

FINAL DRAFT

**EMERGENCY ACTION PLAN FOR FLOODING
RICHLAND CENTER, WISCONSIN**

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EMERGENCY ACTION PLAN FOR FLOODING RICHLAND CENTER, WISCONSIN

INTRODUCTION

PURPOSE AND APPLICABILITY

The purpose of this plan is to guide local government's actions in the event of flooding affecting Richland Center, Wisconsin. The guidance in the plan is applicable to all agencies, departments, employees and officials of the City.

SCOPE AND ASSUMPTIONS

This plan is for flooding due to overflow of the Pine River in and near Richland Center due to excessive rainfall. It does not cover flooding due to ice jams or other less common causes.

An unlimited number of different flood situations could occur and it is impractical to have specific plans for all possible eventualities. In order to cover a wide range of possible occurrences, this plan addresses the 100-year level of flooding but includes two levels of evacuation that can be implemented according to the anticipated flood severity. The plan also includes provisions for responding to "fast" and "slow" flooding. In the case of fast flooding, the plan addresses only protection of life. For flooding that occurs more slowly, the plan also includes actions to reduce property damage and other economic losses.

The weather, time of day and other conditions under which the plan may have to be carried out could vary widely. In order to allow conservatively for such variations, planning was based on assumptions generally describing the least favorable conditions. The key assumptions made and the conclusions based on them were:

- Occurrence of the flood on a weekend morning during the early hours before sunrise.
 - Almost all of the affected population to be warned and evacuated are asleep inside buildings with doors and windows closed. The existing siren system is not sufficiently loud to penetrate structures with sound sufficient to waken and warn people and must be supplemented by public address announcements from Police Department vehicles.
 - The local radio station is off the air.
 - Few residents are listening to or watching radio and/or television.
 - Government staffing in the City is at a minimum, limited to one person at the Sheriff's Dispatch Center, one operator at the sewage treatment plant, and two police officers.
- A widespread storm is passing over the area causing heavy rainfall.
 - Thunder, lightning, high winds and rainfall are causing high ambient noise levels.
 - Rainfall is causing local drainage problems with water ponded in low areas and some street flooding.

OVERVIEW OF THE EMERGENCY ACTION PLAN

The emergency action plan is divided into the following four levels:

- Level 1 - No flooding occurring or expected. This is the condition normally in effect. During the Level 1 flood condition, it is the responsibility of the Sheriff's Dispatch Center to provide 24 hour monitoring of NOAA Weather Radio for flood-related messages pertaining to Richland Center and to monitor telephone calls from the automated river stage gages. Once a potential flood emergency is identified by either means, the Sheriff's Dispatch Center notifies the Emergency Government Director and primary responsibility for management of the emergency passes to the Emergency Government Director. Once notified of a possible emergency, it is the responsibility of the Emergency Government Director to declare the change from one level of flood condition to another, to decide whether the expected time before flooding is sufficient to enable efforts to protect property, and to decide the scope of the evacuation necessary.
- Level 2 - Conditions make flooding possible. The National Weather Service has issued a flood watch and/or the automated gages have reported high river levels upstream. This level of flood condition requires action by only the Emergency Government Director.
- Level 3 - Flooding expected ("Slow flood" actions). The National Weather Service has issued a flood warning for flooding expected not sooner than 3 hours and/or the automated gages report river levels upstream high enough to cause flooding. This level of flood condition includes preparatory actions on the part of several departments to prepare for conducting an evacuation and for taking actions to protect public property and assist in protecting private property.
- Level 4 - Flooding imminent or occurring ("Fast flood" actions). The National Weather Service has issued a flood warning for flooding expected to begin within 3 hours and/or conditions indicate flooding is imminent. This level of flood condition includes carrying out evacuation but not actions to protect public or private property.

ORGANIZATION OF THE PLAN

Following this introductory section the remainder of this volume is organized into four main sections detailing the actions and responsibilities for each flood level, followed by appendices providing call lists and other reference materials useful in putting the plan into action.

There is also a companion document to this plan that addresses maintenance of the plan and related public information activities. However, these are not essential to have at hand during a flood emergency and are bound separately to keep this action document as simple and easy to use as possible.

INCIDENT CRITIQUE

A post-flood critique will be held for any incident proceeding to the point of issuing a public warning. The critique will be scheduled by the Mayor and include participation from the following:

- Emergency Government Director
- Sheriff's Department

- Police Department
- Fire Department
- Streets Department
- Utility Department
- Red Cross
- Natural Resources Conservation Service

Following the incident critique, the City will issue a joint Incident Report. The report will describe the event and its effects, evaluate the performance of all parties, and present appropriate recommendations for resolution of identified problems and improvement of performance.

LEVEL 1 - NO FLOODING EXPECTED

OVERVIEW

The objective during the Level 1 flood condition is to recognize any threat of flooding at the earliest possible time. Recognizing flood threats depends on monitoring: a) statements issued by the National Weather Service; and b) stream level gages located at Rockbridge and Allison Park.

RESPONSIBILITIES

Sheriff's Department Dispatch Center

1. Monitor NOAA Weather Radio for statements pertaining to possible flooding affecting Richland Center. Upon receipt of such a message, notify the Emergency Government Director (Appendix A - Call Lists).
2. Monitor telephone calls from automated stream level gages. Upon receipt of a call:
 - a) Notify the Emergency Government Director (Appendix A - Call Lists).
 - b) Dispatch a City or County patrol vehicle to observe the site and confirm that high water exists. Relay the report from the patrol vehicle to the Emergency Government Director (Appendix A - Call Lists).

Emergency Government Director

1. Contact the National Weather Service (Appendix A - Call Lists) to report the stream levels reported by the automated gages and obtain further information on existing and expected weather conditions and precipitation
2. Declare a Level 2 or other flood condition as warranted based on existing stream levels, upstream water levels, current precipitation and weather conditions, and information from the National Weather Service regarding predicted precipitation.

LEVEL 2 - FLOODING POSSIBLE

OVERVIEW

The objectives of the Level 2 flood condition are to: a) provide closer observation of conditions than provided in a Level 1 flood condition; b) alert key parties to the possibility of flooding; and c) prepare for managing a flood emergency should it arise. A Level 2 flood condition will be declared by the Emergency Government Director whenever any of the following conditions are met:

- A flood watch for the Richland Center area is issued by the National Weather Service.
- A stream level of 0.25 feet or higher is verified at the Rockbridge gage and significant rainfall is continuing to occur in the watershed or is predicted for the area by the National Weather Service.
- A stream level of 1.0 feet or higher is verified at the Allison Park gage and significant rainfall is continuing to occur in the watershed or is predicted for the area by the National Weather Service.

Primary responsibility for monitoring of messages from the National Weather Service and telephone reports from the automated stream level gages passes to the Emergency Government Director upon declaration of a Level 2 flood condition. However, the Sheriff's Department Dispatch Center will continue to monitor events as a backup to the Emergency Government Director.

