

RICHLAND COUNTY EMERGENCY SUPPORT FUNCTION (ESF) 3
PUBLIC WORKS AND ENGINEERING

LEAD COORDINATING AGENCY: Richland County Highway Department; Local Public Works;
Private/Cooperative electric; Natural Gas and
telecommunications

SUPPORT AGENCIES: Richland County Emergency Management; Land Conservation; Richland
County Zoning

STATE COORDINATING AGENCY: Wisconsin Department of Transportation; Wisconsin
Emergency Management

I. INTRODUCTION

A. Purpose

ESF 3 (Public Works and Engineering) describes how Richland County will support local municipalities in the response and recovery phases of a disaster with assessing the damage to infrastructure and buildings; restoring and maintaining essential services; providing technical assistance through resourcing specialized personnel, equipment, and supplies and procuring private sector resources.

B. Scope

County and local governments are responsible for public works and infrastructure, such as water, wastewater, roads and some electrical and have the primary responsibility for incident prevention, preparedness, response, and recovery, including county-wide planning for ESF 3 activities. When activated to respond to an incident, the agencies for ESF 3 develop work priorities in cooperation with the county and local government.

The private sector is responsible for a large proportion of the county's electrical, telecommunications and natural gas infrastructure, and they are the lead for rapid restoration of those infrastructure-related services. They participate in ESF 3 Incident Action Planning and other planning activities as appropriate and warranted.

ESF 3:

1. Coordinates the public works and engineering support activities of Richland County government with county agencies and local governments in anticipation of, response to, and recovery efforts from a disaster.
2. Describes how Richland County coordinates and monitors resources in support of county and local governments in mitigation, preparedness, response, and recovery.

ESF 3 coordinates directly with the following ESFs:

- ESF 1: Evacuation and Transportation Resources
- ESF 2: Communications
- ESF 5: Emergency Management
- ESF 7: Resource Support
- ESF 10: Oil and Hazardous Materials Response
- ESF 12: Energy
- ESF 13: Public Safety and Security
- ESF 14: Recovery and Mitigation

II. POLICIES

A. County and Local

1. Local authorities are responsible for obtaining required permits (e.g. oversize/overweight highway permits), waivers (e.g. solid waste and hazardous waste management) and clearances related to ESF 3 support.

B. Private Sector

1. Appropriate entities of the private sector are integrated into the planning and decision-making processes at all levels of government, but especially at the local jurisdiction level.

III. CONCEPT OF OPERATIONS

A. General

Local government is responsible for ensuring that the infrastructure and buildings in the community are safe for use after a disaster or creating safe conditions through demolitions or repairs. Richland County, through the lead coordinating agency or agencies, will support a county agency or local jurisdiction with public works and engineering needs by drawing, as able, from county, state, federal, and other local government as well as from volunteers and the private sector.

Public works and engineering responders will attempt to identify mitigation opportunities to reduce future disaster damages and make recommendations as appropriate. These responders will provide information on possible mitigation opportunities to the County Emergency Management Director to analyze feasibility and seek funding opportunities.

During the recovery phase, all county agencies are expected to support continuing operations with equipment and staff.

B. Organization

1. During an emergency or disaster situation, Richland County Emergency Management Director will request support agencies of ESF 3 to assign personnel to the Richland County EOC. The assigned personnel will report directly to the EOC Manager.
2. ESF 3 emergency operations will coordinate with the County Emergency Management Director.

C. Procedures

1. The activation of ESF 3 will be managed through Richland County Emergency Operations Center and its standard notification procedures.
2. WEM maintains a 24-hour duty officer system which responds to incidents when notified. Activation of ESF 3 resources will be through the duty officer system unless EOC operations are active.

