



EMERGENCY RESPONSE PLAN POLICY

[Effective Date: March 15th, 2026]

RESOLVED, that the Emergency Response Plan set forth below is approved for the Leeds Domestic Waterusers Association (LDWA):

1. Introduction for the Emergency Response Plan
2. Utility Information
 - a. Utility Overview
 - b. Personnel Information
 - c. Safety & Key Local Resources
 - d. Utility & Service Resources
3. LDWA Water System Boundary
4. LDWA Water System
 - a. Springs & Wells
 - b. Water Tanks
 - c. Hydrants
5. Hazard Communication Safety Plan
6. Cybersecurity Mitigation Actions
7. Appendix Examples of Notification Forms for Residents

INTRODUCTION FOR THE EMERGENCY RESPONSE PLAN


This Emergency Response Plan (ERP) has been developed and identifies steps necessary to respond to incidents that require immediate action to remediate. This ERP includes system specific information, notification information, chain of command, communication and notification, alternate water source or alternate treatment source, local emergency planning, coordination, and safety steps.

Coordination and communicating with all first responders prior to an emergency may be one of the most important aspects of executing the ERP. As part of this ERP, Leeds Domestic Waterusers Association (LDWA) has identified the parties who will be needed to help in an emergency situation. Please refer to the following page to identify emergency coordination and relief.

This policy will be reviewed and, if necessary, updated on an annual basis. LDWA staff will be trained on this ERP annually.

UTILITY INFORMATION

Utility Overview

	ENTITY	ADDRESS	PHONE	URL
	(LDWA) Leeds Domestic Waterusers Association	545 N Main St., Unit# 7 Leeds, UT 84746	(435) 879-0278	Click Here ldwacorp.org


Water Station ID#	27010
Owner	LDWA is a Private NON-PROFIT [501(c)(12)], SHAREHOLDER OWNED culinary water utility company serving the citizens of Leeds Utah and is not an extension of local or state government.
Directions to utility from major roadway, include lat./long. coordinates	FROM THE SOUTH: I-15 North to exit 22 for UT-228 N towards Leeds. Turn left ontp UT-22/S Main St. Destination will be on left. FROM THE NORTH: I-15 South to exit 23. Turn left onto Silver Reef Rd. Turn right onto N Main St. Destination will be on right.
Total population and service connections	Population 858 people Existing Connections: 386
Contacts	Mark Osmer, Certified Water Field Manager, cell (435) 772-1970 Doris McNally, VP Board Member, cell (732) 429-4950 Don Fawson, Pres., cell (435) 688-5327

Personnel Information





Emergency

<p>(FIELD)</p> <p>Mark Osmer - Water Master Email: LDWAfieldops@infowest.com Mobile: (435) 772-1970 PO BOX 460502 LEEDS, UT 84746-0502</p> <p>Don Fawson – Board Member, Pres. Email: LDWA-Don@awinets.com Mobile: (435) 688-5327 PO BOX 460656 LEEDS, UT 84746-0656</p>	<p>(OFFICE)</p> <p>Doris McNally – Board Member, V. Pres. Email: LDWA-Doris@awinets.com Mobile: (732) 429-4950 PO BOX 461108 LEEDS, UT 84746-1108</p> <p>Layna Larsen – Treas. & Office Mgr Email: LDWA-Layna@infowest.com Mobile: (702) 277-9687 PO BOX 460599 LEEDS, UT 84746-0599</p>
--	--