RESPONSIBILITIES

Emergency Government Director

1. Call Emergency Government staff to duty to assist in monitoring conditions and making notifications.
2. Notify local officials (Appendix A - Call Lists) that a Level 2 flood condition has been declared.
3. Monitor NOAA Weather Radio for further information pertaining to Richland Center.
4. Make periodic telephone contact with National Weather Service to keep abreast of information on existing and expected conditions.
5. Conduct growl test of sirens.
6. Ensure the Emergency Operations Center is supplied, equipped and ready for opening and use if needed.
7. Verify any unofficial reports on rainfall or flooding that appear pertinent including requesting the Sheriff's Dispatch Center to dispatch City or County patrol vehicles to confirm reported high water on the Pine River and/or major tributaries.
8. Declare a Level 3 flood condition based on existing stream levels and/or information from the National Weather Service and/or verified information from other sources.

Sheriff's Department

1. Continue to monitor NOAA Weather Radio and telephone calls from automated stream level gages as back up to the Emergency Government Director.
2. Provide verification of high water reports as requested by the Emergency Government Director.

LEVEL 3 - FLOODING EXPECTED

OVERVIEW

The objectives of the Level 3 flood condition are to: a) prepare for conducting an evacuation; and b) prepare for actions to protect public and private property once it appears that some degree of flooding will occur. A Level 3 flood condition will be declared by the Emergency Government Director whenever any of the following conditions are met:

- A flood warning for the Richland Center area is issued by the National Weather Service and information indicates that flooding will begin but not sooner than 3 hours in the future. **(If flooding is expected in less than 3 hours, go immediately to declaration of a Level 4 flood condition.)**
- A stream level of 2.0 feet or higher is verified at the Rockbridge gage.
- A stream level of 3.5 feet or higher is verified at the Allison Park gage.
- The Pine River is approaching bank full condition in the vicinity of Richland Center and significant rainfall is continuing to occur in the watershed or is predicted for the area by the National Weather Service.

RESPONSIBILITIES

Emergency Government Director

1. Continue monitoring NOAA Weather Radio and the automated stream level gages and requesting assistance as needed from the Sheriff's Department Dispatch Center to verify reports of high water.
2. Continue periodic telephone calls to the National Weather Service for updates on existing and predicted conditions.
3. Open the Emergency Operations Center.
4. Review Appendix F - Evacuation Area Map and determine the level of evacuation (50-year, 100-year or other) expected to be required.
5. Review Appendix D - Example Messages and prepare an appropriate notification message to local officials advising that a Level 3 flood condition has been declared.
6. Distribute the notification message to local officials (Appendix A - Call Lists) and request liaison staff to report to the Emergency Operations Center from the following organizations:
 - a) Police Department.
 - b) Fire Department.
 - c) Street Department.
 - d) Utilities Department.
 - e) School District.

f) Red Cross.

7. If past normal hours for operation of radio station WRCO, call the station operator (Appendix B - Resources Lists) and request that the station return to the air from a flood-free field location for dissemination of warnings and information on flooding. If during normal operating hours, request that they remain on the air and prepare to transmit from a flood-free location.
8. Review Appendix E - Example Press Release and prepare and release information to the media for dissemination to the public.
9. Review Appendix D - Example Messages and prepare a notification message for appropriate special warning recipients (Appendix A - Call Lists) notifying them that a Level 3 flood condition has been declared.
10. Distribute the notification for Special Recipients to special warning recipients (Appendix A - Call Lists). Use the 50-year or 100-year flood level call list according to the situation.
11. Coordinate with the Red Cross on which shelters are to be opened.
12. Maintain frequent contact with the National Weather Service to keep abreast of information on existing and expected conditions.
13. Conduct separate group briefings for local officials and media on existing and predicted flood conditions and on readiness at the Emergency Operations Center to manage the emergency. Schedule repeats of the briefings at appropriate times depending on how quickly the situation is developing.
14. Request gas company to curtail service to flood hazard areas.

Sheriff's Department

1. Continue to monitor the NOAA Weather Radio and telephone calls from automated river stage gages as backup to Emergency Government Director.
2. Deploy staff and equipment to flood-free locations on both sides of the Pine River.
3. Alert the Highway Patrol to the possible need for assistance in controlling traffic on highways in the vicinity.

Police Department

1. Notify department staff of expected flooding and direct that they remain available.
2. Fuel all vehicles.
3. Check all supplies and equipment for availability and readiness.
4. Deploy staff and equipment to flood-free locations on both sides of the Pine River.
5. Assign liaison to Emergency Operations Center.
6. Set up secured areas for relocated private property at **** and at ****
7. Set out barricades (Appendix H - Traffic Control Plan).

Fire Department

1. Notify department staff and volunteers of expected flooding and request that they remain available.
2. Fuel all vehicles.
3. Check all supplies and equipment for availability and readiness.
4. Obtain and ready boat for possible use for rescues.
5. Deploy personnel and equipment to flood-free locations on both sides of the Pine River.
6. Assign liaison to Emergency Operations Center.

Utility Department

1. Notify department staff of expected flooding and direct that they remain available.
2. Fuel all vehicles.
3. Check all supplies and equipment for availability and readiness.
4. Fill water storage tanks.
5. Floodproof wells.
6. Floodproof wastewater treatment plant.
7. Floodproof sewage lift stations.
8. Deploy equipment and personnel to flood-free locations on both sides of the Pine River.
8. Assign liaison to Emergency Operations Center.
9. Curtail electric service to flood hazard areas.

Streets Department

1. Notify department staff of expected flooding and direct that they remain available.
2. Fuel all vehicles.
3. Check all supplies and equipment for availability and readiness.
4. Assign liaison to Emergency Operations Center.
5. Assign dike patrols (Appendix G - Instructions for Dike Patrol).
6. Set up and distribute sandbags, sand and plastic to public.

School District

1. Notify bus drivers of expected flooding and direct that they remain available.
2. Fuel all busses.
3. Deploy drivers and busses to flood-free locations on both sides of the Pine River.
4. Assign liaison to Emergency Operations Center.

Red Cross

1. Notify volunteers of expected flooding and request that they remain available.
2. Check supplies of cots, blankets and other shelter supplies for availability and readiness.
3. Coordinate with Emergency Government Director on which shelters are to be opened.
4. Arrange for feeding of evacuees (Appendix B - Resources Lists) at locations on both sides of the Pine River.

LEVEL 4 - IMMINENT OR OCCURRING FLOODING

OVERVIEW

The Level 4 flood condition provides for initiating action to protect lives and property. A Level 4 flood condition will be declared by the Emergency Government Director whenever any of the following conditions are met:

- A flood warning for the Richland Center area is issued by the National Weather Service and information indicates that flooding will begin within 3 hours.
- A stream level of 3.0 feet or higher is verified at the Rockbridge gage.
- A stream level of 4.5 feet or higher is verified at the Allison Park gage.

Many of the responsibilities for a Level 3 flood condition are repeated in Level 4 because of the possibility of going directly from a Level 2 to a Level 4 flood condition.

