearby Laboratories:**
   Village of Paw Paw (269) 657-3169
3. Contractors
List telephone numbers of reputable contractors which may be needed during emergencies.

a. **Excavators:**
   Excavation, Lounsbury Excavating
   32673 Red Arrow, Paw Paw, MI 49079
   (269) 657-4446 or 269-207-6361

b. **Well Drillers:**
   Earl Sanders & Son Well Drilling Inc.
   72819 M-40
   Lawton, MI 49065
   (269) 624-1136 or 269-806-6730

c. **Welders:**
   Bachman Welding
   59540 Red Arrow, Hartford, MI
   269-206-1335

d. **Electricians:**
   Linear Electric
   790 Nickerson Ave.
   Benton Harbor, MI 49022
   269-927-6160

   Midway Electric
   51433 63rd Ave
   Lawrence, MI 49064
   269-674-3213

e. ** Plumbers:**
   Field Plumbing and Heating
   P.O. Box 331, 57739 N. C.R. 365, Lawrence, MI
   (269) 674-3839

4. Suppliers
List telephone numbers of suppliers which may be needed during emergencies.

a. **Chemical Suppliers:**
   Alexander Chemical Co.
   Kingsbury Industrial Park
   Kingsbury, IN 46345
   (800) 348-8827
b. Pump Suppliers:
Peerless-Midwest Inc.
505 Apple Tree Drive
Ionia, MI 48846
(616)-527-0050

c. Water Main Repair Materials Supplier:
Field Pumping and Heating
P.O. Box 331
57739 North C.R.365
Lawrence, MI 49064
(269) 674-3839

Etna Supply Company
529 32nd St. SE
Grand Rapids, MI 49548
(800) 632-4576

CRITICAL CUSTOMERS

1. List critical customers or users for whom the provision of a continuous supply of safe water is most urgent. Include name, telephone number and address.
Lawrence Public Schools
Office of the Superintendent
650 W. St. Joseph St.
Lawrence, MI 49064
(269) 674-8233 or 269-252-3460

Van Buren Intermediate School District
701 S. Paw Paw St.
Lawrence, MI 49064
(269) 674-8001 or 269-308-1155

2. Describe method to provide critical customers with a continuous supply of water. Bottled water would be obtained as needed.
COMMUNICATIONS

1. Describe methods of communication available during power outages. Base Station under auxiliary generator power, plus 2-Way Radios; Vehicle (5), Portable (4) Cell Phones (2).

2. Describe methods to provide customers or users with current information and recommended precautions to protect public health. Public Notification affected by emergency; public radio, public television.

PLANS & AGREEMENTS

1. General Layout. Attach the general layout (piping schematic) of the waterworks system or indicate the location of the General Plan as well as valve and hydrant records and any other information that would be helpful in fully describing the water system. All information regarding the Lawrence water system is kept in files within the DPW building. A Lawrence water system map is also included with this plan.

2. Personnel Safety Plans. Personal Protective Equipment (PPE) available and located in the employee locker area. Lock-Out Tag-Out (LOTO) kits located on the west bay wall and under the center bay work station. Material Safety Data Sheets (MSDS) Sheets located above center bay work station all within the DPW building.

3. Water Sampling and Monitoring Plans. Describe monitoring to be conducted to identify potential public health threats. List plans and their locations. Examples include the Bacteriological Sample Siting Plan, sampling procedures for different types of contaminants, locations of sampling containers and procedures to obtain more, laboratories to analyze other contaminants, identify laboratories to contact (with phone numbers) to arrange for rapid sampling for volatile organic chemicals or other unknown compounds.

Laboratories:

RTI Laboratories
31628 Glendale Street
Livonia, Michigan 48150-1827
(734) 422-8000
Emergency Rachael Dear 734-377-3372

Kar Laboratories
4425 Manchester Road
Kalamazoo, Michigan 49001-0802
(269) 381-9666
Sampling site plan attached.

4. Mutual aid agreements. Describe type and terms of agreements with other water supplies that may be implemented during an emergency. Attach or include location of agreements. Examples include sharing personnel and equipment, and loaning supplies.

The Village of Lawrence currently does not have a Mutual Aid Agreement in place.

5. Emergency Supplies and Equipment Plans

a. Emergency equipment available. Identify and indicate location of equipment and vehicles that may be needed in an emergency. If the equipment is leased, rented, shared or otherwise not immediately available, describe the procedure for securing the equipment including contact information.

Tri-pod man lift, gas detector, machinery, etc. located at DPW or downtown water tower base - contact Lawrence DPW staff from above.
Lawrence Township Emergency Services
(269) 674-4255 or 911

b. Replacement equipment. Identify and indicate location of replacement equipment or parts that may be needed in an emergency. Describe how to secure replacements, if not on site, including contact information (or refer to Contacts section of this ERP).