D. Phases of Operation

1. Mitigation & Preparedness Activities

- a. Train ESF 3 county agency and private sector personnel in disaster response and recovery procedures.
- b. Develop policies and procedures for ESF 3 emergency response and recovery personnel deployment and communications activities.
- c. Maintain liaison with county support agencies and private sector service providers.
- d. Develop and maintain a database of technical assistance services that can provide support during emergencies or disasters, including contact and notification list and procedures, as practical.
- e. Conduct periodic training and exercises and participates in drills and exercises.
- f. Identify, develop and incorporate, as necessary
 - i. Private sector capabilities and resources
 - ii. Backup response and recovery processes

2. Response Activities

- a. Evaluate and task the public works and engineering support requests for the threatened and/or impacted area.
- b. Activate the notification systems to support a deployment of Richland County ESF 3 support agencies and/or Richland County Preliminary Damage Assessment Team, and, if necessary, state IMT resources.
- c. Generate in a timely manner, information to be included in Richland County Emergency Operations Center briefings, situation reports, and/or incident action plans.
- d. Assign and schedule sufficient personnel to cover an activation of the Richland County Emergency Operations Center for an extended period of time.

- e. Maintain appropriate fiscal detail records of work and costs incurred by ESF 3 agencies during an event, especially costs and management details of initial debris management activities.
- f. Evaluate the short-term and long-term recovery period for the event.

E. Recovery Activities

ESF 3 Support includes technical advice and evaluations, engineering services, construction management and inspection, emergency contracting, emergency repair of water and wastewater facilities, provision of potable water, and provision of emergency power. Activities within the scope include:

- 1. Participation in mitigation and preparedness activities.
- 2. Participation in the damage assessment process.
- 3. Emergency clearance of debris to allow for reconnaissance of the damaged areas and passage of emergency personnel and equipment for lifesaving, life protecting, and health and safety purposes during response activities.
- 4. Removal of debris from public streets and roads.
- 5. Removal of animal carcasses (addressed in ESF 11)
- 6. Temporary repair or replacement of emergency access routes. Routes include damaged streets, roads, bridges, ports, waterways, airfields, or any other facilities necessary for passage of rescue personnel.
- 7. Emergency restoration of critical public facilities including temporary restoration of water supply and wastewater treatment systems.
- 8. Emergency demolition or stabilization of damaged structures and facilities.
- 9. Emergency contracting to support public health and safety.
- 10. Technical assistance including structural inspection of private residences, commercial buildings, and structures.
- 11. Assisting in the preparation of internal Preliminary Damage Assessments (PDAs) as required.
- 12. Support other ESFs as requested.

V. RESPONSIBILITIES

A. Lead Coordinating Agency

Richland County Highway Department; Public Infrastructure Entities

- 1. Coordinate the provision of assistance to the local units of government, where mutual aid agreements are in place, with assessing damage to infrastructure and buildings and determine what resources (e.g., specialized personnel, equipment, supplies) are required to restore and maintain essential services (e.g., electricity, fuel, water, sewage disposal, telecommunications.)
- 2. Coordinate with state agencies responsible for ESF 3 to provide the county and the local governments the necessary resources to restore and maintain essential services.
- 3. Support evacuation activities as described under ESF 1.

4. Provide training as requested to local entities regarding the performance of damage assessment and identification of appropriate mitigation measures.
5. Identify and recommend mitigation opportunities that will reduce future disaster damages.
6. Make information available on the services, options, and methods of obtaining assistance (e.g., grants) to those impacted by the disaster.
7. Support efforts regarding debris removal and provide guidance to the local unit of government on locations/transfer sites for debris disposal.

B. Support Agencies (general)

1. Provide technical assistance to local agencies in the areas of:
 - water and air quality,
 - sewage treatment,
 - dam safety,
 - hazardous and solid waste,
 - riverine flood control,
 - private wells,
 - private septic
 - shoreline protection and
 - environmental assessments.
2. Coordinate the inspections, drawdowns, repairs and operational changes of dams and other water-control structures. – [LAND CONSERVATION]
3. Assist local officials with identifying licensed contractors to assist with the installation of replacement storage tanks for flammable and combustible liquids. – [LEPC]
4. Provide staff or lists of private appraisers for the preliminary assessment of damages to buildings and public infrastructure – [EMERGENCY MANAGEMENT]
5. Assist by providing guidance to private individuals and municipalities on how to obtain the necessary environmental waivers and legal clearances for response efforts. – [ZONING]
6. Support efforts for temporary construction of roads and bridges not owned by the State or County. – [HIGHWAY & EMERGENCY MANAGEMENT]
7. Support efforts to protect the water supply and sewage systems. – [ZONING]
8. Support efforts to designate and demolish structures that are determined to be hazardous. – [EMERGENCY MANAGEMENT]