RESPONSIBILITIES

Emergency Government Director

1. Open the Emergency Operations Center.
2. Continue monitoring NOAA Weather Radio and the automated stream level gages and requesting assistance as needed from the Police Department to verify reports of high water.
3. Continue periodic telephone calls to the National Weather Service for updates on existing and predicted conditions.
4. Review the Example Local Officials Notification Message (Appendix D - Example Messages) and prepare an appropriate notification message advising that a Level 4 flood condition has been declared.
5. Distribute the notification message to local officials (Appendix A - Call Lists) and request liaison staff to report to the Emergency Operations Center from the following organizations:
 - a) Police Department.
 - b) Fire Department.
 - c) Street Department.
 - d) Utilities Department.
 - e) School District.
 - f) Red Cross.
6. Review Appendix F - Evacuation Area Map and determine the level of evacuation (50-year, 100-year or other) expected to be required.
7. Sound sirens for evacuation notice

8. Request the Police Department use vehicles with public address systems to warn areas not serviced adequately by the fixed siren system (Appendix I - Estimated Siren Coverage Map)
9. Request the Fire Department to begin door to door contact with residents in the evacuation area to encourage evacuation and provide assistance to the elderly, invalids and others as needed.
10. Review Appendix E - Example Press Release and prepare a release (including evacuation directions) to the media for dissemination to the public.
11. Contact radio station WRCO and request that the station immediately suspend regular programming and broadcast the press release including the evacuation directions and accompany that with other other flood-related information. Also request that they make provisions for operation from a flood-free location in case the station is flooded. If past normal hours for operation of the station, request that the station return to the air as soon as possible from a flood-free field location to broadcast the instructions for evacuation.
12. Review the example message for special warning recipients (Appendix D - Example Messages) and prepare a notification message for special warning recipients (Appendix A - Call Lists) notifying them that flooding is expected (or occurring) and that evacuation should begin immediately.
13. Distribute the notification to special warning recipients (Appendix A - Call Lists). Use the 50-year or 100-year flood level call list according to the situation.
14. Conduct separate group briefings for local officials and media on existing and predicted flood conditions and on readiness at the Emergency Operations Center to manage the emergency. Schedule repeats of the briefings at appropriate times depending on how quickly the situation is developing.
15. Coordinate with the Red Cross on which shelters are to be opened.

Sheriff's Department

1. Request Highway Patrol to establish traffic control on Highway 114 on both sides of Richland Center and: a) prevent entry of non-residents into the flood area once flooding begins; and b) prevent all passage on the road in the event the highway floods.

Police Department

1. Recall all staff to duty.
2. Deploy staff and equipment to flood-free locations on both sides of river.
3. Check all supplies and equipment for availability and readiness.
4. Assign liaison to Emergency Operations Center
5. Disseminate the flood warning and evacuation notice and provide evacuation instructions using public address systems in patrol cars for areas not served adequately by the fixed siren system (Appendix I - Siren Coverage Plan).

6. Set up evacuation routes (Appendix H - Traffic Control Plan).

Fire Department

1. Recall all volunteers to duty.
2. Deploy staff and equipment to flood-free locations on both sides of river.
3. Check all supplies and equipment for availability and readiness.
4. Assign liaison to Emergency Operations Center.
5. Begin door to door contact with residents in the evacuation area to encourage evacuation and provide assistance to the elderly, invalids and others as needed.

Utility Department

1. Recall staff to duty.
2. Deploy staff and equipment to flood-free locations on both sides of river.
3. Check all supplies and equipment for availability and readiness.
4. Assign liaison to Emergency Operations Center.

Streets Department

1. Recall staff to duty.
2. Deploy staff and equipment to flood-free locations on both sides of river.
3. Check all supplies and equipment for availability and readiness.
4. Assign liaison to Emergency Operations Center.
5. Initiate dike patrols (Appendix G - Instructions for Dike Patrol).

School District

1. Recall bus drivers to duty.
2. Fuel all busses.
3. Deploy drivers and busses to flood-free locations on both sides of river.
4. Initiate transportation assistance in evacuation area following dissemination of evacuation order.

Red Cross

1. Open shelters according to Appendix I - Shelter Schedule.
2. Provide feeding and care of evacuees on both sides of the Pine River.

APPENDICIES

APPENDIX A - CALL LISTS

LOCAL OFFICIALS CALL LIST

Department/Title	Name	Alternate	Work Phone	Off F
Mayor	Thomas McCarthy		647-2989	647-
		Luella Edwards	647-6428	647-
Emergency Gvmt. Dir.	Warren Pfeil		647-8171	647-
Streets Dept.	Bill McCorkle		647-4448	647-
Utilities Dept.	Dick Steiner		647-3844	647-
		After Hours Emerg.	647-2456	
Police Dept.	Fred Schram		647-2106	
Red Cross (Madison)			608/233-9300	
School Dist. (Bus. Office)			647-6106	
Gas Co. (Bus. Office)			647-6181	
		After Hours Emerg.	800/236-6181	

LOCAL STAFF CALL LIST

Organization	Name	Work Phone	Off-Hours
Utilities Department			
Sewer	Michael Myer		
Sewer	Merlyn Anderson		
Sewer	Kay Marshall		
Sewer	Bryan Roberg		
Sewer	James Stanek		
Sewer	Jim Birch		
Office	Richard Steiner		
Office	Jeanette Homb		
Office	Janice Leonard		
Office	Patricia Davis		

APPENDIX A - CALL LISTS (CONTINUED)

LOCAL STAFF CALL LIST (CON'T)

Organization	Name	Work Phone	Off-Hours Phone
Fire Department (Con't)			
	Steve Knuth	647-7202	647-3936
	Lester Parker	647-2165	647-6705
	Dennis Sumwalt	647-8522	647-4797
	John Collins	585-2739	647-3172
	Mike Rynes	647-6121	647-4067
	Robert Lee	647-8808	647-6897
	Steve Krueger	647-6127	647-2953
	Dan Brewer	647-6376	647-4003
	Pat Bauer	647-2156	647-7123
	Frank Partridge	647-6376	647-6537
	Mark Wachter	647-4577	647-3711
	Dianne Kinyon	647-6339	647-3249
	John Nielson	647-4566	647-2292
	Jeffrey Curtis	647-8808	647-6463
	James Birch	647-3917	647-3468
	Chad Kanable	647-3434	647-4981
	Mark Wilson	647-6127	647-4554
	Kevin Dean	647-3803	647-8601
	Jerry Mercer	647-6339	647-3249
	Dave Daughenbaugh		647-7356
	Shawn Mohn		647-2949
Police Department			
	Craig Chicker		647-6514
	Carwin Schwanz		647-4996
	Vincent Frawley		647-6683
	Kenneth Auz		647-4161
	Mary Fish		647-2331
	Steven Runice		647-6352
	Douglas Ferrel		537-2775
	Jeannie McDougal		647-3881
	John Bauer		647-2703
	John Annear		647-6231
	Donald Maxwell		647-4234
	James Lane		536-3823
	Charles McBain, Jr.		647-4677
	Terry Banker		538-3264/627-1832
	Monte Ewing		647-6417
	Peggy Adsil		538-3165

APPENDIX A - CALL LISTS (CONTINUED)

COUNTY AGENCIES CALL LIST

Department/Title	Name	Alternate	Work Phone	Off-Hours Phone

STATE AGENCIES CALL LIST

Organization	Name	Alternate	Work Phone	Off-Hours Phone
State Emerg. Serv.			608/242-3232	
Highway Patrol			608/246-3230	
Health Dept.			608/266-1865	
Highway Dept.				