Repair clamps, water meters, plugs, valves, etc. located in Department of Public Works buildings and / or downtown water tower base.
Other contacts please refer to contact / suppliers above.

c. First aid supplies and equipment are located in the DPW main office and at the DPW restroom area. Additional supplies are available in each service vehicle.
Contact:
American Safety Supply
Osceola, IN 46561
(574)651-3660
SOURCE

Master Meter
Location(s) and Size(s)

Well #1 312 S. First Street – 8"
Well #2 312 S. First Street – 8"
Well #4 883 Blackman Street – 8"

Groundwater Sources

<table>
<thead>
<tr>
<th>Well Number</th>
<th>Diameter (inches)</th>
<th>Depth (feet)</th>
<th>Capacity (gpm)</th>
<th>Location</th>
<th>Treatment Type</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>12</td>
<td>74</td>
<td>400</td>
<td>312 S. First St</td>
<td>Po4 &amp; Cl2</td>
</tr>
<tr>
<td>2</td>
<td>13 5/8</td>
<td>80</td>
<td>420</td>
<td>312 S. First St</td>
<td>Po4 &amp; Cl2</td>
</tr>
<tr>
<td>4</td>
<td>12</td>
<td>77</td>
<td>530</td>
<td>883 Blackman St.</td>
<td>Po4 &amp; Cl2</td>
</tr>
</tbody>
</table>

1. Describe method to operate wells for groundwater sources, or pumps for surface water sources (manual or automatic). Well pumps run automatically according to predetermined on/off set points depending on the downtown elevated storage tank levels. The Booster Station pumps are used to maintain levels in the Business Centre Elevated Storage Tank. These pumps operate automatically according to predetermined on/off set points. Water in the Business Centre storage tank can be transferred to the Downtown Storage tank at predetermined intervals or manually.

2. Auxiliary power available:

   Type: Mobile Trailer Mounted Generator Set, Gasoline

   Location: Department of Public Works,
   112 W. St. Joseph Street, Lawrence.

   Capacity: 55kW

   Booster Station Auxiliary Power:

   Type: Fixed in station, Onan

   Location: Booster Station
   58200 CR 365, Lawrence

   Capacity: 65kW

   Describe how to activate and operate auxiliary power:
Wells - Move mobile generator to well house #2. 1.) Place HOA Control Switches to off position. 2.) Place transfer switch to neutral position. 3.) Plug generator power cord into pigtail connection and start generator. 4.) After generator is up to speed activate the dynamo by turning on power switch. 5.) Move transfer switch to generator power. 6.) Turn on the well desired. 7.) Control by observing line pressure or place observer at water tower and turn off upon tank overflow.

Booster Station: Automatic Transfer Switch (ATS) will transfer automatically when utility power is lost and generator will start automatically and provide power to the whole station. Once utility power is restored ATS will automatically switch back to normal power conditions and generator will shut down.

If auxiliary power is leased, rented, shared or otherwise not immediately available on the property, describe the procedure for securing the equipment:

Owner:
Contact name and telephone number:
Type and terms of agreement:

TREATMENT

1. If treatment employed at wells, describe method to provide auxiliary power to chemical feed pumps. Auxiliary power is provided through the use of the portable generator described above.

2. If centralized treatment employed (iron removal, zeolite softening, etc.):
   a. Describe method to provide auxiliary power to high service pumps: N/A
   b. Describe method to provide auxiliary power to chemical feed pumps: N/A
   c. Describe procedure to bypass treatment facility: N/A

3. If no treatment, describe method to provide emergency chlorination: N/A

4. If surface water treatment employed, describe method to provide auxiliary power. N/A
DISTRIBUTION

1. Storage

<table>
<thead>
<tr>
<th>Tank Type</th>
<th>Capacity</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Elevated Sphere</td>
<td>150,000 gallons</td>
<td>123 N. Paw Paw Street</td>
</tr>
<tr>
<td>Elevated Sphere</td>
<td>200,000 gallons</td>
<td>1050 Crandall Parkway</td>
</tr>
</tbody>
</table>

Describe procedure to bypass storage facility:

150,000 gal. sphere – Two (2) pressure relief valves on fire hydrants in specified locations within system and well operated in manual (continuous) pumping mode.

200,000 gal. sphere – Pressure tanks located within the booster station would be put back into service.

2. Pumping stations:

   a. Identify location and capacity of pumps:
      Booster Station at 58200 CR 365, Lawrence, Michigan
      Pump #1 – 50 GPM
      Pump #2 – 250 GPM
      Pump #3 – 250 GPM
      Pump #4 – 320 GPM

   b. Describe method to provide auxiliary power to pumps:

      Automatic Transfer Switch (ATS) will transfer automatically when utility power is lost and generator will start automatically and provide power to the whole station. Once utility power is restored ATS will automatically switch back to normal power conditions and generator will shut down.

3. Describe any emergency interconnections with other water supplies. List contact persons, telephone numbers and procedures to secure water from and provide water to those other water supplies.

   N/A

4. List available licensed water haulers and sources of bottled water with phone numbers.

   Mr. Larry Hughes
   Country Fresh Inc.
   355 Mart Street
   Grand Rapids, Mi. 49548
   616-243-0173
Mr. Robert Thomas  
Culligan Water Conditioning  
7080 Red Arrow Hwy  
Coloma, Michigan 49038  
(800)-442-2802

**ADDITIONAL INSTRUCTIONS**

The Emergency Response Plan shall be located and distributed as necessary to assure effective use by all necessary waterworks personnel.

This plan shall be updated every 2 years or as necessary (as changes occur in personnel, contact information, or other factors).

Signature:  

Title: Village Administrator