Board & Staff

	<p>Don Fawson – Board Member, Pres. Email: LDWA-Don@awinets.com Mobile: (435) 772-1970 PO BOX 460656 LEEDS, UT 84746-0656</p>		<p>Doris McNally – Board Member. V. Pres. Email: LDWA-Doris@awinets.com Mobile: (732) 429-4950 PO BOX 461108 LEEDS, UT 84746-1108</p>
	<p>Brant Jones – Board Member Email: brant@infowest.com Mobile: (435) 632-2925 PO BOX 460962 LEEDS, UT 84746-0962</p>		<p>Michelle Peot – Board Member Email: ldwa-michelle@infowest.com Mobile: (213) 500-9846 PO BOX 460524 LEEDS, UT 84746-0524</p>
	<p>Don Baldwin – Board Member Email: LDWA-Donald@infowest.com Mobile: (435) 232-3560 PO BOX 460611 LEEDS, UT 84746-0611</p>		<p>Layna Larsen – Treas. & Office Mgr Email: LDWA-Layna@infowest.com Mobile: (702) 277-9687 PO BOX 460599 LEEDS, UT 84746-0599</p>
	<p>Dan Brown – Cross Connection Email: LDWA-Dan@infowest.com Mobile: (909) 520-5026 PO BOX 460477 LEEDS, UT 84746-0477</p>		<p>Mark Osmer - Water Master Email: LDWAfieldops@infowest.com Mobile: (435) 772-1970 PO BOX 460502 LEEDS, UT 84746-0502</p>

Law Enforcement