APPENDIX A - CALL LISTS (CONTINUED)

FEDERAL AGENCIES CALL LIST

Organization	Name	Alternate	Work Phone	Off-Hours Phone
Federal Emergency Management Agency			608/242-3232	
Nat. Res. Conserv. Serv.	Larry Allen		647-6197	647-3571
		John Ramsden	608/264-5341	608/273-6572
Army Corps of Engineers			608/275-7828	
Environmental Protection Agency				
Public Health Service				
National Weather Service				

APPENDIX B - RESOURCES LISTS

This appendix lists the chief sources of material, equipment and personnel for dealing with flood emergencies that may arise. The listing do not necessarily include all of the available sources of assistance in the area. Those included were selected because of their location in or near Richland Center.

CITY RESOURCES

Equipment/Supply Category	Item	Source
Vehicles		
	Truck, flatbed	Streets Dept.
	Busses	School District
	Vans (2 @ 12 passenger)	School District
	Vans (1 @ 7 passenger)	Streets Department
Sandbags		
Sand		

APPENDIX B - RESOURCES LISTS (CONTINUED)

COMMERCIAL RESOURCES

Building Materials			
Bee's Building Inc.	Moscoda		739-3185
Fish Building Supply	RC		647-6314
Harris Building Center Ltd.	RC		536-3423
Hartje Lumber	LaValle		985-7207
QR Building Supply	RC		647-4893
Building Contractors			
B&D Construction	RC		647-4522 or 647-8322
Brown's Construction	RC		647-8319
CK Norman Construction & L'scape	RC		647-6596
Mueller Construction	RC		647-7209
Native Wisconsin Inc.	RC		549-3031
Pine River Builders Inc.	RC		647-4950
Schluter Construction Inc.	Plain		546-2671
Buses, Charter & Rental			
Richland Center Bus Service Inc.	RC		647-4446
Cable Television Service			
TCI Cablevision of Wisconsin	RC		647-8857
Caterers			
Peaches	RC		647-8886
Pizza Hut	RC		647-3300
Contractors, Excavating			
Bob Ewers	Lone Rock		583-3961
Carl Oman Excavating	RC		647-3001
Darrell Rossing	RC		647-2997
Jim Oman Excavating	RC		647-3001
Paul Deckert	RC		647-8104
Rynes Shop	RC		647-4756
Wanless	RC		647-6296
Crane Service			
McCutchin Crane Service	Dodgeville		935-9411
Electric Companies			
Richland Electric Cooperative	RC		647-3173
Electrical Contractors			
AC Lighting & Electric	RC		647-7134
Agri-Dairy Service Inc.	RC		647-4488
Barnett & Dalberg Electric	RC		647-2050
F&F Refrigeration & Electric	RC		647-6076
Strang Heating & Electric	RC		647-2855
Food Products			
Burnstad's Pick 'N Save	RC		647-6127
Ed's Super Valu	RC		647-3434

APPENDIX B - RESOURCES LISTS (CONTINUED)

COMMERCIAL RESOURCES (CONTINUED)

John's IGA	RC	647-8111
Hartland Fruit & Produce	RC	647-2030
Frozen Food Locker Plants		
Richland Locker Co.	RC	647-4577
Gas Companies		
Wisconsin Gas Company	RC	647-6181
Generators, Electric		
Vetesnik Motors	RC	647-8808
Marine Equipment		
Gillingham FW Service Garage	RC	647-3810
Mobile Home Transportation		
Kershner Mobile Home Transport	RC	647-4676 or 647-8827
Movers		
Pratt Freight Service	RC	647-3242
Pumps		
Agri-Dairy Service Inc.	RC	647-4488
Fry & Wertz Plumbing & Heating	RC	647-6345
Herbeck AI Well Drilling	Sextonville	647-4511
Storer Pump Systems	RC	647-3088
Radio Stations & Broadcast Companies		
WRCO Radio	RC	647-2111
Restaurants		
Center Lanes	RC	647-4091
Country Kitchen	RC	647-6339
Gables Restaurant	RC	647-9958
Hardee's Family Restaurant	RC	647-6359
Henning's Fish Hopuse	RC	647-6557
Kenny's Family Restaurant	RC	647-2252
Kentucky Fried Chicken	RC	647-2178
McDonald's Restaurant	RC	647-2740
Nate's Supper Club	RC	647-8869
Peaches Restaurant	RC	647-8886
Pizza Hut	RC	647-3300
Richland Family Restaurant	RC	647-8016
Stadele Supper Club	RC	647-6368
Subway	RC	647-6470
Sand & Gravel		
Ed. Kraemer & Sons	RC	647-6855
Rossing Darrell Limestone Products	RC	647-2780
Sawmills		
Rockbridge Sawmill Inc.	RC	647-6448

APPENDIX B - RESOURCES LISTS (CONTINUED)

COMMERCIAL RESOURCES (CONTINUED)

Small Hand Tools			
Walsh's Ace Hardware	RC		647-8925
Coast To Coast Store	RC		647-2414
Stone			
Bindl Fred Limestone Products	Spring Green		588-7194
Darrell Rossing	RC		647-2780
Ed Kraemer & Sons	RC		647-6855
Taxicabs			
Towne Taxi	RC		647-3114
Towing			
Comptons South Side Towing	RC		647-8604
Jones Chevrolet-Geo-Olds	RC		647-3788
Richland Motors	RC		647-6689
Truck Rent & Lease			
Ryder Truck Rental	Dodgeville		935-9052
U-Haul Co.	RC		647-3690
Water Companies, Bottled			
Culligan Water Conditioning	RC		647-3444
Water Supply Systems			
Agri-Dairy Service Inc.	RC		647-4488

APPENDIX C - SHELTER SCHEDULE

The shelters available in and near Richland Center and their location, facilities and capacities are listed in the following table.

Name	Capacity	Location	Facilities
Jones High School	250	353 High Street	Showers Multiple toilets Large kitchen and serving area
Elks Lodge	25	114 Main St.	Multiple toilets Small kitchen and dining room
Grace Church	100	333 Highly Way	Multiple toilets Game room for children Large basement multi-use area

Shelter management is the responsibility of the Red Cross. Upon notification of the declaration of a Level 3 or Level 4 flood condition, the Red Cross will contact the owner/administrator of the shelters to be opened and make arrangements for opening the facility. The Red Cross will assign a Shelter Manager to each shelter at the time it is opened and provide additional shifts of Shelter Managers in the event that the shelter is open for an extended period. The Red Cross will provide beds, blankets and other supplies and equipment for operation of the shelter. Food for evacuees will be either provided or arranged for by the Red Cross.

The objective in opening shelters is to open the fewest number of shelters that will: a) provide adequate space for expected number of people seeking shelter; and b) provide access to shelter on both sides of the Pine River. The initial shelters to be opened are:

For 50-year flood level evacuation:

- North side of River -- Grace Church
- South side of River -- Elks Lodge

For 100-year flood level evacuation:

- North side of River -- Grace Church
- South side of River -- Jones High School

Other shelters will be opened as directed by the Emergency Government Director.

