

# SA 6: Debris Management

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## 1.0 Introduction

### Coordinating Agencies:

- Lewis & Clark County Disaster & Emergency Services (LCCO DES)
- City & County Public Works
- City-County Health Department

### Cooperating Agencies:

- All City & County Departments
- American Red Cross (ARC)
- Capitol City Amateur Radio Club (CCRC)/Amateur Radio Emergency Services (ARES)
- Local Volunteer Organizations (NGOs, CBOs, FBOs, CERT etc.)
- Montana Disaster & Emergency Services (MTDES)
- Montana Department of Transportation (MDT)
- Montana Department of Natural Resources (DNRC)
- Montana Department of Environmental Quality (DEQ)

### 1.1 Purpose

The purpose of this annex is to facilitate and coordinate the removal, collection, and disposal of debris following a disaster; and to mitigate against any potential threat to the health, safety, and welfare of the impacted citizens in Lewis & Clark County. It is not intended to define Standard Operating Procedures/Guidelines (SOP/SOGs) for any particular agency, but to provide a framework for operations.

### 1.2 Scope

This annex applies to local government entities in Lewis & Clark County and the incorporated cities of Helena & East Helena.

### 1.3 ESF Activation & Plan Maintenance

This annex may be activated independently or in conjunction with other Annexes, depending on the needs of the situation.

The primary responsibility for development and maintenance of this annex is that of LCCO DES with support from all supporting agencies and departments.

This annex should be reviewed and revised annually, unless significant changes warrant earlier revision. Continued and regular revision and updating should keep this document valid and useful. Regular testing and exercising should establish the groundwork for efficient and expeditious delivery of assistance in times of emergency or disaster.

### 1.4 Policies

- ❖ This annex is effective upon approval.
- ❖ The Commissioners have the authority to declare a State of Emergency within their jurisdictions and the responsibility to request a state or federal declaration if appropriate. *Requests for State or Federal assistance must go through the DESC.*
- ❖ The County Health Officer has broad authority over matters of public health to include air and water quality concerns, food supplies, wastewater systems, and disease prevention.
- ❖ The County Coroner's Office is the lead agency for the collection, storage, and disposition of all human remains and their personal effects.
- ❖ Local officials have the authority to condemn buildings as unsafe to occupy.

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- ❖ State, County, or City law enforcement agencies working in conjunction with the MTDOT and County Roads Department can enforce the closure of roads and rerouting of traffic if necessary.
- ❖ All organizations are responsible for the development and maintenance of their own internal guidelines, plans and notification procedures. No part of this annex is intended to supplant agency SOP/SOGs.

## 2.0 Situation & Assumptions

### 2.1 Situation

- ❖ Lewis & Clark County has the potential to experience damages caused by a major emergency/disaster. Natural and man-made disasters precipitate a variety of debris that includes, but is not limited to, such things as trees, sand, gravel, building/construction materials, vehicles, personal property, etc. HAZUS estimates suggest that a 6.3 earthquake in the Helena area may generate up to 1.4 million cubic yards of debris.
- ❖ The quantity and type of debris generated from any particular disaster is a function of the location and kind of event experienced, as well as its magnitude, duration, and intensity. Major floods in the Helena Valley and East Helena have not generated unmanageable amounts of debris to date. A major earthquake in Helena and East Helena, because of the concentrated urban development, is most likely to produce an enormous amount of debris that demands immediate attention.
- ❖ The quantity and type of debris generated, its location, and the size of the area over which it is dispersed directly impacts the type of collection and disposal methods used to address the debris problem, associated costs incurred, and the speed with which the problem can be addressed.
- ❖ In a major or catastrophic disaster, many state agencies and local governments have difficulty in locating staff, equipment, and funds to devote to debris removal, in the short as well as long term. Mutual aid and contracts with contractors should help to alleviate this problem. State law authorizes jurisdictions and departments to enter into mutual aid during a disaster or emergency without a written mutual aid contract. This should allow the agency in need of assistance to request aid from surrounding communities to clear debris following a disaster.
- ❖ Recycling should be considered as a priority in the debris management program to eliminate land filling. Incineration may be used when permitted by the Department of Environmental Quality (DEQ).