	ENTITY	ADDRESS	PHONE	URL
	Washington County Sheriff's Office	620 S 5300 W Hurricane, UT 84737	Emergency: 9-1-1 Non-Emerg: (435) 634-5730 Office: (435) 656-6500	Click Here
	Highway Patrol	620 S 5300 W Suite 216 Hurricane, UT 84737	Office: (435) 634-2890 Fax: (435) 634-2899	Click Here
	Washington Police Department Washington	135 N 100 E Washington, Utah 84780	Emergency: 9-1-1 Non-Emerg: (435) 634-5730 Office: (435) 986-1515	Click Here
	St. George Police Department St. George	265 N 200 E St. George, UT 84770	Office: (435) 627-4300 Fax: (435) 627-4375	Click Here

Safety & Key Local Resources








	ENTITY	ADDRESS	PHONE	URL
	Hurricane Valley Fire & Rescue	202 E. State St. Hurricane, UT 84737	(435) 635-9562	Click Here
	Washington County Emergency Services	197 E. Tabernacle St. George, UT	(435) 634-5734	Click Here

Leeds Domestic Water Users Association (LDWA)

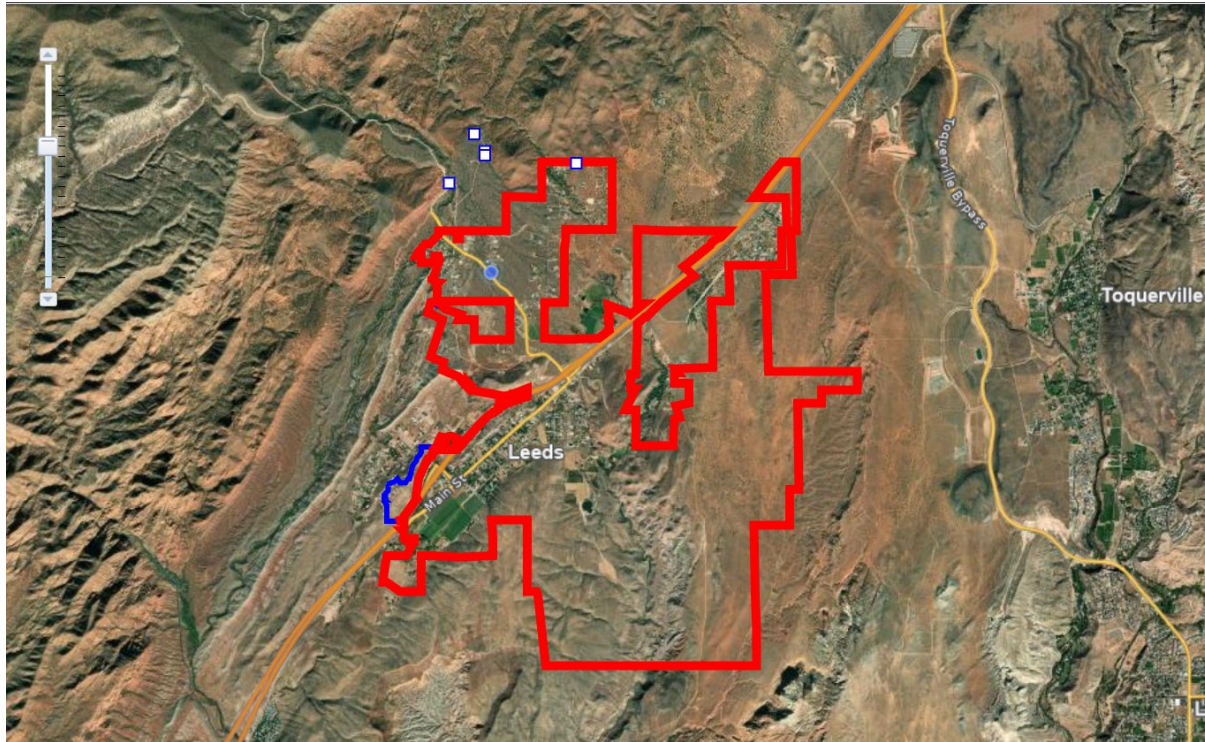
545 N Main Street, Unit# 7 | PO Box 460627 | Leeds, UT 84746
 Phone: (435) 879-0278 | E-Mail: LDWAcorp@infowest.com | Web: ldwacorp.org

