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CITY OF MORGAN HILL EMERGENCY COMMUNICATION PLAN

Effective March 24, 2017

FOR: Wastewater Trunk Line Overspill in San Martin

PURPOSE: In the event of a future wastewater spill this communication plan will facilitate notification of the affected San Martin area.

Overview: Wastewater from the City of Morgan Hill travels in a wastewater trunk line through San Martin to the Wastewater Treatment Plant located in the City of Gilroy, where it is treated and discharged. This plant is owned and operated by the South County Regional Wastewater Authority (SCRWA), under a Joint Powers Agreement with the cities of Morgan Hill and Gilroy.

The trunk line travels through the area of San Martin south of California and north of Day Road, west of Monterey Road and east of Santa Teresa. The wastewater trunk line that travels from Morgan Hill through San Martin to Gilroy is owned jointly by the City of Morgan Hill and the City of Gilroy. For the purposes of this communication plan, the City of Morgan Hill Utilities Department shall be the point of contact.

Issue: During significant rain events the wastewater trunk line running through San Martin can, and has in the past, become overwhelmed due to infiltration of storm water into the wastewater system. This can cause the trunk line to overflow out of the system manholes in the area of Harding Avenue between Cox and Highland, resulting in raw sewage spilling on to properties adjacent to the trunk line.

Key Message: Stay clear of sewage or flood waters that may potentially contain sewage. Sewer problems can pose a risk to human health, the environment and private property.

**This communication plan relies upon collaborative partnership between the City of Morgan Hill and San Martin residents in supporting the sharing of information.*

COMMUNICATION PLAN IN THE EVENT OF WASTEWATER SPILL IN SAN MARTIN:

When	Action	Communication Resource	Responsible Party	Comments
<p>Prior To Event (Within 24 hours of potential for overspill whenever possible)</p>				
	<p>Share the information for a potential for overspill</p>	<p>Email from the City of Morgan Hill to San Martin residents signed up to receive email updates from the City (Includes notification to County Supervisor Mike Wasserman)</p>	<p>City of Morgan Hill</p>	
		<p>Post to City of Morgan Hill website page for San Martin residents</p>	<p>City of Morgan Hill</p>	
		<p>Forward email to San Martin Neighborhood Alliance members</p>	<p>San Martin Neighborhood Alliance</p>	
		<p>Neighbors contact other neighbors that may not have received email from the City of Morgan Hill</p>	<p>Any San Martin residents that receive email from the City of Morgan Hill</p>	
<p>When Event Occurs (ASAP)</p>				
	<p>Share news of spill, including any safety warnings or precautions and the areas impacted or potentially impacted</p>	<p>Door to door notification for immediately impacted parties</p>	<p>City of Morgan Hill</p>	<p><i>This will not be possible in all circumstances.</i></p>

		Email from the City of Morgan Hill to San Martin residents signed up to receive email updates from the City (Includes notification to County Supervisor Mike Wasserman)	City of Morgan Hill	
		Post to City of Morgan Hill website page for San Martin Neighbors	City of Morgan Hill	
		Forward email to San Martin Neighborhood Alliance members	San Martin Neighborhood Alliance	<i>This may not be reliable if spill occurs at a time when contact San Martin contact is not available.</i>
After Event (ASAP)				
	Share updated information about the overspill and remediation efforts including any actions impacted parties should take	Send Letter by US mail to impacted and potentially impacted residents/property owners.	City of Morgan Hill	
		Email from the City of Morgan Hill to San Martin residents signed up to receive email updates from the City (Includes notification to County Supervisor Mike Wasserman)	City of Morgan Hill	
		Post to City of Morgan Hill website page for San Martin Neighbors	City of Morgan Hill	
		Forward email to San Martin Neighborhood Alliance members	San Martin Neighborhood Alliance	