### 2.2 Assumptions

- ❖ Even during disasters and emergencies, there is an expectation by the public that government will continue to provide its normal services.
- ❖ Those services that directly impact the preservation of life, property, and the environment will be given the highest priorities for receiving resources.
- ❖ Private contractors can play a significant role in the removal, collection, reduction, and disposal of debris.
- ❖ Local Government may be competing with business industry and the public in general, for limited resources after a disaster which could delay the recovery of local services.
- ❖ Public Works will be able to organize and carry out debris clearance in the aftermath of an emergency, but may require external assistance in debris removal if there are large quantities of debris or if debris includes hazardous materials.
- ❖ Damage to chemical plants, power lines, sewer and water distribution systems, and secondary hazards, such as fires, could result in health and safety hazards that may pose a threat to public safety.
- ❖ Local landfills and waste disposal facilities may be inadequate to deal with large amounts of debris and it may be necessary to use alternate methods and facilities for disposal.
- ❖ The jurisdiction may have insufficient resources to remove the debris created by a major emergency or disaster and accomplish other recovery tasks.

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- ❖ Citizens will assist in removing debris from the immediate area of their homes and businesses, but will generally need government assistance in hauling it away for disposal.
- ❖ Citizens are often willing to help their neighbors in removing debris; proper public information can encourage such cooperative action, speeding up the process and reducing costs.

### 3.0 Concept of Operations

#### 3.1 General

- ❖ City and County Public Works Departments are responsible for managing the debris removal function. Public Works personnel should work in conjunction with designated support agencies, utility companies, waste management firms, and trucking companies to facilitate the debris clearance, collection, reduction, and disposal needs of Lewis and Clark County following a disaster.
- ❖ Debris removal teams should address the elimination of debris related threats to public health and safety. This may include such things as the repair, demolition, or barricading of heavily damaged and structurally unstable buildings, systems, or facilities that pose a danger to the public. Any actions taken to mitigate or eliminate the threat to the public health and safety must be closely coordinated with the owner or responsible party.
- ❖ Because of the limited quantity of resources and service commitments following the disaster, the cities and county will likely be relying heavily on private contractors to remove, collect, and manage debris for reuse, resource recovery, reduction, and disposal. Using private contractors instead of government workers in debris removal activities has a number of benefits. It shifts the burden of conducting the work from local government to the private sector, freeing up government personnel to devote more time to their routine work. Private contracting also stimulates the local economy impacted by the disaster, and it maximizes the local governments' level of financial assistance from the Federal government. Private contracting allows local governments to focus their contract services to their specific needs. The entire process (i.e., clearance, collection, transporting, reduction, and disposal, etc.) or segments of the process may be contracted out.
- ❖ The Public Works Departments should develop and maintain a list of approved contractors who have the capability to provide debris removal, collection, and disposal in a cost effective, expeditious, and environmentally sound manner following a disaster. The listing should categorize contractors by their capabilities and service area to ensure their effective utilization and prompt deployment following the disaster.

#### Direction & Control

- ❖ The Public Works Departments will be responsible for coordinating debris removal operations within their jurisdictions. The departments' may form a Unified Command to manage the removal of debris from public property as well as from private property when it is determined to be in the public interest.
- ❖ The debris removal process must be initiated promptly and conducted in an orderly, effective manner in order to protect public health and safety following a major or catastrophic event.
- ❖ Debris Removal operations should be coordinated with EOC operations in order to avoid duplication of effort.
- ❖ The Cities of Helena and East Helena will likely use snow routes to establish road priorities for debris clearance, and the county will likely use school bus routes (as available).

#### Debris Removal & Disposal

##### **Emergency Roadway Clearance**

- ❖ Clear debris from major arterial roads in order to provide access for emergency vehicles and resources into the impacted area;
  - ◆ Following a disaster the top priority is to clear major roads and routes providing access to key population support facilities such as hospitals, to allow for the movement of emergency vehicles, resumption of critical services and damage assessment. Emergency roadway clearance also facilitates the deployment of external

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response elements and delivery of emergency equipment and supplies. In initial roadway debris clearance, debris is normally pushed to the side of the road and no attempt is made to remove or dispose of it.

