Ohio Environmental Protection Agency

DRINKING WATER SUPPLY

CONTINGENCY PLAN

Water Supply Contingency Plan for: Ayersville Water & Sewer District

PWSID: OH2000903 County: Defiance

Population Served: 650 Date: 10/29/2019

REVISIONS:
(All copies of this plan must be revised as the names, addresses, and telephone numbers of personnel, suppliers, contractors, and governmental agencies are changed, as well as when changes in the water supply system are made. If none of these occur, then the plan must be updated at least annually.)

Page	Section Revised	Date	Revised By
4	Page 4	10/29/2019	Eric Wenzinger

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DRINKING WATER SUPPLY

CONTINGENCY PLAN

Water supply contingency plan for Ayersville Water and Sewer District public water system located in Defiance County Ayersville, Ohio as of 8/23/2019 (DATE).

Copies of this plan are at the following locations:

1. Pump Station/Maintenance Building 26540 Ayersville Pleasant Bend Road., Defiance, OH Hanging on wall
2. ASWD Administrator's Office – Under Counter
3. Co. EMA. Office
4. Owner/Operator Residence
5. Highland Township Fire Department
6. Back-up ORC Home
7. ORC's Home
8. Other - An electronic copy will be saved on the computer at the office

Copies are required to be kept at locations identified in numbers 1 through 4.

Owner/Operator Emergency Contact Numbers:

Name: Greg Schafer		Title: Board President
Home:419-395-2396	Office:419-576-7204	Cell: 419-576-7204

Name: Eric Wenzinger WS1-20087068-19		Title: District Manager / ORC
Home:419-789-0383	Office: 419-395-1733	Cell:419-439-3913

Name: Matt Flory WS1-1150574-17		Title: Back-up Operator of Record
Home:	Office: 419-782-7888	Cell: 419-439-6573

IN ABSENCE OF OWNER/OPERATOR

The following person(s) are thoroughly familiar with the emergency plan and are authorized to make necessary repairs to the water system in the absence of the owner.

Name	Address	Office Hours	If No Answer, Call
Heather Baker		8am-4:30pm	419-980-1171
John Lehnert		8am-4:30pm	419-770-0334
Wes Wenner		8am-4:30pm	419-966-1998

The following person(s) are thoroughly familiar with the plan and are available under emergency circumstances:

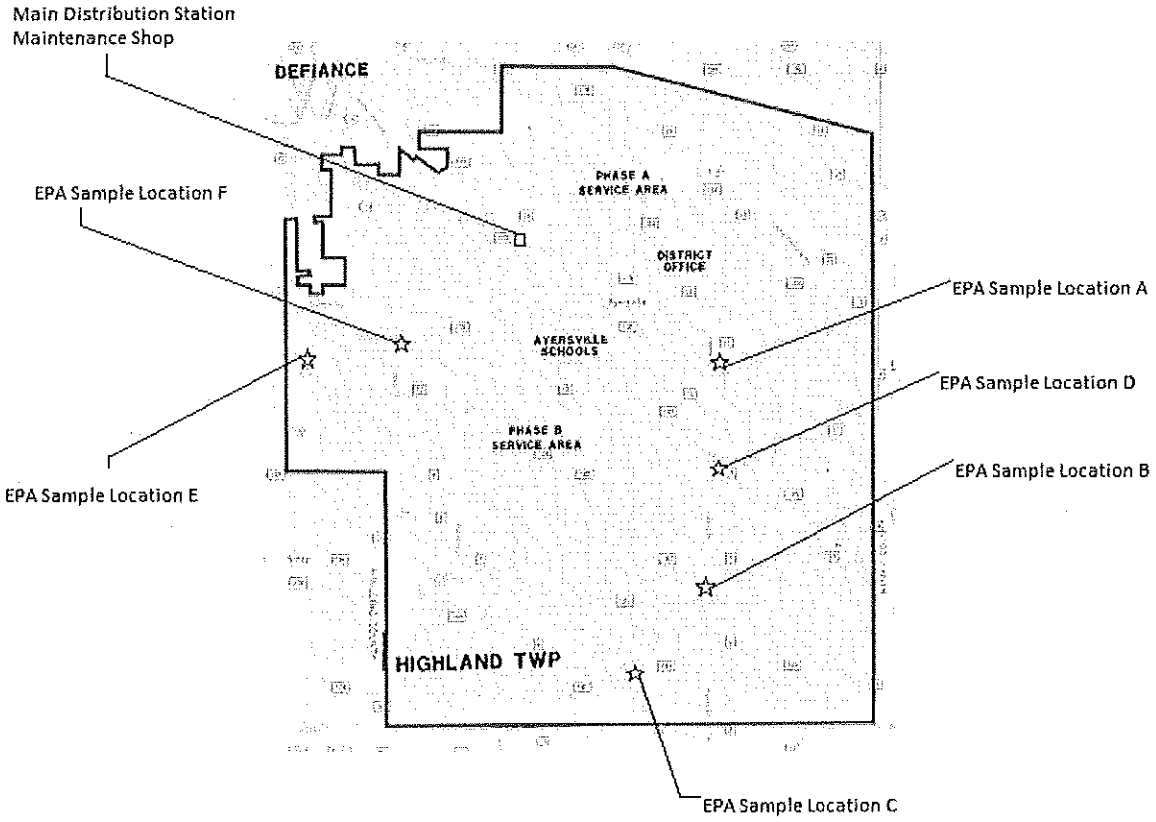
Name	Address	Office Hours	If No Answer, Call
Matt Flory	Back up Operator of Record	7:30am-4pm	419-439-6573
Mike Miles	Contractor/Excavator/Repairs	On_call	419-7837443
Joe Ewers	Assistant Superintendent Defiance Water Plant	7:30am-4pm	419-438-6101

MAP OF DISTRIBUTION SYSTEM

Distribution map(s) located in **Appendix W.**

MAP OF WATER SOURCE(S)

Provide your water source(s) maps here. Include all wells, intakes, and location(s) of any emergency connections, as applicable.



STATEMENT OF BUDGET

Contingency Budget

FUNDING LEVELS

Our Contingency Budget Policy establishes that a minimum amount of unrestricted cash and investments equal between two and three percent of the total annual operating budgets. The Board expects for unexpected and extraordinary events to happen during the year which require additional expenditures. The strategy is to plan for such contingencies in advance; and, the contingency budget is funded accordingly. This financing strategy for the 2018 Contingency Budget includes $16,000 for the water account(s) and $23,000 for the sewer account(s).

CONTINGENCY POLICY

I. Purpose

The Contingency Budget Policy is intended to provide guidelines for budgeting and throughout the year, to ensure that sufficient financial resources are maintained for unanticipated expenditures or revenue shortfalls. It is also intended to preserve flexibility throughout the fiscal year to make adjustments in funding for programs approved in connection with the annual budget. This policy should maintain a long-term perspective, recognizing that stated thresholds are considered minimum balances. The primary objective of establishing and maintaining this policy is for the District to be in a strong financial position that will allow for better position to weather negative economic trends.

II. Approach

These unrestricted funds are available for the ongoing operation of the District and are subject to the limitations defined by this policy. Contingency represents dollars appropriated in the annual budget that are set aside for unanticipated or undefined costs incurred in the year. The level of contingency approved annually in the budget should be an amount sufficient to cover possible expenditure variations during the fiscal year. With Board approval, contingency can be used during the year to cover these requirements. Contingency funds are one-time only resources: once they are depleted, there is not a continuing revenue source to replenish them. Costs such as self-insured claims capital investments and asset replacement, and unanticipated or higher than anticipated expenses, and unexpected declines in revenue all may be covered by the contingency budget each year.