9. Assist with determining the need for and construction of emergency structures (e.g., levees, sandbagging, bridges). – [EMERGENCY MANAGEMENT]
10. Support efforts to provide sanitation services during an emergency. – [EMERGENCY MANAGEMENT]
11. Coordinate with WEM and local governments to utilize private contractors in response, recovery, mitigation, and remediation efforts. – [EMERGENCY MANAGEMENT]
12. Assist local officials with identifying reputable, qualified contractors for clean-up and restoration services. – [EMERGENCY MANAGEMENT]
13. Coordinate county Hazard Mitigation efforts and ensure that the county agencies participate in planning activities and provide information for the County Hazard Mitigation Plan - [EMERGENCY MANAGEMENT]

VI. RESOURCE REQUIREMENTS

ESF 7 maintains information on state and local resources, including ESF 3 resources, as appropriate.

General Resource Requirements for ESF 3:

- Damage Assessment Teams – See appendix 1
- Restoration Teams:
 - Gas Distribution System – WE Energies (natural gas); Northern Natural Gas; private propane companies
 - Communications System – Frontier, Cellular Providers, Telecommunications Cooperatives
 - Electric Power – Electric Cooperatives, Alliant Energy & Dairyland Power
- Specialized Equipment Inventories – Local & Regional Utilities and adjacent County Highway Departments

VII. REFERENCES (located in EOC)

VIII. GLOSSARY/ACRONYMS (in County Basic Plan)

IX. APPENDICES

Appendix 1 – Damage Assessment Team
Appendix 2 – Uniform Disaster Situation Report
Appendix 3 – Municipal UDSR Form

X. ATTACHMENTS

Attachment 1 (Agency Approval Signature Sheet)

Appendix 1 Disaster Assessment Team

RICHLAND COUNTY DAMAGE ASSESSMENT TEAM

The entities listed below may participate in the damage assessment process and provide documentation to the County Emergency Manager so that a UDSR can be filed with Wisconsin Emergency Management.

County Agencies:

- Emergency Management
- Zoning
- Land Conservation
- Highway

Local Contactors

Real Estate agencies

Richland Center Utilities

Richland Electric Cooperative

Municipal Public Works

- Village of Viola
- Village of Lone Rock
- Village of Boaz
- Village of Yuba
- Village of Cazenovia

Township Patrolmen

ARES/RACES

Building Inspectors

**DIVISION OF EMERGENCY MANAGEMENT
WebEOC UNIFORM DISASTER SITUATION REPORT (UDSR)
INSTRUCTIONS FOR COMPLETING FORM**

The WebEOC UDSR board is available to all WebEOC users to view up-to-date information on damage assessment summaries across the state. The information is graphically displayed on a grid to provide a broad overview of the state or a region, and more detailed information is also viewable for each county or tribe. Information from the board is used by Wisconsin Emergency Management to develop situation awareness and to request federal assistance if certain thresholds are met.

This board is used by county and tribal emergency management directors and state agency representatives for providing damage estimates on homes and businesses, and public infrastructure. The board is not incident-specific and may be used during daily operations as well as more complex incidents.

The county emergency management director is responsible for completing the UDSR in WebEOC. This should be done as soon as possible after the occurrence preferably not more than 24 hours after the occurrence. The county director should submit updates of the report, as additional information becomes available. A map/s of the affected area should, if at all possible, be uploaded into the WebEOC incident board under damage assessment. If you have questions with regard to completing the form, contact your Division of Emergency Management regional director or the central office in Madison at 608-242-3232.

PUBLIC SECTOR DAMAGE

CATEGORY A - DEBRIS CLEARANCE. Determine the costs incurred for clearing debris from public roads and streets in order to maintain traffic flow. Also determine costs incurred for removing debris from all other public property to restore public services and protect the public health and safety. Costs for removing public buildings damaged by the disaster that are beyond repair and are a threat to public safety should also be considered, as should costs for removing debris from private property by government forces to protect the public health and safety. Add all Category A costs and enter the sum in the appropriate block.