- ◆ In this phase, crews equipped with chain saws will generally be needed to cut up downed trees, and heavy equipment will be needed to move the remains. If possible, heavy equipment used for moving debris should be equipped with protective cabs and all personnel should wear protective equipment. Fire hydrants, driveway cutouts and utility valves should be left unobstructed; and
- ❖ As electrical systems are often damaged by the same hazards that create substantial debris, debris management crews may need to coordinate their efforts to remove debris with utility crews.

### **Debris Removal from Public Property**

- ❖ In the aftermath of a disaster, debris may have to be removed from a variety of public areas including:
  - ◆ Roads and rights of way;
  - ◆ Government buildings, grounds and parking lots; and
  - ◆ Storm drainage systems and reservoirs.
- ❖ If the emergency situation resulted in a Presidential Disaster Declaration, expenses of debris removal from public property may be partially reimbursed by the federal government if the debris must be removed to:
  - ◆ Eliminate immediate threats to life, public health and safety;
  - ◆ Eliminate immediate threats of significant damage to improved public or private property; and
  - ◆ Ensure economic recovery of the affected community.
- ❖ As large-scale debris removal and disposal operations can be extremely costly, it is vital to determine if federal assistance will be provided and the rules that apply to such assistance before commencing debris removal operations.

### **Critical Facilities:**

- ◆ Law Enforcement Center, 221 Breckenridge.
- ◆ St. Peter's Hospital, 2474 Broadway.
- ◆ Fire Departments.
- ◆ City and county shops.
- ◆ Water and Wastewater treatment plants.
- ◆ Qwest, 441 S. Park and Chestnut St.
- ◆ City-County Bldg., 316 N. Park.
- ◆ National Guard Armory, Ft. Harrison
- ◆ Capitol and adjacent Buildings (priority to be determined by the state).
- ◆ East Helena City Hall, Main St.
- ◆ Schools (priority to be assigned by the superintendent).
- ◆ Lewis and Clark County Landfill.
- ◆ City transfer station.

### **Debris Removal from Private Property**

- ❖ Debris removal from private property, including demolishing condemned structures, is generally the responsibility of the property owner and the cost may be wholly or partially covered by insurance. If there has been a Presidential Disaster Declaration and debris on private property is so widespread that public health, safety or the economic recovery is threatened, local government may be partially reimbursed for the cost of debris removal from private property.
- ❖ The City normally has the responsibility for picking up and disposing of debris from private property placed at the curb and bears the cost for the effort.

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### Preparation for Debris Removal

- ❖ Considerable time and labor can be saved in the debris removal process by sorting debris from public property and encouraging the public to sort from private property before it is picked up. A proactive public outreach program should advise the public of the actions they can take to facilitate pickup including:
  - ◆ Sorting debris into categories (See [Attachment 4: Debris Classifications](#));
  - ◆ Placing sorted debris piles curbside;
  - ◆ Keeping debris out of the road and away from fire hydrants and utility services; and
  - ◆ Disposing household garbage in normal refuse containers.

### Estimating the Amount of Debris

- ❖ In determining the means to be used to remove and dispose of debris, it is essential that local officials have a reasonable estimate of the amount of debris that must be removed and eventually disposed of.

### Determining Debris Removal Strategy

- ❖ After an estimate of the amount of debris that needs to be removed is made, options for removing the debris should be evaluated in terms of their cost and timeliness.
- ❖ The general strategies for debris removal and processing are:

#### 1. Removal and processing of debris by local government

##### *Advantages*

- Direct government control

##### *Disadvantages*

- Normally requires diversion of significant government resources from regular functions and makes them unavailable for other recovery tasks;
- Speed of debris removal may be constrained by the government equipment and personnel available; and
- Local government may lack specialized equipment and skills needed to carry out all aspects of debris removal.