The contingency fund may be used only for nonrecurring or unforeseen needs that arise during the fiscal year, including expenses associated with natural disasters, unexpected liability, public safety, health needs, requirements that have been identified after the budget process has occurred, and opportunities to achieve cost savings.

SHORT TERM POWER FAILURE
(less than 2 hours)

Provide a description of the procedure your facility will use for responding to a short term power failure.

☐ 1. Contact the power company using the phone number(s) found in **Appendix A**. Get an estimate when power will be restored.

☐ 2. If possible, use emergency power generating equipment to restore power. The procedure for implementing auxiliary power can be found in **Appendix T**.

☐ 3. If the time estimate for power restoration is such that depressurization may occur, then do the following:

- ☐ a. Contact critical water users in **Appendix B.**
- ☐ b. Contact emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**. Notify them of the situation.
- ☐ c. Notify the public in the affected area using the water advisory found in **Appendix L.**
- ☐ d. If depressurization is expected to occur, follow depressurization policy found on **Page 32.**
- ☐ e. If consecutive systems are expected to be impacted by the depressurization then notify them using the number(s) found in **Appendix V**.
- ☐ f. If manual operation of any portion of the plant is necessary refer to **Appendix S**.
- ☐ g. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

LONG TERM POWER FAILURE
(2 hours or more)

Provide a description of the procedure your facility will use for responding to a long-term power failure.

☐ 1. Contact the power company using the phone number(s) found in **Appendix A**. Get an estimate when power will be restored.

☐ 2. If possible, use emergency power generating equipment to restore power. The procedure for implementing auxiliary power can be found in **Appendix T**.

☐ 3. If the time estimate for power restoration is such that depressurization may occur, then do the following:

- ☐ a. Contact critical water users in **Appendix B.**
- ☐ b. Contact emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**. Notify them of the situation.
- ☐ c. Notify the public in the affected area using the water advisory found in **Appendix L.**
- ☐ d. If depressurization is expected to occur, follow depressurization policy found on **Page 32**.
- ☐ e. If consecutive systems are expected to be impacted by the depressurization then notify them using the number(s) found in **Appendix V**.
- ☐ f. If manual operation of any portion of the plant is necessary refer to **Appendix S**.
- ☐ g. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

PUMP OR MOTOR FAILURE

Provide a description of the procedure your facility will use to return the system to normal service in the event of a pump or motor failure. This procedure should include information regarding notification to Ohio EPA, and any other emergency personnel or agencies that are appropriate for the situation.

☐ 1. If a pump or motor failure has been found contact one or all of the following: Electric Power Supplier, Electricians, Plant Mechanical Contractors found in **Appendix A.**

☐ 3. If the time estimate for pump/motor restoration is such that depressurization may occur, then do the following:

- ☐ a. Contact critical water users in **Appendix B.**
- ☐ b. Contact emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**. Notify them of the situation.
- ☐ c. Notify the public in the affected area using the water advisory found in **Appendix L.**
- ☐ d. If depressurization is expected to occur, follow depressurization policy found on **Page 32.**
- ☐ e. If consecutive systems are expected to be impacted by the depressurization then notify them using the number(s) found in **Appendix V.**
- ☐ f. If manual operation of any portion of the plant is necessary refer to **Appendix S.**
- ☐ g. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U.** Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

LOSS OF WATER SOURCE

Provide a description of the procedure your facility will use for responding to a loss of water source.

☐ 1. In the event of source failure:

- ☐ a. Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
- ☐ b. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
- ☐ c. If consecutive systems are expected to be affected, notify them immediately using the information found in **Appendix V**.
- ☐ d. Issue use restrictions for the affected area. Determine the supply capacity relative to existing and potential demand. Notify critical water users of the situation. Provide notice by radio, television, handbill, or continuous posting within 72 hours. See the community water needs chart for additional information.

☐ 2. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

LINE BREAKS THAT DISRUPT DELIVERY OR TREATMENT

Below is the procedure to use to return the system to normal service.

1. Contact District Manager, Operator of Record or Field Operator listed on **Page 14.**
2. If Operator is absent refer to absent list on **Page 14**
3. List of approved Contractors, Suppliers/Parts & Certified Labs on **Appendix A, C & D**
4. Emergency Expenditure Procedures in **Appendix E**
5. If water line depressurization is expected for an extended period of time refer to and follow **Appendix U.**
6. Main Break Evaluation Form & Repair Check-list found in **Appendix X**
7. Disinfecting procedures **Appendix F.**
8. All records including pictures, measurements list of parts used will be filed by address in Managers office.

NATURAL DISASTERS

Provide a description of the procedure your facility will use for responding to a natural disaster that has affected the treatment or delivery of water.

☐ 1. In the event of a natural disaster:

- ☐ a. Contact critical water users in **Appendix B** and notify them of the situation.
- ☐ b. Immediately contact the Ohio EPA, Ohio EMA, and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
- ☐ c. If consecutive systems are expected to be affected, notify them immediately using the information found in **Appendix V**.

☐ 2. Determine the extent of the damage. Is there power? Is there infrastructure damage? Is there a risk of bacteriological or other contamination?

- ☐ a. If a power outage has occurred, refer to the "Power Outage" procedure on **Page 9.**
- ☐ b. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**.
- ☐ c. If an inorganic/organic contamination has occurred, refer to the procedure on **Page 16**.
- ☐ d. If the operator of record (ORC) can't be contacted, refer to the "Unplanned Absence of Operator" procedure on **Page 15.**

☐ 3. Refer to the alternate water source procedure found on **Page 28**.

UNPLANNED ABSENCE OF OPERATOR

Owner/Operator Emergency Contact Numbers:

Name:Eric Wenzinger WS1-20087068-19		Title:District Manager/ORC
Home:419-789-0383	Office:419-395-1733	Cell:419-439-3913

Name: Matt Flory WS1-1150574-17		Title: Back up Operator of Record
Home:419-439-6573	Office: 419-782-7888	Cell: 419-439-6573

Name:Greg Schafer		Title:Board President
Home:419-395-2396	Office:419-576-7204	Cell:419-576-7204

Name:Mike Miles		Title: Contractor/Repairs
Home:	Office:	Cell:419-783-7443

Name:City of Defiance		Title: Water Distribution
Home:NA	Office:419-782-5687	Cell:419-782-5687

Name:City of Defiance		Title: Water Pollution Control
Home:NA	Office:419-782-0841	Cell:419-782-0841

Name:EJ Prescott		Title: Emergency Repairs
Home:NA	Office:1-800-933-8844	Cell:419-204-7608

If it is determined that the absence is going to be more than 30 days, contact the Ohio EPA using the number(s) found in **Appendix A**.

CONTAMINATION OF WATER
Inorganic/Organic Contamination

☐ 1. Attempt to determine the specific chemical which has caused the contamination and its hazard classification. There are four broad classifications of contamination as follows:

HAZARD TYPE	DESCRIPTION
Pollution Hazard	A condition through which an aesthetically objectionable or degrading material **NOT** dangerous to health may enter the public water system or a consumer's potable water system (for example - a food grade product)
System Hazard	A condition, device, or practice posing an actual or potential threat of damage to the physical properties of the public water system or a consumer's potable water system **but will not** cause an adverse health effect (for example - an inert material that may clog the water line but not cause illness if ingested)
Health Hazard	Any condition, device, or practice in a water supply system or its operation that creates, or **may create a danger to the health and well- being** of consumer. **(For example, a fluoride overfeed that results in a concentration greater than 10 mg/L in the PWS)**
Severe Hazard	**Any health hazard that could reasonably be expected to result in significant morbidity or death** (for example - the contamination of a water system with a large amount of pesticide)

If the degree of hazard cannot be determined, assume the situation presents a ***severe hazard.***

☐ 2. Determine the following information:

- Who made the first observation? What is their phone number and location?
- When did it happen?
- What is it? What are its qualities - color/taste/smell? Is an MSDS sheet available?