	Southwest Utah Public Health Department	620 S. 400 East St. George, UT	(435) 673-3528	Click Here
	Rural Water Association of Utah	14572 S 790 W Ste A203 Bluffdale, UT 84065	(801) 756-5123	Click Here
	Utah State Division of Drinking Water	195 N 1950 W Salt Lake City, UT 84116	(801) 536-4200	Click Here
	Town of Leeds, UT	218 N. Main Street Leeds, UT 84746	(435) 879-2447	Click Here
	EPA Office of Ground Water & Drinking Water	1200 Pennsylvania Ave. Washington, DC 20460	(800) 426-4794	Click Here
	Leeds, UT Post Office	545 N Main Street, Unit #5 Leeds, Utah 84746	(435) 879-8195	Click Link

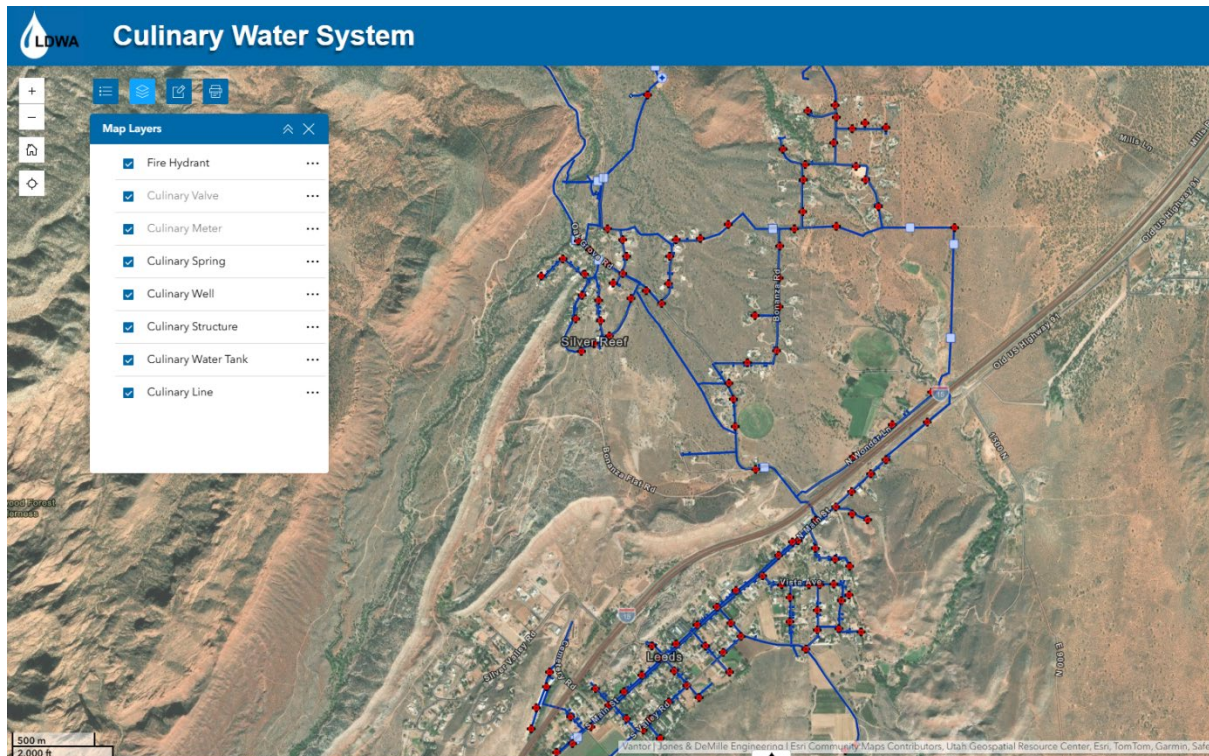
Utility & Service Resources

	ENTITY	ADDRESS	PHONE	URL
	Rocky Mountain Power (Electric Service)	1407 W North Temple Salt Lake City, UT 84116	(877) 508-5088	Click Here
	Infowest (Phone & Internet Service)	435 E Tabernacle St. George, UT 84770	(435) 674-0165	Click Here
	Blue Stakes	148 East 13200 South, Draper, UT 84020	(800) 662-4111	Click Here
	Ahern Rentals (Generators)	1280 Red Ledge Rd. Washington, UT 84780	(435) 628-4100	Click Here
	Beehive Rentals (Generators)	1175 Highland Dr. St. George, UT 84770	(435) 628- 6663	Click Here
	Washington County Water Conservancy (Bulk Water Hauled)	533 East Waterworks Dr. St. George, UT 84770	(435) 673-3617	Click Here
	Scholzen Products (Pipe & Equipment Supplier)	548 W. 100 N. Hurricane, UT 84737	(435) 635-4441	Click Here