#### 2. Removal and processing of debris by contractors:

##### *Advantages*

- Speed of debris removal may be increased by contracting for additional resources
- If local contractors are used, may provide local economic benefit

##### *Disadvantages*

- Requires detailed contracts
- Requires extensive oversight and inspection

#### 3. Removal and processing of debris by a combination of local government and contractors.

- ❖ If contractors will be used, the disaster area should be divided into geographical sectors for control purposes and bids solicited based on the estimated quantity of debris in each sector. In defining sectors, it is desirable to group properties of like type, construction and with similar vegetation together. This should also facilitate estimating the quantity of debris that needs to be removed.
- ❖ Debris may be removed by one time collection of all debris at each property or using multiple passes to collect different types of material that have been pre-sorted by the property owner.

### Establishing Temporary Debris Storage and Reduction (TDSR) Facilities

- ❖ The effective disposal of large quantities of disaster debris requires that suitable temporary storage and volume reduction facilities are established. Such facilities hold debris until it can be sorted, reduced in volume and

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dispatched to an appropriate disposal facility. Sorting and volume reduction can significantly reduce the costs of disposing of debris and preventing potentially serious environmental problems.

- ❖ TDSR facilities sort debris and send it to the most appropriate facility for treatment or disposal. Sorting is needed to separate burnable from non-burnable materials and segregate hazardous products for disposal at authorized facilities and identify debris that can be burned, chipped or ground, recycled or simply disposed of at a landfill, without treatment.
- ❖ The volume of debris can be greatly reduced by a variety of methods, including:
  - ◆ **Incineration.** This method includes open burning, use of air curtain pit incineration (trench burners), or use of portable air curtain incinerators. Incineration of burnable debris typically reduces its volume by 95 percent. Due to local burning policies, a disaster declaration may need to be declared before any incineration operations are considered.
  - ◆ **Chipping and grinding.** Chipping and grinding is appropriate for clean, woody debris and typically reduces the volume by 75 percent. However, chipping and grinding usually costs as much as incineration and unless the resulting mulch can be disposed of without cost or at a profit, local government may incur additional costs to have residual material hauled to a landfill.
  - ◆ **Recycling.** Recycling debris may present an opportunity to reduce the overall cost of disposal. Metals, lumber and soil are the most likely candidates for recycling. Before local government attempts to operate a recycling operation, it is essential to determine if there is, in fact, a market for the materials sorted out in the recycling process; otherwise the output may simply have to be hauled to a landfill. Specialized contractors may be willing to undertake recycling, particularly for large amounts of debris that are well sorted.

### Site Selection

- ❖ Among the criteria that are pertinent in selecting TDSR facilities are:
  - ◆ Preferably government owned.
  - ◆ Large enough to accommodate a storage area, a sorting area, and volume reduction operation area(s).
  - ◆ Reasonable proximity to disaster areas and debris disposal sites.
  - ◆ Good road access.
  - ◆ Not in a residential area or in the vicinity of schools, churches, or other facilities with concentrations of the population.
  - ◆ Not in an environmentally sensitive area, such as wetlands or a water well field.
- ❖ The selection of specific sites to be used for TDSR facilities will normally be made by a team of local, state, and where appropriate, federal personnel, who are familiar with the local area and the specific environmental regulations governing such facilities.
  - ◆ The area north of the county landfill could be designated as a Class 4 landfill if approved by DEQ. A total of 35 acres would be required for 1.4 million cubic yards of debris.
  - ◆ City-County Sanitation, Inc. has about 60 acres of landfill that could be used for storage and recycling.
- ❖ The cost of burying the debris in a landfill should be prorated between jurisdictions affected by the disaster.