- How much of it entered the water system?
- Where did it enter the water system?
- Where is it now? Is it isolated to one area or is it wide spread? What area and population are affected?
- Can it be isolated?
- Can depressurization and/or flushing of the affected area be done quickly and without serious consequences?

☐ 3. If the contamination is classified as either a ***health hazard*** or a ***severe health hazard*** do the following:

☐ a. Issue a no-use water advisory immediately (see **Appendix P).** A boil advisory will not be adequate for most chemical contamination – Boiling the water may only serve to concentrate the contaminant.

☐ b. If the contaminant could cause serious illness or death, can you isolate the water supply from users? (See **Appendix K**)

☐ 4. If a water advisory will be issued, contact the critical water users listed in **Appendix B** and notify them of the situation.

☐ 5. Notify emergency personnel and agencies (i.e. fire dept., EMS, Ohio EPA, etc.) using the phone number(s) found in **Appendix A**.

☐ 6. Immediate notify consecutive water systems listed in **Appendix V.**

☐ 7. If possible, determine the cause and source of the contamination – eliminate the source. Consider the possibility that the cause may be due to a cross connection, backflow, or back siphonage.

☐ 8. Begin flushing the distribution system to eliminate the contaminant from the public water supply.

NOTES:

CONTAMINATION OF WATER
(Bacteriological)

☐ 1. If only a routine sample has been determined as total coliform positive and no repeat samples have yet been taken, follow the procedure found in **Appendix J.**

☐ 2. If an E Coli MCL violation has occurred, issue the "BOIL ADVISORY" (see **Appendix L**) and public notice (**Appendix M**) and do the following:

- ☐ a. Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
- ☐ b. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
- ☐ c. Divide the distribution system into sections. Begin E. Coli sampling in each section and at the plant tap to determine the extent and cause of the contamination. (NOTE: The best locations are those indicated in the "Bacteriological Sample Siting Plan" or in **Appendix R**.)
- ☐ d. If it is determined that the contamination could affect consecutive water systems, notify them of the situation immediately using the number(s) found in **Appendix V**.

☐ 3. Ensure that at least a 0.2 mg/l free chlorine residual is maintained in all parts of the distribution system. If the free chlorine residual falls below 0.2 mg/l, increase the chlorine dosage immediately. Dosing the storage tanks, as needed, will quickly increase the chlorine residual to 0.2 mg/l. Please note Ohio EPA may require a public water system to maintain a minimum chlorine residual of at least one milligram per liter free chlorine, or six milligrams per liter combined chlorine measured at representative points throughout the distribution system, despite possible resulting tastes or odors in the delivered water.

☐ 4. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

NOTES:

CONTAMINATION OF WATER
(Suspected Tampering)

Tampering with may range from the simple defacement of property to the introduction of biological or chemical agents into the water supply. These actions can be divided into several general categories:

Action	Description
Vandalism	Actions that cause physical damage to property and structures, such as cutting fences to gain access to secure areas, breaking windows, and damaging or removing locks from doors or wells.
Malicious Action	Actions that, intentional or not, introduce or threaten to introduce foreign substances into a portion of the treatment or distribution system or cause damage to a portion of the public water systems infrastructure. These acts range from pranks that "go too far" (adding food coloring to a storage tank) to actions intended to cause a disruption to the public water supply or the introduction of toxic substances into the distribution system.
Terrorism	Intentional actions introduce or threaten to introduce foreign substances into a portion of the treatment or distribution system or cause damage to a portion of the public water systems infrastructure. These acts are meant to cause harm to individuals and cause unease or panic in the general public.

PROCEDURE

☐ 1. Immediately take the following actions:

☐ a. Treat the area as a crime scene. Minimize disturbance of the area in order to preserve physical evidence, which can include fingerprints, tire tracks, tool marks, dropped materials, or tools. Document the observed conditions, with photographs and video if possible, taking care to note anything that is out of the ordinary.

☐ b. Contact the law enforcement agency listed in **Appendix A**. Work with local law enforcement personnel to determine if the tampering was the result of vandalism, a malicious action, terrorism, or had some other cause.

☐ c. Isolate the affected portion of the system.

☐ d. If the extent of the contamination can't be identified, contact any consecutive water systems found in **Appendix V**. Notify them of the situation.

☐ e. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.

☐ 2. Complete the following activities as soon as possible:

☐ a. If there is evidence of contamination, perform a physical check on the system and its structural integrity (check storage tanks for foreign objects, look for open hydrants, etc.).

☐ b. Contact the laboratories listed in **Appendix D** to determine if they are capable of analyzing for and identifying unknown substances.

☐ c. If it is determined that the tampering resulted in the probable introduction of chemical or biological contaminants into the storage tank, proper precautions must be taken during sampling to prevent exposure to the contaminant and/or daughter products.

☐ d. With the consent of law enforcement, begin to repair/secure all points of entry and other physical damage to structures.

☐ e. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

NOTES:

CONTAMINATION OF WATER
(Backflow/Cross Connection)

Provide a description of the procedure your facility will use for responding to backflow/cross connection that has caused water contamination.

☐ 1. Isolate suspected facility/source of the backflow connection.

☐ 2. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.

☐ 3. Sample to determine if the system has become contaminated.

☐ 4. Attempt to determine the degree of health hazard based on the four broad classifications of contamination found in the Inorganic/Organic Contamination procedure.

☐ 5. Refer to the appropriate procedure(s) (Inorganic/Organic Contamination, Bacteriological Contamination, Total Coliform Positive Sample Procedure) based on the results of the sample analysis.

ALE OR MCL EXCEEDANCES

Provide a description of the procedure your facility will use for responding to an ALE or MCL Violation.

☐ 1. Contact critical water users in **Appendix B** and notify them of the situation

☐ 2. Immediately contact the Ohio EPA, Ohio EMA, and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.

☐ 3. If consecutive systems are expected to be affected, notify them immediately using the information found in **Appendix V**.

☐ 4. Follow the appropriate sampling procedure for the identified MCL.

  ☐ a. Sampling sites can be found in **Appendix R**.

☐ 5. Issue the proper public notice found in **Appendix L – Appendix P**.

☐ 6. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure in **Appendix U**. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

VIOLATION OF TREATMENT TECHNIQUE

Provide a description of the procedure your facility will use for responding to a treatment technique violation. This procedure should include information regarding notification to Ohio EPA, and any other emergency personnel or agencies that are appropriate for the situation.

NA

Ayersville Water & Sewer District Does Not Treat Water

OTHER
(Example: Distribution System Storage Failure)

☐ 1. Isolate or remove the storage unit from the system.

☐ 2. After the distribution system storage unit has been removed from service either:

- ☐ a. Haul water using the approved haulers found in **Appendix A or Appendix U.**
- ☐ b. Pump the source continuously with pressure relief.
- ☐ c. Bring in an NSF-approved temporary storage tank with approval of Ohio EPA.
- ☐ d. Begin to initiate the provision of alternative water sources in accordance with **Appendix U.**

☐ 3. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.

☐ 4. After repairs have been made, bring the distribution system storage unit online in accordance with AWWA C652.

