



ELECTRIC WATER SEWER STORMWATER

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POLICY:	Bear Creek Dam Operation	DEPARTMENT:	Water, Sewer, SCADA
APPROVED:		REVIEWED / REVISED:	10/19/09

Description:

The following procedure applies to the operation of Bear Creek Dam during severe storm conditions for the control of flash flooding.

Purpose:

The purpose of this policy is to define the parameters for operation of the Bear Creek Dam control system and procedures involved in the failure of automated controls.

Scope:

If it is evident that ONE HALF (1/2) inch of rain has fallen and that the rain will continue, this will necessitate the operation (closing) of the Bear Creek Dam.

Guidelines:

The Bear Creek Dam operation shall be under the direction and authority of the Water & Sewer Supervisor, and in his absence, the Water & Wastewater Facilities Engineer shall assume the duties. The Water Treatment Plant (WTP) operator on duty and the Supervisory Control and Data Acquisition (SCADA) operator on duty shall perform the following procedure when conditions warrant:

Procedure:

The WTP operator on duty shall be responsible to observe rainfall amounts and conditions that trigger the closing of the dam, as written in the above SCOPE. In the event that these conditions are met, the WTP operator shall communicate and direct the SCADA operator to close the dam via the SCADA system.

The SCADA operator will then proceed to CLOSE the dam via the SCADA system through the steps described in SCADA procedural manual.

1. Should SCADA Operation Fail to Perform:

In the event that any portion of this SCADA procedure fails to execute properly; i.e., radio communication failure, status indication change failure, or erroneous footage indication upon closing (no ZERO' indication upon closing), the Water & Sewer Supervisor shall be contacted immediately. In his absence or unavailability, the following list shall be used, in order, until two persons are contacted and dispatched to manually operate and close the dam; Water & Wastewater Facilities Engineer, Director of Operations, Sewer Department Foreman, Water Department Foreman, Sewer Department employee list, Water Department employee list. At a minimum, two persons are needed to remove the existing equipment from a dam gate and manually close a gate. As a general rule, one Supervisor and one Union employee should be used.

Under manual operation, the person closing the dam shall be responsible to inform the SCADA operator, who will in turn contact the WTP operator.

The SCADA operator shall create a Maintenance Department Work Request for the following business day describing the SCADA failure and place on log sheet.

2. Returning the Dam to normal operation:

This action shall be initiated and directed by the Water & Sewer Supervisor, and in his absence, the Water & Wastewater Facilities Engineer. Upon his discretion, he shall direct and communicate to the SCADA operator, how far to open the gate at the dam.

The SCADA operator will then proceed to CLOSE the dam via the SCADA system through the steps described in SCADA procedural manual.

Originated / Revised History

Originated – 05/13/98

Revision 1 – 10/07/09

Revision 2 – 10/19/09