### **Public Information and Instructions**

- ❖ In the aftermath of an emergency situation, the Public Information staff should provide the public with detailed information on debris removal and disposal plans and procedures/guidelines. Providing appropriate instructions to the public concerning debris removal can significantly reduce the time and costs involved. Public information on debris removal must start as soon as possible after the disaster – before people start moving and stacking large amounts of debris.
- ❖ Public instructions should encourage citizens to:
  - ◆ Assist their neighbors, particularly the elderly or infirm, in removing debris;
  - ◆ Move debris to curbside for pickup;

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- ◆ Separate debris into categories determined by local officials; and
- ◆ Keep debris piles away from fire hydrants and utility valves.
- ❖ Public information should keep citizens advised of:
  - ◆ Debris pickup schedules and the system of pick up, if various types of debris will be picked up on different days; and
  - ◆ Self help disposal guidelines for citizens and businesses that wish to haul their own debris to a debris storage area or landfill.
- ❖ The normal methods of public information dissemination through the media should be used to provide information to the public. If loss of electric power has occurred, extra effort must be made to reach those without power using door hangers, flyers, signs and if necessary door-to-door outreach.

### **3.2 Notifications**

- ❖ The Coordinating Agency representative should notify Cooperating Agency representatives as appropriate of EOC activations and request that representatives report to the EOC to coordinate Damage Assessment support activities. This is typically accomplished by radio broadcast, digital pager or telephone contact.

### **3.3 Preparedness**

- ❖ Review and update plans, standard operating procedures/guidelines, generic contracts, and checklists relating to debris removal, storage, reduction, and disposal process.
- ❖ Alert local departments that have debris removal responsibilities ensuring that personnel, facilities, and equipment are ready and available for emergency use.
- ❖ Relocate personnel and resources out of harm's way and stage in areas where they can be effectively mobilized.
- ❖ Review potential local, regional, and debris staging and reduction sites that may be used in the response and recovery phases.
- ❖ Review resources listing of private contractors who may assist in debris removal process. Make necessary arrangements to ensure their availability in the event of the disaster.

### **3.4 Response**

- ❖ Activate debris management plans.
- ❖ Begin documenting costs.
- ❖ Coordinate and track resources (public and private).
- ❖ Establish priorities regarding allocation and use of available resources.
- ❖ Monitor debris going into the landfill(s) use scales to measure the weight of the debris for documentation.
- ❖ Identify and establish temporary debris storage and disposal sites (e.g. parks, empty lots, fields, etc). Temporary sites should:
  - ◆ Be on public property when feasible to facilitate the implementation of the mission and mitigate against any potential liability requirements.
  - ◆ Be readily accessible by recovery equipment.
  - ◆ Not require extensive preparation or coordination of use.
- ❖ Address any legal, environmental, and health issues relating to the debris removal process.
- ❖ Continue to keep public informed through the Public Information Officer (PIO). The public should be informed through the media how to expedite the cleanup process by:
  - ◆ separating flammable and nonflammable debris;
  - ◆ segregating household hazardous wastes;

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- ◆ placing debris at the curbside or hauling it to disposal sites;
  - ◆ keeping debris piles away from hydrants and valves;
  - ◆ reporting illegal dump sites and illegal dumping;
  - ◆ segregating materials that may be recycled.
- ❖ Announce debris pick-up schedules on a regular basis.

### 3.5 Recovery

- ❖ Continue to collect, store, reduce, and dispose of debris generated from the event in a cost-effective and environmentally responsible manner.
- ❖ Continue to document costs.
- ❖ Upon completion of debris removal mission, close out debris storage and reduction sites by developing and implementing the necessary site restoration actions.
- ❖ Perform necessary audits of operation and submit claims for state and federal assistance.
- ❖ Participate in post-disaster briefings.
- ❖ Revise plans accordingly.

### 3.6 Mitigation

- ❖ Develop and enforce adequate building codes.
- ❖ Develop and enforce adequate land use regulations.
- ❖ Develop hazard analysis.
- ❖ Develop potential mitigation measure to address the hazards identified in the analysis

## 4.0 Organization & Responsibilities

### 4.1 Organization

As mentioned in other annexes, the Incident Command System (ICS) should be used both on scene and in the EOC to organize and manage staff during large-scale incidents in Lewis & Clark County.