SAMPLING POINTS AND WHEN TO USE THEM

Provide a description of the procedure your facility will use for selecting sampling points, and the appropriate times to use them. It is important to also identify a procedure for selecting sample points with 24/7 accessibility. A map of your sampling points should be placed in **appendix R**.

Part a) Sampling location should be selected based upon the specific information to be obtained.

Part b) Unless you are sampling an effluent or evaluating a mixing zone, the sampling location should be far enough upstream or downstream of confluences or point sources so that the stream and effluent is well mixed. Natural turbulence can be used to provide a good mixture.

Part c) Samples should be collected at a location where the velocity is sufficient to prevent deposition of solids, and to the extent practical, should be in straight reach having uniform flow. All flow in the reach should be represented, so divided flow areas should be avoided and samples should be taken towards the middle of the reach where feasible.

Part d) Sampler must always stand downstream of the collection vessel, and sample "into the current". Care must be taken to avoid introducing re-suspended sediment into the sample.

TESTING MANUAL PLANT OPERATION

Provide a description of the procedure your facility will use for testing the manual operation of the water plant. This procedure should include information on the schedule for testing various portions of the plant, and how records will be kept.

OAC Rule 3745-85-01 (D)(5) requires: "Public water systems that use automation to monitor or control the systems shall include plans to manually operate the public water system in the event of loss of automation. A portion of these plans shall be exercised monthly in such a way as to not jeopardize the system, and to the extent possible, different sections of the plan should be exercised each month. Documentation of the exercises shall be included in the public water system's operation and maintenance records."

NA

Ayersville Water & Sewer District only participates in the distribution of water **"No water plant is present."**

TESTING AUXILIARY POWER

Provide a description of the procedure your facility will use for testing the auxiliary power for the water plant. This should include a schedule of when back-up power will be tested, and how records will be kept.

OAC Rule 3745-85-01 (D)(6) requires: "Public water systems that have auxiliary power shall include plans to operate the public water system on auxiliary power in the event of a loss of power. A portion of these plans shall be exercised monthly in such a way as to not jeopardize the system, and to the extent possible, different sections of the plan should be exercised each month. Documentation of the exercises shall be included in the public water system's operation and maintenance records."

No auxiliary power source present.

ALTERNATE WATER SOURCES

Provide a description of the procedure your facility will use to provide water from alternative sources when necessary. The alternate water sources, independently or as whole, must provide a minimum of 1 gallon per person per day to support drinking water needs. This description should also include the process used to obtain and transport water. Three or more alternate sources should be identified, as well as the disinfection treatment method if applicable. If water can't be produced or distributed within 24 hours, provide water using the alternate water source procedure. Please note depending on circumstances Ohio EPA may strongly encourage the provision of water in less than 24 hours.

OAC Rule 3745-85-01 (D)(7) requires: "A description of the process that the public water system will use to provide water from an alternate source. The description shall include the following: (a) The process that will be used to obtain and transport water from the alternate source. (b) Three or more possible alternate sources of water. (c) A description of the source, which may include an interconnection to another public water system and the method of disinfection that will be used for each source."

OAC Rule 3745-85-01(D)(7) also states: "Sources selected shall independently or as a whole supply water of sufficient quality and quantity to support the drinking water needs (a minimum of one gallon per person per day) for all of the public water system's customers in the event of an emergency."

OAC Rule 3745-85-01(D)(8) requires: A description of a process for the provision of water to support the drinking water needs (a minimum of one gallon per person per day) of affected persons within twenty-four hours of an incident where the public water system is not capable of providing water through its distribution system."

Alternate Water Supplies
- Interconnections
- Temporary Water Lines
- Filling Stations
- Water Haulers
- Bottled Water
- Points of Distribution

– Outside assistance
– Health Departments
– Defiance County Emergency Management & Homeland Security

A list of Alternate Water Suppliers can be found in **Appendix U**

DETERMINING CRITICAL USERS

Provide a description of the procedure your facility will use to determine the critical users in your water system. A list of critical users such as: hospitals, nursing homes, dialysis centers, homebound individuals, or sensitive populations that need a continuous supply of water. PWS's may need to work with the local health department to identify consumers with special needs.

1. In the event of an emergency inform **Mercy Defiance Hospital 419-782-8444**

2. A voluntarily survey is sent to all residence annually to determine and identify critical users in the district. A copy of this letter can be found in **Appendix B**

3. A list of critical user is located in **Appendix B**

CONSECUTIVE SYSTEMS

Provide a description of the procedure your facility will use for notifying and utilizing consecutive systems.

No Consecutive System Present.

WATER USER NOTIFICATIONS

Provide a description of the procedure your facility will use for public notifications, and how records will be kept.

	Required DistributionTime	Notification Delivery Method
Tier 1 (Immediate Notice)	Any time a situation occurs where there is the potential for human health to be immediately impacted, water suppliers have 24 hours to notify people who may drink the water about the situation.	Water suppliers must use media outlets such as television, radio, and newspapers, post their notice in public places, personally deliver a notice to their customers, or an alternative method approved by the primacy agency.
Tier 2 (Notice as soon as possible)	Any time a water system provides water with levels of a contaminant that exceed EPA or state standards or that hasn't been treated properly, but that doesn't pose an immediate risk to human health, the water system must notify its customers as soon as possible, but within **30 days** of the violation.	Notice may be provided via the media, posting, or through the mail.
Tier 3 (Annual Notice)	When water systems violate a drinking water standard that does not have a direct impact on human health (for example, failing to take a required sample on time) the water supplier has up to a year to provide a notice of this situation to its customers.	Tier 3 PN must be delivered the same way as Tier 2 PN. The extra time gives water suppliers the opportunity to consolidate these notices and send them with Annual Water Quality Reports (Consumer Confidence Reports).

DEPRESSURIZATION POLICY

Provide a description for the procedure your facility will use to return the system to normal operation. Also include how the public will be notified, how alternate water will be provided, how samples will be taken, and where samples will be sent.

☐ 1. In the event of depressurization due to water main breaks or other physical disruptions in the integrity of a water system, the system should be considered *E. coli* positive (unsafe) and the system must be sampled for total coliform bacteria.

- ☐ a. Contact critical water users in **Appendix B** and notify them of the situation and the necessity to boil their water.
- ☐ b. Immediately contact the Ohio EPA and any other emergency personnel or agencies that are appropriate for the situation using the phone number(s) found in **Appendix A**.
- ☐ c. If the depressurization is expected to affect consecutive water systems then contact them immediately using the number(s) found in **Appendix V**. Notify them of the situation.
- ☐ d. Issue a water use/boil advisory for the affected area. Provide notice by radio, television, handbill, or continuous posting within 72 hours. (See **Appendix L**).

☐ 2. Contact the work personnel, city officials, and contractors using the phone number(s) found in **Appendix A** needed to proceed with repairing the break.

☐ 3. Institute any water conservation measures deemed necessary.

☐ 4. If depressurization is the result of a break, isolate the area. Keep the isolated area as small as possible. A map of valve and water main locations are found on **Page 6.** Make an inventory of the parts necessary to repair the break. Obtain the parts as necessary using the Supplier and Parts list found in **Appendix C.**

☐ 5. Take the necessary measures to restore pressure as soon as possible. Repairs must be made in accordance with AWWA C651-92 Section 10.

☐ 6. Disinfect the system according to recommended procedures for line breaks or physical disruption of the integrity of the system.

☐ 7. Sample for bacterial contamination. Obtain at least one set of samples that are total coliform negative before the boil advisory is lifted. Mark the sample SPECIAL PURPOSE.

☐ 8. If any sample in the initial set is coliform positive, the boil advisory will remain in place until two consecutive sets of samples are coliform negative.

