

**ANNEX L – ENGINEERING & PUBLIC WORKS**  
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## ANNEX L – ENGINEERING AND PUBLIC WORKS

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### I. SITUATION AND ASSUMPTIONS

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#### A. Situation

1. There are several types of emergencies that could occur that would affect the engineering and public works organizations of Tucker County. Coping with damage from floods, snow/ice, windstorms, tornadoes, utility failure, fire or explosion, and cleaning up following a hazardous materials release could require more personnel and equipment than the most well-equipped engineering and public works departments will have available.
2. Structures affected by a disaster may require reinforcement, demolition, inspection, or isolation to ensure safety. Debris removal and hauling from urban, rural, and industrial sites are common activities following many emergencies.
3. Public utilities may be partially or fully inoperable following a disaster event.
4. Equipment in the immediate danger area may be damaged or inaccessible. Resources may have to be deployed from outside the affected area in order to ensure an effective response.

#### B. Assumptions

1. All engineering and public works equipment and personnel will be available to cope or deal with any anticipated disaster.
2. Utilities may be increased to serve a hosted population or decreased in an evacuated area.
3. Transportation will be required to expedite an evacuation or transfer resources and supplies.
4. Local contractors have enough resources to supplement engineering and public works recovery efforts in any foreseen disaster.

## II. CONCEPT OF OPERATIONS

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### A. General

1. The Engineering and Public Works Coordinator will coordinate engineering and public works activities under the direction of the County Commission and Office of Emergency Management (OEM) Director during disasters.
2. The Tucker County Engineer will serve as the Engineering and Public Works Coordinator.
3. The Tucker County Engineer may activate mutual aid with adjacent counties when additional emergency resources are needed. The EOC will be notified accordingly.
4. When state, federal, or private organizations arrive in Tucker County to assist in engineering, public works, and utility response, the Tucker County Engineer and municipal public works departments in Tucker County will act as their local contacts, depending on the location of the activity.
5. Road closures and the establishment of alternate routes may be employed while emergency crews are removing debris from roadways. Road closures and blockades may be requested by law enforcement agencies to assist in access control or public safety.

### B. Debris Clearance

1. Municipalities
  - a. The streets division is responsible for the clearance of streets, assisted by the sanitation division.
  - b. The maintenance division is responsible for the clearance of buildings, assisted by the sanitation division.
2. Tucker County
  - a. The West Virginia Division of Highways is responsible for the clearance of highways.
  - b. Property owners are responsible for the clearance of their facilities.

### C. Federal Involvement

1. Federal engineering and public works support may be available under ESF #3.
2. Close coordination is maintained with local and state authorities to determine engineering and public works needs.

3. When activated by USDHS/EPR/FEMA, ESF #3 personnel deploy to the Joint Field Office (JFO). The JFO will coordinate with the local EOC so as to determine federal agency work assignments, etc.
  - a. If the Unified Command (UC) posts requests support, ESF #3 personnel can be deployed from the JFO to the staging area at the incident site.
4. US Department of Energy (DOE) personnel may be available under ESF #12 to restore critical infrastructure or energy systems. Local agencies are responsible for the maintenance of their own critical infrastructure systems.

### **III. ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES**

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#### **A. Organization**

1. The Tucker County Engineer will be the overall coordinator of engineering and public works functions in the event of a major emergency in the county.
2. When the forces of two (2) or more public works and general services departments are mutually engaged in activities resulting from a disaster, overall control of all units at the site will be exercised by a county engineer unless the event is within municipal corporate limits. The official in charge will make mission assignments to the officials in charge of the forces of the other public works and engineering departments which may be assisting during the emergency.
3. Public utility maintenance crew supervisors will maintain communications with the official in charge at the disaster site. They will conform to a schedule of priorities as established by the EOC staff.
4. Officials in charge of public works personnel from outside Tucker County will maintain communications with the local public works officials in charge at the disaster site. They will be provided mission assignments either by this official or the Public Works and Engineering Coordinator in the EOC.

#### **B. Responsibilities**

1. Tucker County Engineer
  - a. Provide for debris removal.
  - b. Remove ice and snow on roadways to provide access for electrical and natural gas crews.
  - c. Provide flood and wastewater drainage/removal.