### 4.2 Responsibilities

The following responsibilities should be clearly outlined in agency guides and internal documents:

#### Coordinating Agencies

- ❖ Assign a representative as the Debris Management Unit Leader, who
  - ◆ Will supervise debris clearance from the public right-of-way;
  - ◆ Will coordinate debris management for public and private entities, and
  - ◆ Will oversee the repair and restoration of key facilities and systems following a disaster/emergency.
- ❖ Develop sample contracts with generic scopes of work to expedite the implementation of debris management strategies;
- ❖ Develop mutual aid agreements with other state agencies and local governments, as appropriate;
- ❖ Identify and pre-designate potential debris storage sites for the type and quantity of debris anticipated following a catastrophic event;
- ❖ Pre-identify local and regional critical routes in cooperation with contiguous and regional jurisdictions;

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- ❖ Develop site selection criteria checklists to assist in identification of potential debris storage sites;
- ❖ Identify and coordinate with appropriate regulatory agencies regarding potential regulatory issues and emergency response needs;
- ❖ Establish debris assessment process to define scope of problem;
- ❖ Develop and coordinate prescript announcements with Public Information Office (PIO) regarding debris removal process, collection times, storage sites, use of private contractors, environmental and health issues, etc.;
- ❖ Upon completion of debris removal mission, close out debris storage and reduction sites by developing and implementing the necessary site remediation and restoration actions;
- ❖ Perform necessary audits of operation and coordinate with ESF 5 (Emergency Management) to submit claim for federal assistance;
- ❖ In conjunction with ESF 1 (Transportation), determine the transportation requirements necessary to conduct debris removal operations.
- ❖ Determine the capability of the landfill(s) to accept disaster debris or establishing burn sites for disaster debris;
- ❖ In conjunction with ESF 7 (Resource Support), contract with local vendors to conduct immediate debris removal operations and when the debris removal capacity exceeds local capabilities; coordinate with national companies to conduct debris removal;
- ❖ In conjunction with ESF 1 (Transportation), determine the priority for clearing the road system in the county; and
- ❖ Conduct the appropriate tests to confirm that water quality is maintained following the disaster.

### **Cooperating Agencies**

#### **ESF 1 (Transportation)**

- ❖ Assist in obtaining transportation assistance as needed in the removal and disposal of disaster debris; and
- ❖ In conjunction with ESF 3 (Public Works), determine the priority for clearing the road system in the county.

#### **City/County Attorneys**

- ❖ Identify and address potential legal, environmental, and health issues that may be generated during all stages of the debris removal process; and
- ❖ Develop the necessary right-of-entry and hold harmless agreements indemnifying all levels of government against any potential claims.

#### **ESF 2 (Communications) and ESF 15 (Public Information)**

- ❖ Coordinate with ESF 3 (Public Works) or the Debris Management Unit Leader on developing detailed information on debris removal and disposal plans and procedures/guidelines;
- ❖ Utilize multiple media sources such as Public Service Announcements (PSAs), flyers, and press releases, and
- ❖ Develop and coordinate pre-scripted announcements with ESF 3 on debris removal process, collection times, storage sites, use of private contractors, and environmental and health issues.

#### **ESF 4 (Firefighting)**

- ❖ Conduct an immediate assessment on the capability and availability of firefighting resources in the county;
- ❖ Determine the need for firefighting services with ongoing fires as a result of the disaster; and
- ❖ Assist in the coordination of ESF 10 (Hazardous Materials) operations in the City during the debris management process.

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### ESF 7 (Resource Support)

- ❖ With the support of ESF 3 (Public Works), contract with local vendors to conduct immediate debris removal operations and when the debris removal capacity exceeds local capabilities; coordinate with national companies to conduct debris removal;
- ❖ Coordinate with ESF 12 (Energy) to determine the number of residents without power so that adequate quantities of relief supplies can be ordered; and
- ❖ Coordinate with all support agencies to ensure that adequate resources are available to conduct recovery operations.

### ESF 13 (Public Safety & Security)

- ❖ Responsible for evacuation and traffic control.

### Montana Disaster & Emergency Services (DES)

- ❖ Coordinate assistance to local government and mobilization of resources per the provisions of the [Montana Emergency Response Framework](#).