APPENDIX D - EXAMPLE MESSAGES

EXAMPLE NOTIFICATION MESSAGE FOR LOCAL OFFICIALS

This is to notify you that, based on [], I have declared a Level 3 Flood Condition to exist and activated the Emergency Operations Center.

Please send a staff member to the Emergency Operations Center immediately to serve as liaison with your department. A briefing on existing and predicted weather and flood conditions will be held at [*time*] at the Emergency Operations Center.

EXAMPLE NOTIFICATION MESSAGE FOR SPECIAL RECIPIENTS - LEVEL 3 FLOOD CONDITION

The Pine River is expected to flood in the Richland Center area. At present, it is estimated that the flooding will begin at about [*time*] and will be [*severity*].

A more accurate estimate of the time and severity of flooding will be possible as the time approaches.

You should begin planning how your facility will be evacuated if that is required, including identifying any assistance that may be needed and the time that will be required.

Listen to radio station WRCO for updates on the situation.

Contact the Emergency Government Director at 647-8187 if you anticipate needing assistance in evacuating.

An effort will be made to issue an evacuation order approximately three hours before flooding is expected to begin. If that will not give you sufficient time to evacuate safely, begin your evacuation early. Do not wait on the evacuation order.

The City is distributing sandbags and sand for use in protecting against flood damages. They can be obtained at ***** and *****.

EXAMPLE NOTIFICATION MESSAGE FOR SPECIAL RECIPIENTS - LEVEL 4 FLOOD CONDITION

Due to [describe causes], the Pine River [is expected to flood soon/is flooding] in the Richland Center area.

The flooding is expected to be [*severity - make comparison to past flooding if possible*].

Your location is either in or very close to the area expected to be flooded. You should evacuate immediately.

Contact the Emergency Government Director at 647-8187 if you need assistance in evacuating.

Shelters have been opened at [*locations*].

Repeat, you should evacuate immediately.

APPENDIX E - EXAMPLE PRESS RELEASE

EXAMPLE PRESS RELEASE

According to Emergency Government Director, [name], heavy rainfall is causing the Pine River to rise toward flood stage near Richland Center.

The National Weather Service reports that up to [rainfall amount] of rain has fallen in the area upstream of Richland Center [and more/heavier/continuing] [rainfall is expected].

Flooding is expected to begin at approximately [time].

The flooding is expected to be [comparison with past flooding].

People in the following areas should [prepare to evacuate/ evacuate immediately]:
 [List areas according to whether the 50-year or 100-year flood area is to be evacuated.]

Shelters for those evacuating have been opened at [give locations].

Anyone needing assistance in evacuating should call the Emergency Government office at 647-8187.

Travelers in the vicinity of Richland Center should exercise extreme caution and be on the lookout for localized flooding. Highway 14 is expected to be closed beginning at [time].

The City is distributing sandbags and sand for use in protecting against flood damages. They can be obtained at ***** and *****.

Listen to radio station WRCO at **** on the AM dial for continuing information.

This message will be updated as further information becomes available.

A press release modeled after the example shown is to be released as soon as possible after a Level 3 or Level 4 flood condition is declared. The press release should be made available to all interested parties and specifically given to the following:

Station	Location	Contact	Work Telephone Number	Off hours Telephone Number
WRCO (radio)	Richland Center			
Hours: 6am-6pm				
(TV)	Madison			
Hours: 24				

APPENDIX F - EVACUATION AREA MAP

[Appendix to consist of area map showing 50-year and 100-year flood boundaries, squared off to simplified evacuation boundaries]

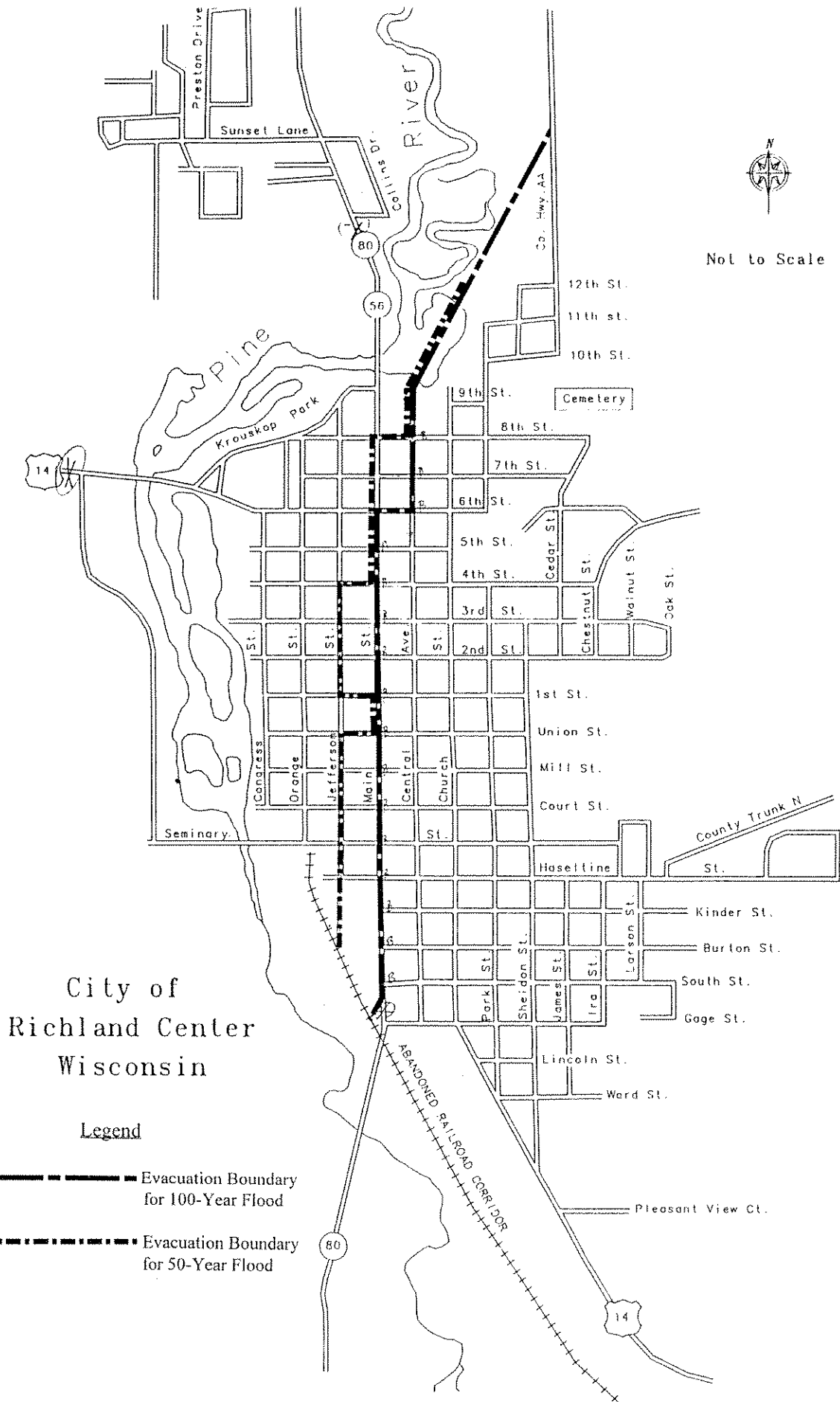


Figure 2

APPENDIX G - INSTRUCTIONS FOR DIKE PATROL

The objective of the dike patrol is to identify any problems suggesting possible failure of the dike so that remedial action can be begun as soon as possible.