LDWA Water System Boundary

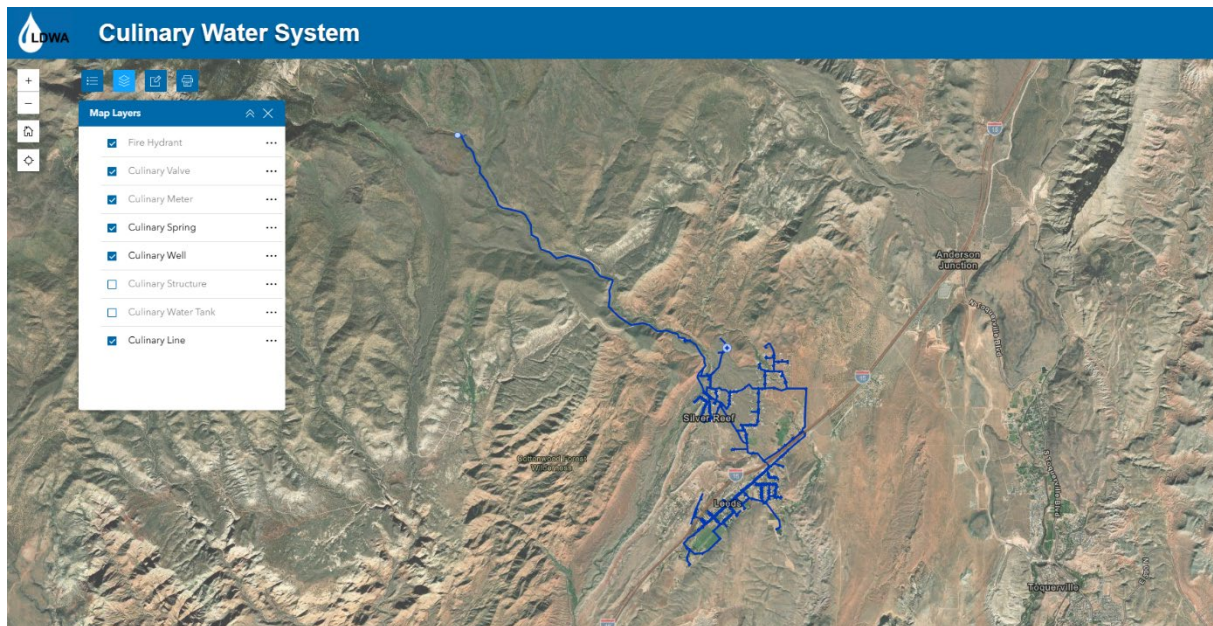


LDWA Water System



Spring & Wells

FACILITY ID	Well Name	Location/Elevation
WS001 ACTIVE	Oak Grove Spring	Lat: 37.2639 Lon: -113.3679 Elev. 3180 ft S 811 ft W 291 ft from E4 cor Sec 36 T40S R14W SL
WS002 ACTIVE	Highlands Well #1	Lat: 37.26701 Lon: -113.36311 Elev: 3984 ft N 320 ft and E 1,137 ft from the W4 Cor of Sec 31, T40S, Range 13W, SL B&M
WS003 INACTIVE	El Dorado Well	Lat:37.26581 Lon:-113.35159 Elev: 3805 ft 58 ft and W 1,368 ft from the E4 Cor Sec 31, T40S, Range 13W, SL B&M
WS004 INACTIVE	Highlands Well #2	Lat: 37.26691 Lon: -113.36314 Elev: 3983 ft N 285 ft and E 1,127 ft from the W4 Cor of Sect 31, T40S, Range 13W, SL B&M
WS005 INACTIVE	Attempted Well	Lat: 37.26876 Lon: -113.3647 Elev: 3967 ft N 970 ft and E 691 ft from the W4 Cor of Sec 31, T40S, Range 13W, SL B&M