### Federal Emergency Management Agency (FEMA)

- ❖ Administers assistance to the state pursuant to [PL 93-288 of the Disaster Relief Act of 1974, Section 417](#).

## 5.0 Authorities and References

### 5.1 Authorities

- ❖ See [Section 5.1](#) of Basic Plan.

### 5.2 References

- ❖ See [Section 5.2](#) of Basic Plan.
- ❖ **Lewis and Clark County, Montana. November, 2005.** Annex K: Debris Management
- ❖ **City of Roanoke, Virginia. September, 2007.** Debris Management Support Annex.
- ❖ **Target Capabilities List. September 2007.** Economic & Community Recovery.

**6.0 Attachments**

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## Attachment 1: Acronyms

Acronym	Meaning
ARC	American Red Cross
ARES	Amateur Radio Emergency Services
CBO	Community Based Organization
CCRC	Capitol City Radio Club
CEO	Chief Executive Officer ( <i>also Chief Elected Official</i> )
CERT	Community Emergency Response Team
CHO	County Health Officer
DAG	Damage Assessment Group
DAT	Damage Assessment Team
DEQ	Dept. of Environmental Quality
DES	Disaster And Emergency Services
DESC	DES Coordinator
DNRC	Dept. of Natural Resources & Conservation (Montana)
DPHHS	Dept. of Public Health & Human Services
DSR	Damage Survey Report
EOC	Emergency Operations Center
ESF	Emergency Support Function
FBO	Faith Based Organization
FEMA	Federal Emergency Management Agency
FOUO	For Official Use Only
HAZMAT	Hazardous Material
IC	Incident Commander
ICS	Incident Command System
LCCO	Lewis & Clark County
MDT	Montana Department of Transportation
MTDES	Montana Disaster & Emergency Services
NGO	Non Governmental Organization
PIO	Public Information Officer
PSA	Public Safety Announcement
SOP/SOG	Standard Operating Procedures/Guidelines
TDSR	Temporary Debris Storage and Reduction

## Attachment 2: Definitions

**Critical Infrastructure** – An interdependent network of vital physical and information facilities, networks, and assets, including in the telecommunications, energy, financial services, water, and transportation sectors, that private business and the Government rely upon. Critical infrastructures are those systems and assets so vital to the Nation that their incapacity or destruction would have a debilitating impact on national security (including national economic security) and/or national public health or safety.

**Facilities** – Locations where an organization’s leadership and staff operate. Leadership and staff may be co-located in one facility or dispersed across many locations and connected by communications systems. Facilities should be able to provide staff with survivable protection and should enable continued and endurable operations.

**HAZUS:** is a nationally applicable standardized methodology software developed by FEMA that contains models for estimating potential losses from earthquakes, floods, and hurricanes. Hazus uses Geographic Information Systems (GIS) technology to estimate physical, economic, and social impacts of disasters.

**Individual Assistance.** Financial or housing assistance provided to citizens or businesses who suffer losses in a disaster. The housing assistance is only for citizens.

**Interagency Agreements** – A written agreement entered into between agencies that require specific goods or services to be furnished or tasks to be accomplished by one agency in support of the other.

**Public Assistance.** Financial assistance to repair facilities and infrastructure provided to governments, public institutions, and certain private non-profit agencies that provide essential services of a governmental nature.

**Recovery** – The implementation of prioritized actions required to return an organization’s processes and support functions to operational stability following an interruption or disaster.

## Attachment 3: Critical Facilities For Inspection And Repair:

### Buildings

1. Law Enforcement Center, (EOC) 221 Breckenridge
2. Helena Fire Departments: 300 Neill and 650 N. Hannaford
3. Fire departments in the Helena Valley
4. St. Peter's Hospital, 2475 Broadway
5. Helena Regional Airport Terminal and Police sub-station, 2850 Skyway Dr.
6. City-County Building, 315 N. Park
7. Cooney Home, 2555 Broadway
8. Big Sky Care Center, 2475 Winne
9. Helena Nursing Home, 25 S. Ewing
10. Qwest, 441 S. Park
11. Northwestern Energy, 1315 N. Main
12. The Gateway Center and other buildings required for shelters
13. Masonic Home, 2010 Masonic Home Dr.
14. Rossiter School, 1497 Sierra Rd. E.
15. Warren School, 2690 York Road
16. Darcy School, 990 Lincoln Rd. W.
17. Kessler School, 4222 Hwy. 12 W.