- d. Support heavy equipment rescue needs.
  - e. Support traffic control efforts with equipment and personnel.
  - f. Identify, prioritize, and coordinate work to repair local roads, bridges, and culverts.
  - g. Identify local private contractors who can provide backup support.
2. Municipal Public Works
- a. Repair and maintain streets.
  - b. Perform damage assessments.
  - c. Remove debris from streets and roadways.
  - d. Provide equipment and operators, as necessary.
  - e. Store and provide fuel for emergency vehicles.
3. Water Departments (and Local PSDs)
- a. Test water for potability/contamination.
  - b. Provide potable water to the Tucker County EOC.
  - c. Work with the Tucker County Health Department to coordinate efforts to provide temporary potable water supplies when necessary.
4. Electricity Providers
- a. Restore power following a disaster.
  - b. Provide electric inspections before persons affected by the emergency return home.
  - c. Assist with fire prevention related to downed power lines.
5. Natural Gas Providers
- a. Shut off/repair broken natural gas lines.
  - b. Ensure that the emergency site is ventilated to disperse accumulations of natural gas.
  - c. Provide natural gas inspections before persons affected by the disaster return home.

#### **IV. DIRECTION AND CONTROL**

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- A. The Engineering and Public Works Coordinator will relocate to the EOC upon its activation. From this location, he/she will provide direction and control for all engineering and public works activities in the county and coordinate with other EOC representatives.

- B. Each operating department will communicate directly with its own field forces, and in turn will keep the EOC informed of all activities performed, personnel and equipment committed, and additional personnel and equipment needed to maintain adequate recovery efforts, via the Engineering and Public Works Coordinator.
- C. Public utility maintenance crew supervisors will maintain communications with the official in charge at the disaster site. They will conform to a schedule of priorities as established by the EOC staff.
- D. The public works official on site should work in concert with the Incident Commander so as not to hinder response operations.

## **V. ADMINISTRATION AND LOGISTICS**

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### A. Administration

- 1. The local OEM Director can give priority to requests by the Engineering and Public Works Coordinator for additional resources and personnel.
- 2. The local OEM Director and the Engineering and Public Works Coordinator must work cooperatively to develop procedures for hiring contractors to assist in response and recovery operations.
- 3. As part of right-of-way and other agreements with property owners at the time a utility system was installed, utility providers have access to their systems for routine maintenance and emergency repairs. These agreements may be utilized during disaster situations. Use of additional property for access, equipment staging, etc. must be negotiated at the time it is needed.
- 4. The Engineering and Public Works Coordinator will document all work done at the worksite, including man hours, equipment hours, materials and supplies consumed, and any damage incurred.

### B. Logistics

- 1. Reports and Records
  - a. Involved agencies and departments will maintain logs, reports, and records on a routine basis.
  - b. All documentation and agreements should be turned into the County Administrator. The County Coordinator will coordinate with the OEM Director for reimbursement requests, as necessary.

2. Tests and Exercises
  - a. Engineering and public works personnel should participate in full-scale disaster response exercises as they are scheduled locally and, in orientation, tabletop and functional exercises as necessary.

## **VI. CONTINUITY OF GOVERNMENT**

- A. The line of succession for the Engineering and Public Works Coordinator is as follows:
  1. Tucker County Engineer
  2. Chief Deputy Engineer
  3. Designated Staff Member
- B. In the event that the primary site(s) for the agencies described in this annex are damaged or destroyed, alternate sites have been designated.

## **VII. PLAN DEVELOPMENT AND MAINTENANCE**

- A. The heads of all engineering and public works agencies (County Engineer, City Engineer, Street and Utilities Departments) are responsible for reviewing this annex and submitting new/updated information to the county OEM Director on an annual basis commencing one (1) year from the approval date of this document or more often as necessary.

## **VIII. LIST OF APPENDICES**

- Appendix 1 – Authorization for Removal of Debris  
Appendix 2 – Right of Entry Agreement

## **IX. AUTHENTICATION**

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Date

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Tucker County Engineer