☐ 9. Submit a report of the incident to Ohio EPA's District Office. Include a copy of the sample results and any pertinent notifications with the report.

NOTES:

CONTINGENCY PLAN EXERCISES AND RECORDS

Each circumstance will be exercised (minimum of once every five years) Records will be kept with the employees who participated in their employee training file.

OAC Rule 3745-85-01 (E)(1) requires;

At least annually, public water systems shall exercise the responses to one or more of the circumstances identified in the plan. The exercise may be discussion-based, tabletop or live. Exercises do not need to be conducted outside of normal business operations. Each circumstance identified by the plan shall be included in an exercise at least once every five years. An exercise may include more than one of the circumstances identified by the plan.

OAC Rule 3745-85-01 (E)(2) requires;

Community public water systems shall consult with the county EMA regarding participation in a hazardous spill exercise.

OAC Rule 3745-85-01 (E)(3) requires;

Documentation of exercise participation shall be maintained at the public water system and made available upon request. Documentation shall include information regarding the topic of the exercise, outcomes of the exercise and a discussion of items that went well and improvements that are needed.

CONTINGENCY PLAN REVISION

The contingency plan will be reviewed, at minimum, at least once annually, and after any circumstance that triggers the activation of the contingency plan. Contact information will also be reviewed when updates are made.

OAC Rule 3745-85-01 (G) requires;

(1) Follow the contingency plan to the extent the circumstances allow.
(2) Notify Ohio EPA immediately, but no later than twenty-four hours from the beginning of the situation requiring activation of the contingency plan.
(3) Develop and maintain a written after-action report that includes an assessment of the plan's effectiveness and any changes that have been or should be made to the plan as a result of the assessment. In the event of frequently occurring incidents, this report may be as simple as a short statement indicating that the plan was used, was effective and no changes are necessary at this time.

OAC Rules 3745-85-01 (H) states;

Contingency plans submitted in accordance with paragraphs (A) and (B) of this rule are not public records in accordance with section 149.433 of the Revised Code.

APPENDIX A

EPA MUST BE NOTIFIED WITH-IN 30 MIN OF INITIATING CONTINGENCY PLAN

24-Hour Phone Numbers

Organization	Day-Time Phone	If No Answer	After Hours
Ohio EPA District Office	419-352-8461	1-800-282-9378	1-800-282-9378
Ohio EPA Emergency Response	1-800-282-9378	1-800-282-9378	1-800-282-9378
Police	419-784-1155	419-784-1155	419-784-1155
Fire Department	419-395-1133	419-782-2666	419-395-2211
County EMA Director	419-782-1130	419-782-1191	419-782-1191
All Water Supply Personnel	419-439-3913	419-782-1886	419-782-1886
Administrative Personnel	419-395-1733	419-439-3913	419-439-3913
Contractors for Line Breaks	419-782-1886	419-783-7443	419-769-2290
Electric Power Supplier	1-800-447-3333	419-399-3691	1-888-544-4877
Electricians	419-395-2579	419-863-2297	419-576-0120
Well Drilling and Pump Service Contractors	419-596-3877	419-399-3804	419-399-3804
Plant Mechanical Contractors	419-782-1886	419-782-1886	419-782-1886
Equipment and Chemical Suppliers	614-777-9240	614-777-9240	614-777-9240
Hospitals	419-783-6955	419-782-8444	419-783-6955
OEPA Certified Laboratories	419-782-1886	800-436-1243	419-782-1886
Local Health Districts	419-784-3818	419-784-3818	419-784-3818
Expenditure Authorization	419-576-7204	419-789-0383	419-439-3913
OHWARN	419-682-4916	419-332-2032	330-335-2832

MATERIALS
(Repair Clamps, Valves & Fittings, Feeders, etc.)

Item	Supplier	Address	Day-Time Phone	If No Answer, Call
All Emergency Items	E.J. Prescott	1508 Findlay Rd. Lima, OH 45801	1-800-933-8844	419-204-7608
Fittings and General Parts	McDonald Supply	1050 Atlantic St. Defiance, OH 43512	419-782-9955	419-782-9955
Fittings and General Parts	Perrysburg Pipe & Supply	26900 Eckel Rd. Perrysburg, OH 43551	419-874-7989	419-874-7989
Fittings and General Parts	Village of Continental	508 Elm St. Continental,OH 45831	419-596-3206	419-596-3206
Fittings, General Parts & Assistance	City of Defiance Water Distribution Water Pollution Control Water Treatment Plant	631 Perry St. Defiance,OH 43512	419-782-5689 419-782-7886 419-782-1886	419-782-5689 419-782-7886 419-782-1886

CHEMICALS
(Chlorine, Calcium Hypochlorite, etc.)

Company	Day-Time Phone	If No Answer, Call	After Hours
Bonded Chemicals	614-777-9240	614-777-9240	614-777-9240
City of Defiance Water Treatment Plant	419-782-1886	419-782-1886	419-782-1886

LOCAL CONTRACTORS FOR EQUIPMENT & SUPPORT

Company	Day-Time Phone	If No Answer, Call	After Hours
Resurrection Excavating	419-783-7443	419-395-2404	419-783-7443
Insight Boring	260-740-9704	260-740-9704	260-740-9704
Sines Excavating	419-658-2030	419-769-2290	419-769-2290
City of Defiance Water Treatment Plant	419-782-1886	419-782-1886	419-782-1886
City of Defiance Water Pollution Control	419-782-0841	419-782-0841	419-782-0841

APPROVED WATER HAULERS

Company	Day-Time Phone	If No Answer, Call	After Hours
South Richland Fire Department	419-782-3811	419-782-3811	419-782-3811
Jewell Fire Department	419-784-2666	419-784-2666	419-784-2666
Auglaize Twp. Fire Dept.	419-393-4144	419-393-4144	419-393-4144

APPENDIX B

Critical User List
Water Users Having a Need for Continuous Water Supply

Organization	Address	Day-Time Phone	If No Answer, Call
Ayersville High School	28046 Watson Rd. Defiance, OH 43512	419-395-1111	419-233-4569
Methodist Church	27728 Ayersville Pleasant Bend Rd. Defiance, OH 43512	419-395-1742	419-395-1742

APPENDIX C

Parts List

Part	Description	Location
All Repair Couplings, Saddles, Valves & Taps	To repair leaking AC, PVC pipes from 2"-10"	Selves in North East Corner of Maintenance Building
All Brass Compression Fittings, Couplers, Corp Stop, Curb Stop, Saddles, Valves,	To fix all brass "non-iron" pipe from 3/4"-3"	In Cubbies on North West side of Maintenance Building
All Cast-Iron Parts & Components	Man-holes, Curb Boxes & Extenders, Lids	South West Side of Shop Yard
All Water Meters & Meter Components	All Meters & Meter Components	Closet of South West Corner of Maintenance Building

APPENDIX D

Approved Laboratory List

Laboratory Name	Address	Phone Numbers
City of Defiance Water Treatment Plant	1441 Quality Drive, Defiance, OH 43512	Phone: 419-782-1886
		Fax:
Alloway Labs	1101 N. Cole St. Lima, OH 45805	Phone:419-223-1362
		Fax:419-227-3792
Industrial Fluid Management	2926 US-6 McClure, OH 43534	Phone:419-748-7438
		Fax:
Masi Environmental Lab	7940 Memorial Dr. Plain City, OH 43064	Phone:614-873-4654
		Fax:
		Phone:
		Fax:
		Phone:
		Fax:
		Phone:
		Fax:
		Phone:
		Fax:
		Phone:
		Fax:

APPENDIX E

Emergency Expenditures

Insert the following information on emergency expenditures:

- This financing strategy for the 2018 Contingency Budget includes $16,000 for the water account(s) and $23,000 for the sewer account(s).