CATEGORY B - PROTECTIVE MEASURES. Determine the following costs: those incurred for performing emergency flood protection activities, including sandbagging, diking, pumping, and emergency stream clearance; costs incurred for the emergency purchase of safety barricades, signs, and other warning, safety, or traffic control devices; those incurred for emergency search and rescue operations, including extra police and fire personnel needed and overtime pay; costs incurred for emergency security and traffic control including extra police and fire personnel and overtime pay; those incurred for other emergency protective measures taken to protect public health and safety, including warning of further risks and hazards, dissemination of public information on health and safety measures, etc. Add all Category B costs and enter the sum in the appropriate block.

CATEGORY C - ROAD SYSTEMS. Determine the amount of damage to highways, roads, and streets. Include costs of damage to normal right-of-way elements such as culverts, curbs, gutters, public sidewalks, shoulders, embankments, drainage ditches, road or street signs, traffic control signs, street lights, signal lights, etc. Also determine the costs for repairing or replacing damaged bridges. Add all Category C costs and enter the sum in the appropriate block.

CATEGORY D - WATER CONTROL FACILITIES. Determine if costs have been incurred to repair or replace dikes, levees, drainage channels, irrigation works, dams, or other water control facilities. Add all Category D costs and enter the sum in the appropriate block.

CATEGORY E - PUBLIC BUILDINGS AND RELATED EQUIPMENT. Estimate the amount of damage to public buildings. Also estimate the cost of replacing operating supplies and inventory contained in the disaster-damaged buildings. Determine if any publicly owned equipment, such as squad cars or fire trucks, was damaged as a result of the disaster and estimate the cost to repair or replace it. Add all Category E costs and enter the sum in the appropriate block.

CATEGORY F - PUBLIC UTILITY SYSTEMS. Determine if storm and/or sanitary sewer systems have been damaged and estimate the cost of repair or replacement. Also determine if any sewage or water treatment plants, public water systems, or public light/power facilities or utilities have been damaged and estimate the cost of repair or replacement. Add all Category F costs and enter the sum in the appropriate block.

CATEGORY G - OTHER. Estimate the cost of damage incurred to improved areas in municipal parks or recreational facilities (e.g. picnic or camping areas, trails, playgrounds.) Include in this category any other disaster-related costs incurred by local governments that are not already accounted for in any of the above sections. Add all Category G costs and enter the sum in the appropriate block.

Appendix 3 Municipal UDSR Form

**Richland County Emergency Management
Municipal Damage Assessment Summary**

Municipality: _____

Contact Name & Position: _____

Contact Phone # _____

As of (Date / Time): _____

Public Sector Damage by Category:

A. Debris Clearance: *Includes labor, equipment and disposal cost.*

Estimated Cost: _____

B. Protective Measures: *Includes fire and police costs for search and rescue, traffic control, security; sandbagging, building emergency levees; conducting emergency pumping; placing safety barricades and signs; and any other temporary repairs.*

Estimated Cost: _____

C. Road Systems: *(Non-Federal Aid Systems) Repair or replacement of roads, streets, bridges, traffic control facilities, culverts, etc. (curbs, sidewalks, shoulders, embankments, drainage ditches).*

Estimated Repair / Replacement Cost: _____

D. Water Control Facilities: *Repair or replacement of water control facilities such as dikes, dams, drainage channels, etc.*

Estimated Repair / Replacement Cost: _____

E. Public Buildings and Related Equipment:

Estimated Repair / Replacement Cost: _____

F. Public Utility Systems: *Includes storm/sanitary sewers, water sewage treatment, and power.*

Estimated Repair / Replacement Cost: _____

G. Other: *Includes parks, recreational facilities, etc.*

Estimated Repair / Replacement Cost: _____

Report Prepared by: _____

Attachment 1 – Agency Approval Signature Sheet

The undersigned have hereby reviewed and approved the Emergency Support Function 3 of the County Emergency Response Plan.



22 June 2022

County Administrator

Date



6/8/2022

Emergency Management Director


Date



6/1/2022

Highway Commissioner

Date



6/21/2022

Zoning Administrator

Date



6-8-2022

Land Conservation Officer

Date