MAKEUP, EQUIPPING AND DUTIES OF DIKE PATROL

For reasons of safety, all dike patrols and people serving on dike patrols shall observe the following precautions:

- Dike patrols shall consist of a minimum of two people.
- All persons serving on dike patrols shall wear life jackets at all times while on the dike.
- Persons on a dike patrol shall remain close to one another while making their inspections.
- One of the members of the dike patrol must carry the safety line at all times.
- In the event that proper inspection necessitates descending the river side of the dike, the safety line shall always be used and only one person shall descend with the other person remaining in a secure position.
- Every dike patrol shall carry at least one telephone or radio that can be used for summoning immediate assistance. Persons descending the river side of the dike shall not carry the radio or telephone.

Each dike patrol shall be equipped with the following:

- One flashlight for each member of the patrol and two sets of spare batteries for each flashlight.
- One 50' length of 5/8" rope to use as safety line when needed.
- One bundle of lath.
- One roll of plastic flag.
- One pound of 5d nails for attaching flags to lath.
- One hammer.
- One shovel.
- One 12' pole with metal point and hook for pushing debris.

Each dike patrol shall be assigned a specific portion of the dike to inspect. The size of the assigned area shall be sufficient to allow inspection of each area no less frequently than once per hour.

Persons assigned to dike patrol shall walk their assigned area in both directions. While walking in the upstream direction, the dike patrol shall inspect the crown and both faces of the dike from the crown of the dike. While walking in the downstream direction, the dike patrol shall inspect the landward slope and toe area of the dike from the area immediately below the landward side of the dike.

POTENTIAL MODES OF FAILURE

The dikes and their appurtenances are regularly inspected by the City of Richland Center and maintained as needed. Because of their conservative design and arrangements for regular inspection and maintenance, no particular cause of failure can be identified as a special risk. However, apart from overtopping, the major types of failure which may affect dikes are:

- Piping - beginning with a small flow at a low level in dike which would, if not treated, result in progressively greater flows and removal of materials until a breach of the embankment occurred.
- Erosion of the embankment - which could, if not treated, progress until a breach of the dike occurred.
- Slumping of the embankment - causing a sudden lowering of the dike crest elevation and loss of strength in the materials remaining at the point of slumping.

INDICATORS OF POTENTIAL EMERGENCIES

Persons on dike patrol should consider and of the following as an indication that an emergency condition exists or may occur if prompt remedial action is not taken:

- Soggy Ground, Seepage or Springs Below the Dike Crest (Piping)
 - Any significant wetness below the landward side of the dike crest indicates that piping through the embankment may be developing. If any flow at all is occurring, it is essential to inspect the turbidity of the flow.
 - If possible, catch the water in a clean jar and inspect it. If the flow is too small for that approach, build a low ring around the area with soil or sandbags to trap a volume of the seepage that will overflow the ring and allow catching the water in a jar.
 - Anything other than very clear water indicates that soil is being carried away from the interior of the embankment. Immediate action is needed to prevent an emergency from developing.
- Erosion of the Embankment by Waves
 - Significant erosion of the dike will be apparent in a visual inspection of the river side at and immediately below the water level. Indicators of developing erosion include irregular or swirling flow.
- Slumping of the Embankment
 - Any waves, cracks or other irregularity in the crest and/or sides of the dike should be considered to be an indicator of possible slumping of the embankment.

ACTIONS WHEN A POTENTIAL EMERGENCY IS IDENTIFIED

In all cases in which there is an indication of a possible emergency, the person on dike patrol shall:

1. Mark the location using lath and flags.
2. Immediately call the Emergency Government Command Center to report the potential problem and request on-site inspection of the area by an engineer.
3. Note in writing the time of observing the indicator, location of the area and nature of the potential problem. The description of the problem should be in sufficient detail so that later observations can determine if the problem is worsening and, if so, at what rate.

In all cases, the Director of Emergency Government, when advised of the existence of a potential emergency, shall proceed immediately to the site and inspect the dike to determine the need for emergency action.

EMERGENCY REPAIR ACTIONS

- Piping Through the Dike- There are two general types of actions that may be taken to combat potential piping:
 - Reducing the quantity of flow by reducing the difference in water level between the river and the point of outflow by using sandbags to construct a temporary wall around the point of seepage. Care should be taken that any temporary ring be large enough to enclose all of the weakened area on the land side of the dike. It is not necessary to build the temporary wall high enough to stop all flow. It is generally sufficient to slow the velocity of the seepage to the point that internal erosion is stopped.
 - Allowing the water flow to continue but reducing or eliminating the removal of materials from the interior of the embankment by covering the point of outflow with filter cloth covered with graduated materials.
- Erosion of the Dike by Waves - There are two general types of actions that may be taken to combat wave erosion:
 - Dumping rock, heavy gravel or filled sandbags over the edge of the dike to fill eroded areas and armor them against further erosion.
 - Covering the eroding areas with plywood or plastic weighted with sand bags to prevent further erosion.
- Slumping of the Dike - There are two general approaches to dealing with the situation caused by a slump in a dike. Which is appropriate depends on the conditions of river level and expected inflow:
 - If the dike crest is not immediately lowered below the level of water in the river and time is available for remedial action, it may be possible to contain a rising river level by dumping heavy rock materials in the slump area.
 - If the slump is so severe that containment of the river is questionable, the dike should be abandoned and all resources used to expedite evacuation of the area that will be flooded.