The following personnel can authorize emergency expenditures

Eric Wenzinger	C:419-789-0383
District Manager	Emergency Cell
Operator of Record	419-439-3913

Board Members

Greg Schafer	C: 419-576-7204
President	H: 419-395-2396
Jason Schafer	C: 419-576-7204
Vice President	H: 419-395-2396
Ronda Phillips	H: 419-393-2337
Treasurer	

APPENDIX F

Disinfection Procedures When Cutting into or Repairing Existing Mains (AWWA Standard C651-14 Section 4.11)

When cutting into or repairing existing mains a utility should refer to AWWA Standard C651-14 Section 4.11 in order ensure appropriate disinfection is achieved.

Attach a copy of AWWA Standard C651-14 Section 4.11.

APPENDIX G

Disinfection Procedures for Finished Water Storage Reservoirs (AWWA Standard C652-11)

AWWA Standard C652-11 - Disinfection Procedures for Finished Water Storage Reservoirs

APPENDIX H

Disinfection Procedures for Wells

AWWA Standard C654-13 - Disinfection of Wells

APPENDIX I

Ohio Environmental Protection Agency

Collection of Drinking Water Samples for Total Coliform Bacteria Analysis

The following is the approved procedure for the collection of drinking water samples for analysis of total coliform, as detailed in the methods approved in Ohio Administrative Code rule 3745-81-27. The following procedure should be followed **in detail** to ensure a valid laboratory analysis.

1. Select the sampling tap.
    a. A tap, such as faucet or small valve, is preferable. Do not sample from hoses or drinking water fountains.
    b. Avoid taps with a leak at the stem or taps with a swivel joint.
    c. Aerated or screened nozzles may harbor bacteria. The aerator or screen must be removed before collection of the sample.
    d. Use/install a smooth nosed sample tap.

2. Place all carbon filters, sediment filters and water softeners on bypass unless operated by the public water system.

3. Sanitize the nozzle of the tap with a chlorine solution.
    a. Use a 6% sodium hypochlorite solution, such as household liquid bleach. **Do not use chlorine solutions with special scents**. To prepare a sanitizing solution, add one ounce of bleach to one gallon of water (or 1 tablespoon per half-gallon). Store the mixed solution in a tightly closed screw-capped container. The solution should be discarded and remade 6 months after preparation. Stronger solutions can be used; however, some faucet discoloration may result.
    b. Flush the sample tap to waste for 1 minute. Close the valve.
    c. Apply the sanitizing solution (prepared in step a.) to the nozzle. This can be accomplished by either using a spray bottle or a plastic bag.
        i. Using a spray bottle, saturate the tap opening with sanitizing solution then wait at least 2 minutes before proceeding, or
        ii. Place a bag over the nozzle and hold the top of the bag tightly on the tap. Alternately squeeze and release the bag to flush the solution in and out of the tap. Do this for 2 minutes. A fresh solution and bag must be used to sanitize each tap.

4. Flush the tap. The sample to be collected is intended to be representative of the water in the main. The tap must be opened fully and the water run to waste for at least 3-5 minutes to allow for adequate flushing of the piping between the tap and water main.

5. Reduce the flow from the tap to the width of a pencil to allow the sample bottle to be filled without splashing.

6. Open the sample bottle.
    a. Grasp the bottom of the same bottle.
    b. Remove the cap and hold the exterior of the cap between your fingers while filling the sample bottle. Do not lay the cap down. Take care to not touch the mouth of the sample bottle or the inside of the cap with fingers as the sample could become contaminated.
    c. The sample bottle must be open only during the collection of the sample.

7. Fill the sample bottle.
    a. Do not rinse out the sample bottle before collecting the sample. Do not remove any pills, powder, or liquid from the sample bottle. The sample bottle contains a small amount of sodium thiosulfate to neutralize any chlorine in the water.
    b. Do not touch the rim or mouth of the sample bottle during collection of the sample.
    c. Do not overfill the sample bottle. Fill the sample bottle to within ½" to 1" of the top or to the indicator line on the sample bottle.

8. Immediately recap the sample bottle tightly.

9. If there is any question as to whether a sample has become contaminated during collection, it must be discarded and a new one collected in a new sample bottle.

10. Deliver the sample to the laboratory as soon as possible.

11. Samples should be kept cool after collection and during transport to the laboratory. The laboratory must receive the sample so that analysis can be initiated within 30 hours after collection. Allow the laboratory adequate time to analyze the sample. Certified laboratories will not test samples greater than 30 hours old because the results will be invalid.

<u>Additional information</u>

- A bacteriological sample report form is supplied with each sample bottle. The top half of the form is to be filled out in a legible manner using an indelible pen, rubber stamp, or typewriter. Do not use a fountain pen or other pens having water soluble ink.

- Samples must be collected in sample bottles supplied by the certified laboratory.
- Bacteriological sample report forms that have not been properly completed, including the name of the water system, PWS ID#, address, date and time of collection, sample type and location (specific tap) and signature of collector will not be accepted for bacteriological examination.

APPENDIX J

REPEAT SAMPLING TOTAL COLIFORM POSITIVE

1. **Collect 3 Repeat Samples within 24 Hours, all on the same day.** If a routine sample result is **total coliform positive** you must take repeat samples and ground water systems (categorized as Ground Water Rule Substantial Treatment) must collect a raw source sample within 24 hours of notification. Consecutive ground water systems must notify their supplier to collect the raw source sample.

    a. Measure total chlorine before taking total coliform samples, if required (see Step 2).

    b. Collect a set of 3 repeat samples from the taps designated as repeat locations in your Sample Siting Plan.

    c. Mark each sample as "**REPEAT**". Be sure to include the sample number of the original routine positive sample in the space provided on the Sample Submission Report (SSR).

    d. **Source Water Sample for Ground Water Rule Substantial Treatment Systems.** Collect a raw sample from the well in operation at the time the positive sample was collected. If it is not known which well was in operation, a composite of all wells may be used.

    Mark the raw sample as "**TRIGGERED**". In Street Address/Tap Location, include "**GWR001**". The sample paperwork must also include the originating routine sample number. In the Comments Section, enter the well(s) # sampled.

    Ohio EPA must receive all repeat sample results **no later than the next business day** after the result was obtained. Your system will be required to complete a Level 1 Assessment if Ohio EPA does not receive all repeat sample results as required. The 24 hour deadline **may** be extended on a case-by-case basis.

    e. A public water system is in violation of the maximum contaminant level (MCL) for Escherichia coli (E. coli) when any of the following conditions occur:

        i. The public water system has an E. coli-positive repeat sample following a total coliform-positive routine sample.
        ii. The public water system has a total coliform-positive repeat sample following an E. coli-positive routine sample.

iii. The system fails to collect all required repeat samples following an E. coli-positive routine sample.
iv. The system fails to test for E. coli when any repeat sample is total coliform-positive.

A public water system in violation of the E. coli MCL shall notify the public using Tier 1 notification requirements in accordance with rule 3745-81-32 of the Administrative Code.

2. If any of the repeat samples are total coliform positive, contact your district office representative immediately for additional instructions.