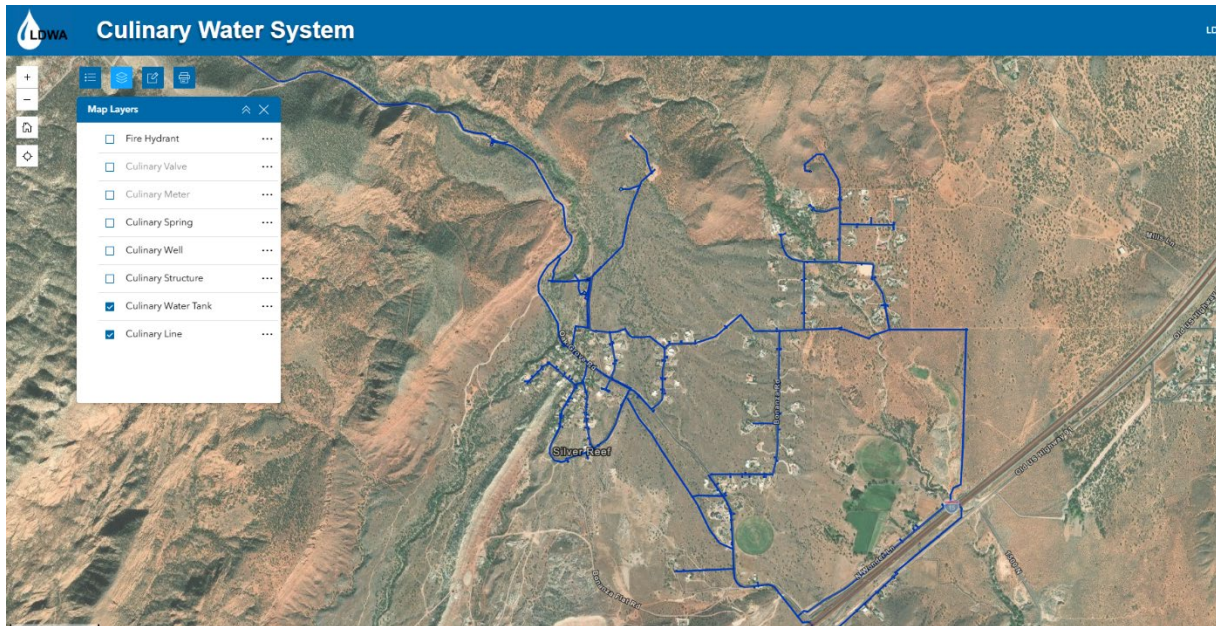
Water Tanks

	FACILITY ID	TANK NAME	TANK NAME (Also Known As)	CAPACITY (Gallons)	HEIGHT (Ft.)	DIAMETER (Ft.)	TYPE
00 LDWA LEEDS DOMESTIC WATER USERS ASSOCIATION	N/A	N/A	Cement Storage Tank	Empty			Above Ground
01 60,000 GALLONS	ST001	060-1 Tank	Large Green Tank	60,000	12	30	Above Ground
02 30,000 GALLONS	ST002	030-2 Tank	Small Green Tank	30,000	12	20	Above Ground

Leeds Domestic Water Users Association (LDWA)

545 N Main Street, Unit# 7 | PO Box 460627 | Leeds, UT 84746
 Phone: (435) 879-0278 | E-Mail: LDWAcorp@infowest.com | Web: ldwacorp.org

03	450,000 GALLONS	ST003	450-3 Tank	Pink Tank	450,000	32	50	Above Ground
04	125,000 GALLONS	ST004	125-4 Tank	Bonanza Tank	125,000	?	?	In Ground
05	350,000 GALLONS	ST005	350-5 Tank	SR Highlands Tank	350,000	18	60	Above Ground
06	120,000 GALLONS	ST006	120-6 Tank	Oak Grove Tank	120,000	?	?	In Ground

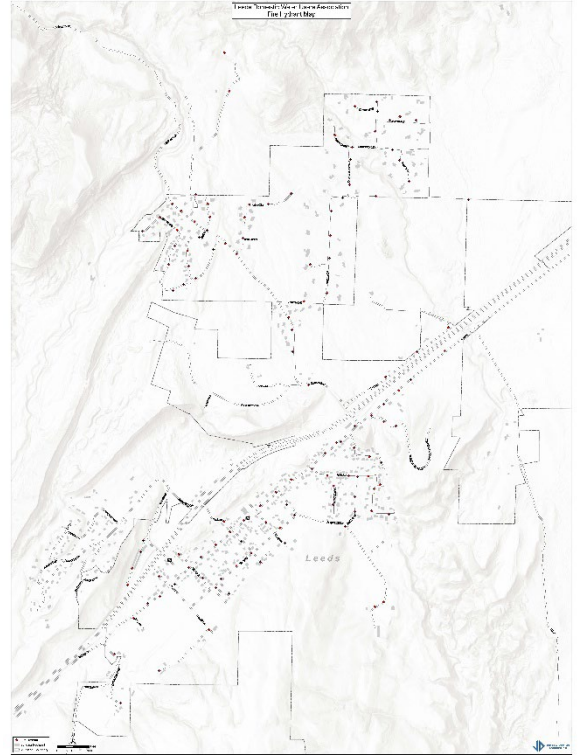


Hydrants

The Town of Leeds has approximately 130 fire hydrants. Leeds Domestic Water Users Association (LDWA) and Hurricane Valley Fire & Emergency Special Service District share an important partnership when it comes to fire hydrants. LDWA is a Private NON-PROFIT, SHAREHOLDER OWNED culinary water utility company and is not an extension of local or state government. LDWA owns and maintains the active fire hydrants in Leeds. This document has been prepared to provide guidance for conducting tests and inspections of private hydrants connected to the water system.