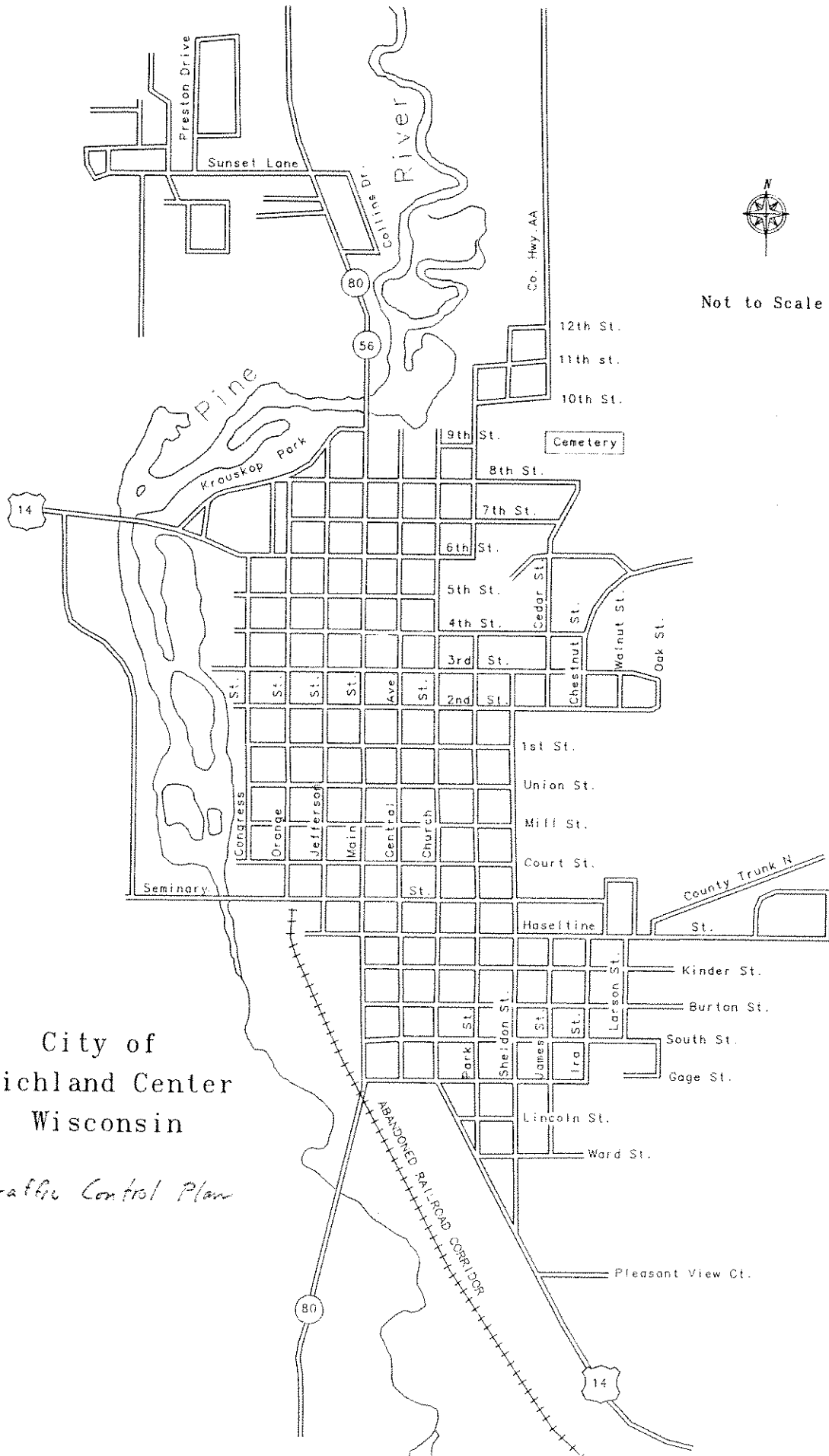
APPENDIX H - TRAFFIC CONTROL PLAN

The establishment of traffic controls is necessary to facilitate the exodus of people from the area being evacuated, facilitate entrance into the evacuated area by emergency vehicles providing warning and transportation assistance, and to prevent people inadvertently entering the hazard area. The traffic control plan and required equipment for implementing the plan are shown on Figure 3.

[Figure 3 to consist of a street map with locations marked for manned and unmanned barricades and traffic control points to: a) facilitating evacuation traffic; b) keep unwary drivers from entering into a hazardous area; and c) assist in securing evacuated areas.

City of
Richland Center
Wisconsin

Traffic Control Plan

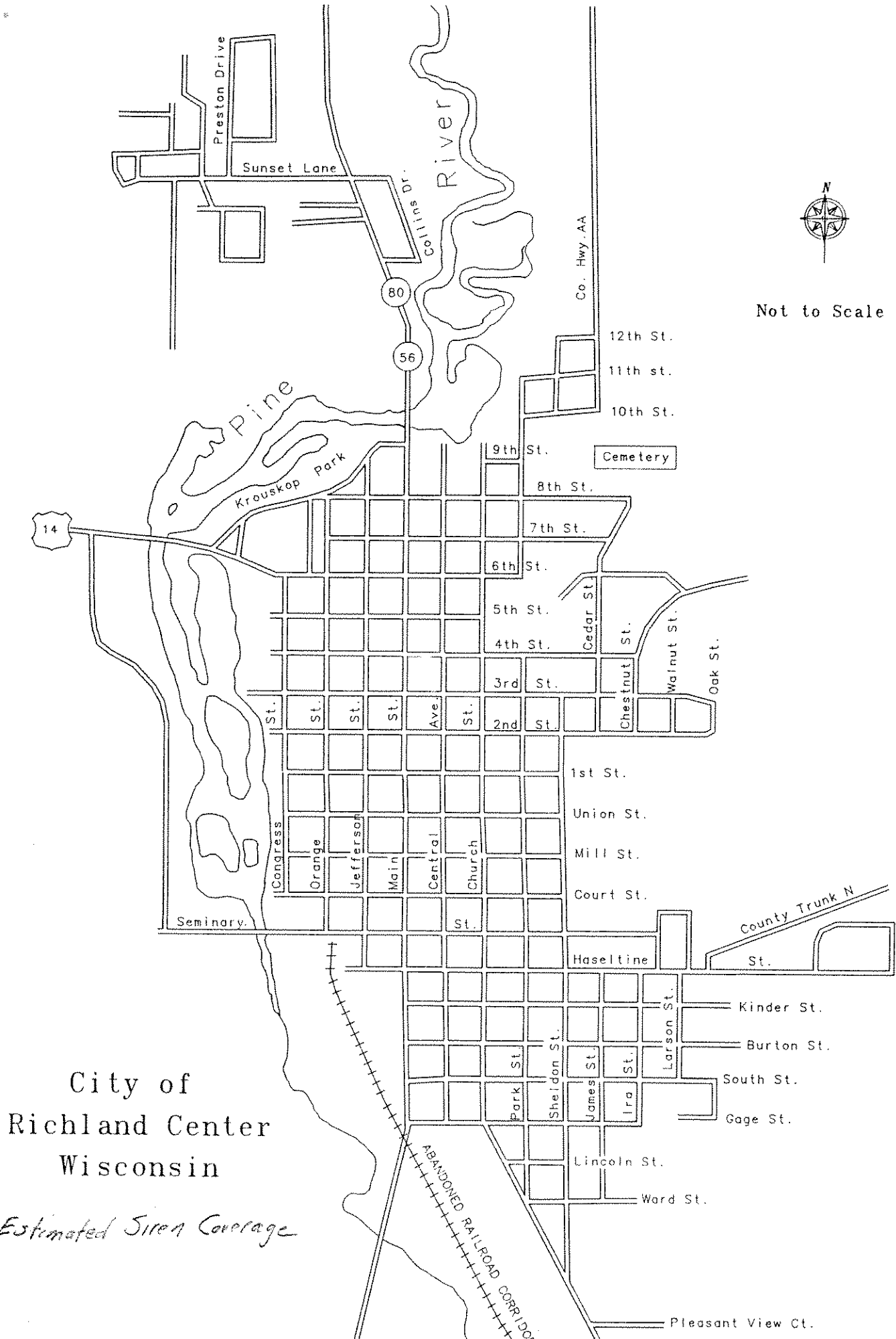


APPENDIX I - SIREN COVERAGE PLAN

Richland Center has only one installed siren for warning. The siren is a motor-driven, single pattern type unit. The operation of the siren can be controlled from the Sheriff's Department.