NOTES:

APPENDIX K

Steps to Isolate the Water Supply from Users in the Event of an Emergency

1.Identify problem area
2.Contact Nixle (Fire Station) to contact locale media to inform work being done & inform that part distribution system will be depressurized. Estimate duration service will be down. **(Appendix A)**
3.Contact OEPA Emergency Response & inform that part distribution system will be depressurized. **(Appendix A)**
4.Locate on Map **(Appendix W)**
5.Find Valves in area on **(Appendix Y)**
6.Physically Find Valves in field, open lid with pry bar and close the valve.
7.
8.
9.
10.
11.
12.

APPENDIX L

DRINKING WATER WARNING

Disease-causing organisms may have entered Ayersville Water & Sewer water supply

BOIL YOUR WATER BEFORE USING OR USE BOTTLED WATER

Due to (describe problem, for example: a major line break) _____ _____ organisms that cause illness in people may have entered the water supply. People in (describe the affected area) _____ should take the following precautions:

- **DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST.** Bring all water to a boil, let it boil for at least one minute, and let it cool before using, **or use bottled water**. Boiled or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and food preparation until further notice. Boiling kills bacteria and other organisms in the water.

- Describe symptoms of the waterborne disease. If you experience one or more of these symptoms and they persist, contact your doctor. People with severely compromised immune systems, infants, and some elderly people may be at increased risk. These people should seek advice about drinking water from their health care providers.

The Ayersville Water & Sewer has no evidence at this time that the water system is contaminated. The possibility, however, does exist that the water system is contaminated and is issuing this advisory as a precaution.

What is being done?

We are investigating and taking the necessary steps to correct the problem as soon as possible.

For more information, please contact Eric Wenzinger at (419)395-1733 or 13961 Fruit Ridge Rd. Defiance, OH 43512.

General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1(800) 426-4791.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

APPENDIX M

DRINKING WATER WARNING

Ayersville Water & Sewer water is contaminated with *E. coli*

BOIL YOUR WATER BEFORE USING

E. coli bacteria were found in the water supply on (date)_____. These bacteria can make you sick, and are a particular concern for people with weakened immune systems.

What should I do?

- **DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST.** Bring all water to a boil, let it boil for at least one minute, and let it cool before using, or use bottled water. Boiled or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and food preparation until further notice. Boiling kills bacteria and other organisms in the water.
- *E. coli are bacteria whose presence indicates that the water may be contaminated with human or animal wastes. Human pathogens in these wastes can cause short-term effects, such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a greater health risk for infants, young children, the elderly, and people with severely compromised immune systems.*
- The symptoms above are not caused only by organisms in drinking water. If you experience any of these symptoms and they persist, you may want to seek medical advice. People at increased risk should seek advice about drinking water from their health care providers.

What happened? What is being done?

Bacterial contamination can occur when increased run-off enters the drinking water source (for example, following heavy rains). It also can happen due to a break in the distribution system (pipes) or a failure in the water treatment process. We are investigating and taking the necessary steps to correct the problem as soon as possible.

For more information, please contact Eric Wenzinger at (419)395-1733 or 13961 Fruit Ridge Rd. Defiance, OH 43512.
General guidelines on ways to lessen the risk of infection by microbes are available from the EPA Safe Drinking Water Hotline at 1(800) 426-4791.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

PWSID: OH2000903 Date distributed:_____

APPENDIX N
DRINKING WATER WARNING

Ayersville Water & Sewer water system has high levels of nitrate

DO NOT GIVE THE WATER TO INFANTS UNDER 6 MONTHS OLD OR USE IT TO MAKE INFANT FORMULA OR JUICE

Results from water samples collected on [date] _____ showed nitrate levels of [level]_____ mg/L. This is above the nitrate standard, or maximum contaminant level (MCL), of 10 mg/L. Nitrate in drinking water is a serious health concern for infants less than six months old.

What should I do?

- **DO NOT GIVE THE WATER TO INFANTS.** ***Infants below the age of six months who drink water containing nitrate in excess of the MCL could become seriously ill and, if untreated, may die. Symptoms include shortness of breath and blue baby syndrome.*** Blue baby syndrome is indicated by blueness of the skin. Symptoms in infants can develop rapidly, with health deteriorating over a period of days. If symptoms occur, seek medical attention immediately.

- Formula for children under six months of age should not be prepared with tap water. Instead, use bottled water or other water low in nitrates when preparing infant formula until further notice.

- **DO NOT BOIL THE WATER.** Boiling, freezing, filtering, or letting water stand does not reduce the nitrate level. Excessive boiling can make the nitrates more concentrated, because nitrates remain behind when the water evaporates.

- Adults and children older than six months can drink the tap water (nitrate is a concern for infants because they can't process nitrates in the same way adults can). However, if you are pregnant, nursing or have specific health concerns, you may wish to consult your doctor.

What happened? What is being done?

Nitrate in drinking water can come from natural, industrial, or agricultural sources (including septic systems and run-off). Levels of nitrate in drinking water can vary throughout the year. We are investigating and taking the necessary steps to correct the problem as soon as possible.

For more information, please contact Eric Wenzinger at (419)395-1733 or 13961 Fruit Ridge Rd. Defiance, OH 43512.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

PWSID: OH2000903 STUID:2053836 Date distributed:_____

APPENDIX O

DRINKING WATER WARNING

Ayersville Water & Sewer water is contaminated with both *E. coli* and nitrate

DO NOT DRINK THE WATER

E. Coli bacteria was found in the water supply on [date]_____. These bacteria can make you sick, and are a particular concern for people with weakened immune systems. Additionally, results from water samples collected on [date] showed nitrate levels of [level]_____ mg/L. This is above the nitrate standard, or maximum contaminant level (MCL), of 10 mg/L. Nitrate in drinking water is a serious health concern for infants less than six months old.

What should I do?

- **DO NOT DRINK THE WATER.** *E. coli are bacteria whose presence indicates that the water may be contaminated with human or animal wastes. Microbes in these wastes can cause short-term effects such as diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a special health risk for infants, young children, some of the elderly, and people with severely compromised immune systems.*

- **DO NOT GIVE THE WATER TO INFANTS.** ***Infants below the age of six months who drink water containing nitrate in excess of the MCL could become seriously ill and, if untreated, may die. Symptoms include shortness of breath and blue baby syndrome.*** Blue baby syndrome is indicated by blueness of the skin. Symptoms in infants can develop rapidly, with health deteriorating over a period of days. If symptoms occur, seek medical attention immediately. Formula for children under six months of age should not be prepared with tap water. Instead, use bottled water or other water low in nitrates when preparing infant formula until further notice.

- **DO NOT BOIL THE WATER.** Boiling, freezing, filtering, or letting water stand does not reduce the nitrate level. Excessive boiling can make the nitrates more concentrated, because nitrates remain behind when the water evaporates.

What happened? What is being done?
Bacterial contamination can occur when increased run-off enters the drinking water source (for example, following heavy rains). It also can happen due to a break in the distribution system (pipes) or a failure in the water treatment process. Nitrate in drinking water can come from natural, industrial, or agricultural sources (including septic systems and run-off). Levels of nitrate in drinking water can vary throughout the year. We are investigating and taking the necessary steps to correct the problem as soon as possible.

For more information, please contact Eric Wenzinger at (419)395-1733 or 13961 Fruit Ridge Rd. Defiance, OH 43512.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

PWSID: OH2000903 STUID:2053836 Date distributed:_____

APPENDIX P

DRINKING WATER WARNING

DO NOT USE ANY WATER FOR ANY PURPOSE

Due to (Describe problem, for example: a major line break) _____

_____

People in (Describe the affected area) _____

_____

Should take the following precautions:

- Do not use any water from this water system for any purpose until further notice.
- Bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and food preparation.

What is being done?