*State buildings should be assessed by the Building Codes Division.*

### Water Supplies

1. Waste Water Treatment Plant, 1708 Custer
2. Water Treatment Plant, 2560 Canyon Ferry Road
3. Ten-Mile Water Treatment Plant, Hwy. 12 W. and Rimini Road
4. Hale, Woolstein, and Malbin Water Reservoirs in Helena
5. Chessman and Scott Reservoirs above Rimini.

### HazMat Storage Sites

1. Great Western Chemical Co., 2000 Boulder
2. Columbia Chemical Co., 1500 N. Montana
3. Northern Energy, 2200 Airport Road
4. Allen Oil Co., 1300 Phoenix
5. Decorative Industrial Plating, 2531 Dodge
6. Conoco and Exxon Bulk Plants, Hwy 12 E.

### East Helena

1. Sewage Treatment Plant, Valley Dr.
2. City Hall, 306 E. Main St.
3. Water System, Valley Drive
4. American Chemet
5. Radley School, 226 Clinton
6. Eastgate School, Lewis and Lake Helena Dr.
7. East Valley Middle School, 400 N. Kalispell

*Public building and residences should be inspected following the survey of essential buildings and facilities.*

## Attachment 4: Debris Classifications

To facilitate the debris management process, debris should be segregated by type. It is recommended that the categories of debris established for recovery operations be standardized. Modifications to these categories can be made as needed. Hazardous and toxic materials/contaminated soils and debris generated by the event must be handled in accordance with federal, state, and local regulations.

- ❖ **Burnable Materials:** Burnable materials are of two types with separate burn locations:
  - ♦ **Burnable Debris:** Burnable debris includes, but is not limited to, damaged and disturbed trees; bushes and shrubs; broken, partial broken and severed tree limbs; and bushes. Burnable debris consists predominately of trees and vegetation. Burnable debris does not include garbage or construction and demolition materials debris.
  - ♦ **Burnable Construction Debris:** Burnable construction and demolition debris consists of non-creosote structural timber, clean, unpainted wood products, and other materials designated by the coordinating agency representative. DEQ is the coordinating agency. The Air Quality Bureau issues burn permits and the Solid Waste Bureau determines what can be burned.
- ❖ **Non-Burnable Debris:** Non-burnable construction and demolition includes, but is not limited to, creosote timber, plastic, glass, rubber and metal products, sheet rock, roofing shingles, carpet, tires, and other materials as may be designated by the coordinating agency. Garbage is considered non-burnable debris.
- ❖ **Stumps:** Stumps are tree remnants exceeding 24 inches in diameter, but no taller than 18 inches above grade, to include the stump ball. Any questionable stumps should be referred to the designated coordinating agency representative for determination of its disposition. Stumps should be ground up in a tub grinder or buried.
- ❖ **Ineligible Debris:** Ineligible debris to remain in place includes, but is not limited to, chemicals, petroleum products, paint products, asbestos, and power transformers. Any material that is found to be classified as hazardous or toxic waste (HTW) should be processed through standard county removal policies. Standing broken utility poles, damaged and downed utility poles and appurtenances, transformers and other electrical material should be reported to the coordinating agency representative. Emergency workers must exercise due caution with existing overhead and underground utilities and above ground appurtenances, and advise the appropriate authorities of any situation that poses a health or safety risk to workers on site or to the general population.
- ❖ **Animal Carcasses:** Animal Carcasses may be either burned or buried. Either option should be completed as soon as possible. This may be accomplished under the guidance from Lewis & Clark County Public Health Department and/or Department of Environmental Quality.