The estimated strength of the siren is 85dB_{100} which is less than required to provide adequate warning throughout the community. Figure 4 shows the estimated boundary of the area in which a signal loudness of 90dB_{100} would be received. Areas within the flood boundaries but outside the boundary shown for the siren need supplemental warning, especially at night and in weather in which people normally have windows and doors shut.

[Figure 4 to consist of a map showing flood levels as background with bold superimposed circles around fixed sirens indicating the area in which the siren loudness is estimated to be 90 dB or more.]



City of
 Richland Center
 Wisconsin
Estimated Siren Coverage

Not to Scale



14

80

56

Preston Drive

Sunset Lane

Wisconsin River

Pine

Krouskop Park

Co. Hwy. AA

12th St.

11th St.

10th St.

Cemetery

9th St.

8th St.

7th St.

6th St.

5th St.

4th St.

3rd St.

2nd St.

1st St.

Union St.

Mill St.

Court St.

Haseltine St.

County Trunk N

Kinder St.

Burton St.

South St.

Gage St.

Lincoln St.

Ward St.

Pleasant View Ct.

Congress St.

Orange St.

Jefferson St.

Main Ave.

Central St.

Church St.

Cedar St.

Chestnut St.

Walnut St.

Oak St.

Seminary St.

ABANDONED RAILROAD CORRIDOR

DRAFT
MAINTENANCE PLAN
FOR
EMERGENCY ACTION PLAN FOR FLOODING
RICHLAND CENTER, WISCONSIN
AND
PUBLIC INFORMATION PROGRAM

MAINTENANCE PLAN
FOR
EMERGENCY ACTION PLAN FOR FLOODING

ANNUAL MAINTENANCE OF THE PLAN

The Emergency Action Plan for Flooding must be regularly reviewed and updated in order to remain as a viable guide for identifying and responding to emergencies. Several types of modifications are likely to be necessary including:

- Updating due to turnover of personnel, changes in telephone numbers and other minor but important changes that occur over time. This type of updating should be carried out at least annually.
- Updating due to changes in organizational arrangements or organizational capability of the agencies and organizations responsible for carrying out a part of the emergency action plan. Each party responsible for carrying out any action should immediately call to attention the need for modification of the plan if their responsibility for acting changes or if they become unable to ensure carrying out the specified actions.
- Updating due to changes in the community that affect the premises on which the emergency action plan is based. Development in the community should be reviewed annually to determine if development or other events that have occurred may have any of these types of effects. Some types of changes may require only minor modification of the plan, such as changing the location of traffic control points or requiring additional traffic control points. Others, such as failure or replacement of the fixed siren system, may require substantial replanning.

Responsibility for ensuring the necessary updating is done is assigned to the Emergency Government Director. The following steps outline the annual maintenance program.

1. The Emergency Government Director shall distribute call lists, lists of resources, and other portions of the plan and request each of the City departments, the School District, Red Cross, and the Sheriff's Department to provide an updated summary of equipment and personnel, including telephone numbers, along with confirmation that the organization continues to have the capability to carry out the responsibilities assigned to it under the emergency plan.
2. When in possession of the requested summaries and confirmations, the Emergency Government Director shall make any changes necessary to update the emergency action plan.
3. The Emergency Government Director shall test all of the remaining telephone numbers included in the plan to ensure that they are current and make any updates that are necessary.

4. The Emergency Government Director shall consult with the Natural Resources Conservation Service as to whether any changes or modifications to the dikes and/or to hydraulic assumptions for the area necessitate change in the emergency action plan.
5. The Emergency Government Director shall review the list of commercial resources included in the plan and make any necessary changes, deletions and additions.
6. The Emergency Government Director shall review the lists of special warning recipients included in the plan and make any necessary changes, deletions and additions.
7. The Emergency Government Director shall review development in the community to determine if new maps are necessary for properly showing flood inundation boundaries, location of barricades and traffic control points, and estimated coverage by fixed siren. As may be necessary, the Emergency Government Director shall prepare new maps.
8. When the foregoing has been accomplished, the Emergency Government Director shall issue a revised plan to all participants.

ORIENTATION OF NEW EMPLOYEES

New employees of the City shall be given a copy of the Emergency Action Plan for Flooding and employees and necessary instruction to ensure the new employee understands the plan and the importance of its conduct when floods threaten or occur. New employees shall be advised that knowledge of the overall plan and their department's responsibilities pursuant to the plan shall be considered as an item in all employee evaluations.

ANNUAL REFRESHER TRAINING FOR ALL EMPLOYEES

Each department head shall schedule an annual review and discussion of the Emergency Action Plan for Flooding for department employees.

PUBLIC INFORMATION PROGRAM
TO ACCOMPANY
EMERGENCY ACTION PLAN FOR FLOODING

Response to flood warnings, including evacuations, is fuller and more effective if the public is aware that:

- A risk of flooding exists.
- A system and procedures exist to warn of flooding and guide the response to warnings.
- What steps will be and/or should be taken in the event of a flood.

Improving public awareness of these points is difficult during the sometimes long time between floods. Success requires a continuing informational effort. In order to meet this need, the following steps shall be taken:

1. Once each year, the Emergency Government Director shall review and make necessary updates to the City's Flood Information Brochure and reproduce sufficient copies of the brochure for use during the year.
2. Once each year, at the beginning of the flood season, the Emergency Government Director shall send a letter (Exhibit A) concerning flooding to each residence and business within the inundation boundary of the 100-year flood. The letter shall call attention to the flood risk and transmit a copy of the City's Flood Information Brochure,
3. Once each year, in the middle of the flood season, the Utilities Department shall enclose a copy of the Flood Information Brochure with utility bills.

FLOOD INFORMATION BROCHURE

An example Flood Information Brochure follows Exhibit A.

Exhibit A
Example Letter to Residents

Dear Sir or Madam:

Based on the best information available to the City, the property to which this letter was addressed appears to be located within the area that would be flooded by the 100-year flood if protection were not provided by the recently constructed dikes.

The dikes are designed to provide protection against flooding up to the level of the 100-year flood. However, that protection should not be taken for granted. Neither should it be assumed that the dikes will provide protection against all future flooding. There is about a one percent chance in any year that the dikes could be overtopped by a large flood. Dikes also sometimes fail due to erosion and other causes.

The City of Richland Center operates river level gages upstream on the Pine River that help in anticipating floods several hours before their occurrence in the City. In the event that it appears that flooding will overtop or breach the dikes, the City's siren will be sounded, Fire Department trucks will use their public address systems to announce the need for evacuation and the evacuation warning will be broadcast over radio station WRCO.

In the event that a direction to evacuate is given, you should move to high ground away from the river. The warning message will let you know whether there is time to gather up belongings or whether immediate evacuation is necessary.

The purpose of this letter is not to frighten you but to remind you that: a) some risk of flooding remains, even with the dikes in place; and b) you should not ignore any warnings that are issued.

Sincerely,