Most if not all hydrants in the Town of Leeds, UT are dry barrel hydrants. Dry barrel hydrants have the main valve located below ground and the section that extends above ground is void of water except during operation. These hydrants are equipped with drain valves to allow the portion of the hydrant above the main valve to automatically drain.

LDWA is solely responsible for testing, maintenance and marking of the town's hydrants and assumes all liability for the proper operation, maintenance, and marking of their hydrants. Maintenance, testing and inspection of hydrants should only be performed by properly trained individuals. Information regarding the testing, repair and location of hydrants is maintained in office. LINK: <https://ldwacorp.org/wp-content/uploads/LDWA-Hydrant-Map-scaled.jpg>



Hazard Communication Safety Plan

In order to comply with 29 CFR 1910.1200, Hazard Communication, the following written Hazard Communication Program has been established by Leeds Domestic Waterusers Association (LDWA). All work units of the company are included within this program. The written program will be available in the office, located at 545 N Main Street, Unit# 7, Leeds, UT 84746, and through a superintendent for review by any interested employee. The Certified Water Field Manager or the Safety Coordinator is responsible for the implementation and ongoing compliance with the program. The safety plan is also available online: <https://ldwacorp.org/wp-content/uploads/2024-07-LDWA-Hazard-Communication-Safety-Plan-MSDS-SDS.pdf>

Cybersecurity Risk & Exposure Mitigation

Reduce Exposure to Public-Facing Internet	
Ensure assets connected to the public Internet expose no unnecessary exploitable services (e.g., remote desktop protocol) and eliminates connections between OT assets and the Internet?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> In progress <input checked="" type="checkbox"/> Not applicable <i>The LDWA system, at this time, has no critical data connected to public Internet.</i>

Conduct Regular Cybersecurity Assessments	
Conduct regular cybersecurity assessments?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Have a named role/position/title that is responsible for planning, resourcing, and executing cybersecurity activities within the LDWA?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA Board Member who over sees the Office & the Office Manager.</i>
Change Default Passwords Immediately	
Change default passwords and require a minimum length for passwords?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA Board Member who over sees the Office & the Office Manager.</i>
Require multi-factor authentication (MFA) wherever possible, but at a minimum to remotely access LDWA networks?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA Board Member who over sees the Office & the Office Manager.</i>
Conduct Inventory of OT/IT Assets	
Maintain an updated inventory of all Information Technology (IT) and Operational Technology (OT) assets?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA Board Member who over sees the Office & the Office Manager. A copy of assets & passwords are also shared with SMITH HARTVIGSEN.</i>
Maintain current documentation detailing the set-up and settings (i.e., configuration) of critical Information Technology (IT) and Operational Technology (OT) assets?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA Board Member who over sees the Office & the Office Manager. Instruction Guides & Manufacturer Manuals are maintained in office in hardcopy & digital format.</i>
Develop & Exercise Cybersecurity Incident Response & Recovery Plans	
Have a written cybersecurity incident response (IR) plan for critical threat scenarios (e.g., disabled or manipulated process control systems, the loss or theft of operational or financial data, exposure of sensitive information), which is regularly reviewed, practiced, and updated?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not applicable <i>Since the LDWA system, at this time, has no critical data connected to public Internet we have not developed such a protocol at the moment.</i>
Have a written procedure for reporting cybersecurity incidents, including how and to whom? (e.g., phone call, internet submission) and to whom?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Not applicable <i>Since the LDWA system, at this time, has no critical data connected to public Internet we have not developed such a protocol at the moment. Les Olson IT for office computers. Infowest for internet & security cameras. RVS for shareholder database. ltron for meter software.</i>

Backup OT/IT Systems	
Backup systems necessary for operations (e.g., network configurations, PLC logic, engineering drawings, personnel records) on a regular schedule, store backups separately from the source systems, and test backups on a regular basis?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <i>The LDWA currently contracts with Les Olson IT a Utah-based office technology company founded in 1956, with nine locations serving Utah, Nevada, Wyoming, and Arizona. They specialize in Managed IT Services, and cybersecurity. Datto is the data solution for back-up/disaster recovery and remote access.</i>

**ALL NOTICES TO BE PRINTED IN
COLOR OR ON BRIGHT COLOR
PAPER IF AVAILABLE.**



LEEDS DOMESTIC WATERUSERS ASSOCIATION ALERT

WARNING, CODE RED !