We are investigating and taking the necessary steps to correct the problem as soon as possible. (Describe any additional actions)

For more information, please contact Eric Wenzinger at (419)395-1733 or 13961 Fruit Ridge Rd. Defiance, OH 43512.

PWSID: OH2000903 Date distributed:_____

APPENDIX Q

Water Conservation Notices

VOLUNTARY WATER CONSERVATION NOTICE

The Ayersville Water & Sewer **is asking its customers to voluntarily conserve water.**

Water Saving Tips Inside the Home

- Turn the faucet off while brushing your teeth, rinse with a glass of water.
- When shaving, use a sink filled with rinse water.
- Take short showers instead of baths.
- Fill the sink with water to pre-rinse dishes before putting them in the dishwasher.

Water Recycling Tips

- Place a bucket in the shower to catch water that is wasted while you adjust your shower water temperature and recycle this water for plants or other watering uses.
- Other sources of water that can be recycled easily for other watering purposes include:
    - Pet dishes
    - Flower vases
    - Leftover water from cooking or drinking
    - Dehumidifier water

Water Saving Tips Outside the Home

- Use a broom, not a hose, to clean driveways, steps, and sidewalks.
- Wash the car with water from a bucket. If a hose is used, control the flow with an automatic shut off nozzle.
- Water the lawn or garden during the coolest part of the day and avoid windy days.
- Use soaker hoses and trickle irrigation systems to reduce the amount of water used for irrigation.
- Use mulch around shrubs and garden plants to reduce evaporation from the soil surface and cut down on weed growth.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by _____

PWSID: OH2000903 Date distributed:_____

MANDATORY WATER CONSERVATION NOTICE

The Ayersville Water & Sewer **has declared a mandatory water conservation emergency.**

The following water uses are considered nonessential and are prohibited during this emergency.

Prohibited Water Uses

- Watering lawns, gardens, landscaped areas, trees, shrubs and outdoor plants.
- Watering golf courses without a valid Drought Emergency Operations Plan.
- Washing paved surfaces, such as streets, sidewalks, driveways, garages, parking areas, tennis courts and patios.
- Operating water fountains, artificial waterfalls and reflecting pools.
- Washing vehicles.
- Serving water in eating places unless specifically requested by the individual.
- Filling and topping off swimming pools.

Please share this information with all the other people who drink this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

This notice is being sent to you by _____

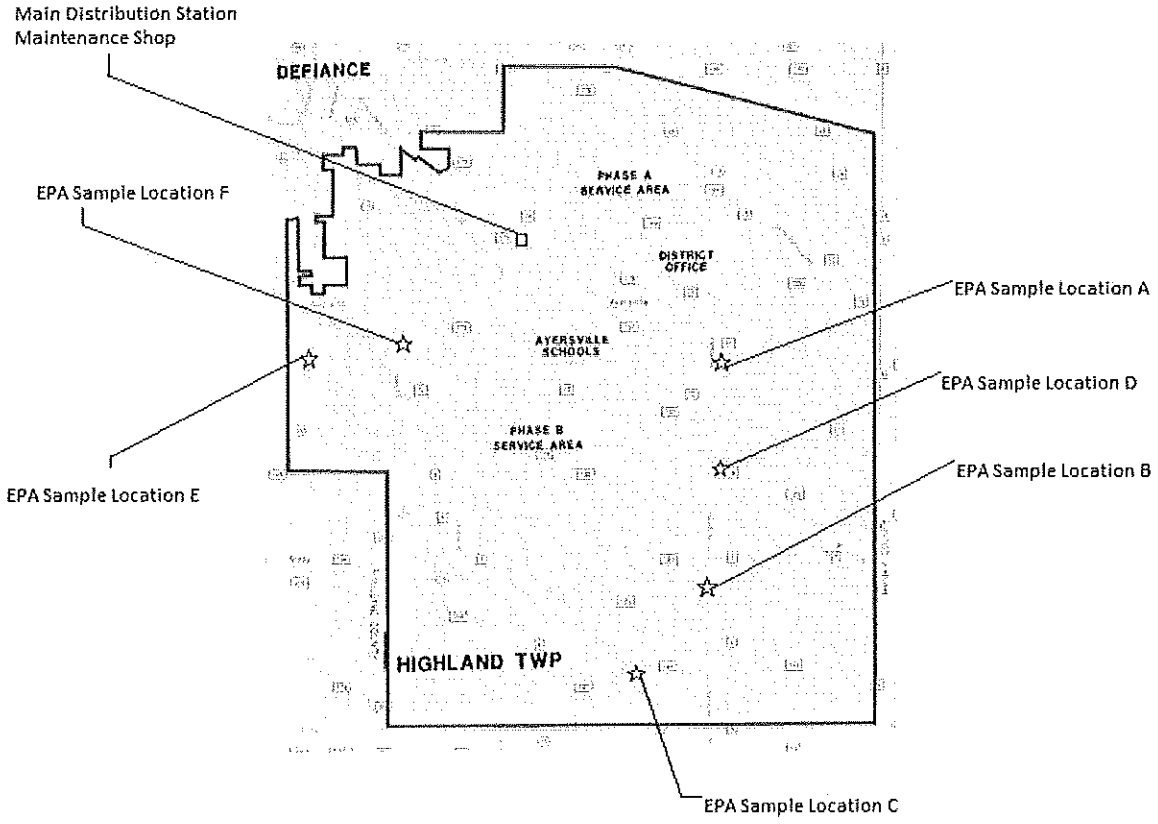
PWSID: OH2000903 Date distributed:_____

APPENDIX R

SAMPLING POINTS MAP

Insert your facility's sampling site map(s) here. It is important to also identify a procedure to select sample points with 24/7 accessibility.

For the revised total coliform rule, sample siting plans are required in accordance with OAC 3745-81-50. Sampling sites are to be representative of the water throughout the distribution system.



APPENDIX S

MANUAL WATER PLANT OPERATION

A description of your facility's standard operating procedure for manually operating your water plant. **NA**

Ayersville Water & Sewer District only participates in the distribution of water **"No water plant is present."**

APPENDIX T

OPERATION ON AUXILIARY POWER

A description of your facility's standard operating procedure for auxiliary power use.

- No auxiliary power source present.

APPENDIX U

ALTERNATE WATER SOURCE PROCEDURE

A description of your facility's standard operating procedure for providing water through alternative sources.

Alternative sources of water can include, but are not limited to:

☐ a. Hauling water using the approved haulers

Company Name	Contact	Day-Time Phone	After Hours
South Richland Fire Dept.	Dispatch	419-782-3811	419-782-3811
Jewell Fire Dept.	Dispatch	419-784-2666	419-784-2666
Auglaize Twp. Fire Dept.	Dispatch	419-393-4144	419-393-4144

☐ b. Activating an existing emergency connection to another public water system or installing a new emergency connection to another public water system with approval of Ohio EPA.

Company Name	Contact	Day-Time Phone	After Hours
City of Defiance Water Treatment Plant	Joe Ewers	419-782-7886	419-782-7886
Village of Continental	Maintenance	419-596-3822	419-596-3822
Village of Paulding	Maintenance	419-399-2976	419-399-2976

☐ c. Providing bottled water for potable use from the following organization(s):

Company Name	Contact	Day-Time Phone	After Hours
Maumee Valley Vending	Sales	419-782-8921	419-782-8921
Water on wheels	Sales	419-786-0053	419-786-0053
Walmart	Sales	419-784-2390	419-784-2390

☐ d. Other:

APPENDIX V

CONSECUTIVE SYSTEMS INFORMATION

System Name	Primary Contact	Day-Time Phone	If No Answer, Call
NA			