DO NOT DRINK & DO NOT USE THE WATER !

Effective **Enter Date Here**, A water quality advisory is in effect until further notice for the **Enter Location** vicinity of the LDWA service area of Leeds, UT.

THIS CONTAMINANT CAN CAUSE ILLNESS AND DEATH.

WHAT SHOULD YOU DO? DO NOT DRINK OR USE THE WATER.

Do NOT use the water for drinking, making ice, brushing teeth, washing dishes, washing clothes, bathing, or food preparation.

An alternative source of water should be used for ALL of the above necessities until further notice.

WHAT HAPPENED? WHAT IS BEING DONE? We are working with law enforcement and the public health department to investigate and resolve this issue. We have tested the water in various parts of the distribution system to verify the extent of the contamination.

FORM NOTIFICATION #1 CODE RED: DO NOT DRINK & DO NOT USE



LEEDS DOMESTIC WATERUSERS ASSOCIATION ALERT

WARNING: **DO NOT DRINK OR USE** **THE WATER !**

Effective **Enter Date Here**, A water quality advisory is in effect until further notice for the **Enter Location** vicinity of the LDWA service area of Leeds, UT.

THIS CONTAMINANT CAN CAUSE ILLNESS AND DEATH.

WHAT SHOULD YOU DO? DO NOT DRINK OR USE THE WATER. Do NOT use the water for drinking, making ice, brushing teeth, washing dishes, washing clothes, bathing, or food preparation. An alternative source of water should be used for ALL of the above necessities until further notice.

WHAT HAPPENED? WHAT IS BEING DONE? We are working with law enforcement and the public health department to investigate and resolve this issue. We have tested the water in various parts of the distribution system to verify the extent of the contamination. Based on the investigation, we have implemented the following precautions:

FORM NOTIFICATION #2: DO NOT DRINK & DO NOT USE



LEEDS DOMESTIC WATERUSERS ASSOCIATION ALERT

WARNING:

BOIL WATER BEFORE USING !!

Effective **Enter Date Here**, A water quality advisory is in effect until further notice for the **Enter Location** vicinity of the LDWA service area of Leeds, UT.

LDWA'S WATER IS CONTAMINATED WITH FECAL COLIFORM OR E. COLI.

**THIS CAN CAUSE ILLNESS AND CAN BE A PARTICULAR CONCERN FOR
PEOPLE WITH WEAKENED IMMUNE SYSTEMS.**

WHAT SHOULD YOU DO? DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST. Bring the water to a boil, let it boil for ten minutes, and let it cool before using it, or use bottled water. Boiled or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, and preparing food until further notice. Boiling kills bacteria and other organisms in the water.

Fecal coliform and E. Coli are bacteria whose presence indicates that the water may be contaminated with organisms that can cause illness in humans. These organisms can cause diarrhea, cramps, nausea, headaches, or other symptoms. They may pose a special health risk for infants, young children, some of the elderly, and people with severely compromised immune systems.

The symptoms above are not caused only by organisms in the drinking water. If you experience any of these symptoms and they persist, you may want to seek medical advice. People at increased risk should seek advice about drinking water from their health care providers.

WHAT HAPPENED? WHAT IS BEING DONE? The water distribution system was contaminated with fecal coliform. We are working with law enforcement and the public health department to investigate and resolve this issue. We are currently increasing the chlorination levels throughout the system. In addition, we are evaluating all available information and conducting tests to confirm the extent of the contamination in the system. We will inform you when tests show no bacteria and you no longer need to boil your water.

FORM NOTIFICATION #2: BOIL WATER BEFORE USING