

Source Water Protection Plan

West Virginia American Water
Weston Water System

PWSID WV3302104
Lewis County

WVBPH Submittal
Public Version

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ACRONYMS

AST	Aboveground Storage Tank
AAR	After Action Report
DWMAPS	Drinking Water Mapping Application to Protect Source Waters
ERP	Emergency Response Plan
GAC	Granular Activated Carbon
GC/MS	Gas Chromatograph / Mass Spectrometer
GIS	Geographic Information System
GPD	Gallons Per Day
LEPC	Local Emergency Planning Committee
MG	Million Gallons
MGD	Million Gallons Per Day
NIMS	National Incident Management System
NPDES	National Pollutant Discharge Elimination System
NRW	Non-Revenue Water
ORSANCO	Ohio River Sanitation Commission
PSC	West Virginia Public Service Commission
PSSC	Potential Source of Significant Contamination
PWSID	Public Water System Identification
RCRA	Resource Conservation and Recovery Act
SDS	Safety Data Sheet
SDWA	Safe Drinking Water Act
SDWIS	Safe Drinking Water Information System
SWAP	Source Water Assessment Program
SWPP	Source Water Protection Plan
TIERS	Tiered Incident / Event Reporting System
UFW	Unaccounted for Water
USEPA	United States Environmental Protection Agency
USGS	United States Geological Survey
WSDA	Watershed Delineation Area
WTP	Water Treatment Plant
WVAW	West Virginia American Water
WVBPH	West Virginia Bureau for Public Health
WVDEP	West Virginia Department of Environmental Protection
WVDHHR	West Virginia Department of Health and Human Resources
WVDHSEM	Division of Homeland Security and Emergency Management

1.0 INTRODUCTION

Source water protection is an important component of a multi-faceted approach – along with effective treatment, distribution, and monitoring – to provide high quality drinking water for the public. This Source Water Protection Plan (SWPP) has been developed in accordance with applicable regulations as part of an overall program to continue to provide reliable, quality drinking water for our customers. The program involves identifying potential risks that could affect the drinking water supply and seeking to manage those risks, when possible, to maintain supply quantity and quality.

Certain components of the plan cannot be shared publicly or are protected from public disclosure for safety and security purposes. These components are not included in the public SWPP; they will be submitted to West Virginia Bureau for Public Health (WVBPH) separately.

This public version of the SWPP includes program goals and objectives (Section 2.0), the regulatory framework (Section 3.0), specific plan components (Section 4.0), plan implementation and updates (Section 5.0), and stakeholder engagement activities (Section 6.0). The tables, figures, and appendices referenced throughout the plan text are included in later sections of the document.

2.0 PROGRAM GOALS

West Virginia American Water (WVAW) has established a vision, mission and goals for source water protection that align with our Company’s vision, values, and strategies.



Vision: Source water protection is aligned with our core values and strategies and is integrated into our everyday operations at West Virginia American Water.

Mission: We are dedicated to providing reliable, quality drinking water for our customers. We value source water protection as an important part of this process and are committed to be the industry leader in working with partners and the community on efforts to sustain drinking water sources.

Resilient: Systems are prepared for potential threats and have taken measures to mitigate likelihood or consequence of impact to supply.

Outcomes: **Engaged:** We partner with internal and external stakeholders and the public on collaborative projects and solutions at the watershed scale.

Sustainable: Long-term protections and policies are in place to meaningfully reduce risk and maintain drinking water supplies.

Strategic Goals: Our source water protection strategic goals are programs, partnerships, and policy. Each includes a series of objectives shown below. Detailed action plans and measures are incorporated into SWPP Management Strategies seen in Table 7.

PROGRAMS

Maintain and build a comprehensive source water protection program and management practices to enhance the resilience and quality of our raw water supplies.

PARTNERSHIPS

Educate and engage employees, customers, and stakeholders to build trust and advocacy. Expand strategic partnerships to leverage resources for watershed-scale protection.

POLICY

Drive and defend federal, state, and local policies and funding mechanisms to protect sources of supply through active land management and regulatory controls for pollution prevention

3.0 REGULATORY FRAMEWORK

The Safe Drinking Water Act (SDWA) is the federal law passed in 1974 to protect public health by regulating public drinking water supplies. The original SDWA focused primarily on treatment to provide safe drinking water at the tap. The law was amended in 1986 and 1996 to include actions to protect drinking water at its sources. The amendments encourage states to establish a Source Water Assessment Program (SWAP) to delineate protection areas for each public water system, inventory potential contaminant sources, and establish susceptibility ratings.

In 1999, the WVBPH published the West Virginia Source Water Assessment and Protection Program, which was endorsed by the United States Environmental Protection Agency (USEPA). Over the next few years, WVBPH staff and contractors completed an assessment for all public water systems in West Virginia. The assessment for the Weston Water System was completed in April 2003 and is available upon request from the West Virginia Department of Health and Human Resources (WVDHHR).

In 2014, the West Virginia Legislature passed Senate Bill 373, which amended §16-1-9 of the West Virginia Code with specific requirements for public water utilities that draw water from a surface water source or a surface water influenced groundwater source.

The amended law requires public water utilities to complete a SWPP that includes specific components by July 1, 2016, and update the plan at least every three years or when there is a substantial change in the potential sources of significant contamination within the identified zone of critical concern. WVBPH has 180 days from receiving a SWPP to approve, reject or modify the plan and must consult with the local public health officer and conduct at least one public hearing when reviewing the plan.

Senate Bill 373 also included a preliminary Aboveground Storage Tank (AST) Act, which was later repealed and amended with the passage of Senate Bill 423 in March 2015. The revised version amended and reenacted §22-30 of the West Virginia Code with requirements for owners and operators of ASTs to register tanks and meet certain design and operation standards.

In the context of source water protection, AST owners and operators are required under §22-30-10 to provide notice ***directly*** to the public water system and to emergency response organizations of the type and quantity of fluid stored in regulated ASTs and the location of the safety data sheets (SDS) associated with the fluids in storage.

West Virginia Code §16-1-9c requires public water utilities to maintain information about the location, characteristics and approximate quantities of potential sources of significant contamination in a confidential manner. Senate Bill 625, which was passed on March 11, 2016 and became effective 90 days later, amends §16-1-9c to clarify that public disclosure of certain information regarding potential sources of contamination within a zone of critical concern is permitted to the extent it is in the public domain through a federal or state agency.

In 2019, the West Virginia Legislature passed House Bill 2612, which amended §16-1-9 of the West Virginia Code to include a staggered schedule by hydrologic regions for the submission of source water protection plans by public water utilities. The state is divided into 32 watersheds by the West Virginia Department of Environmental Protection. Those streams are further consolidated into five hydro-logic regions (Regions 1 - 5). All source water streams that provide intakes for public water utilities are assigned to one of the five regions. The WVAW Weston Water System is in the Region 2 Watershed which contains Dunkard, Monongahela, West Fork, Tygart Valley, Cheat and Youghiogheny watersheds. All public water utilities in the Region 2 Watershed were required to submit their SWPP update to WVBPH no later than October 1, 2020, and every three years thereafter.

Table 1 provides the definitions of regulatory terms used throughout this SWPP.

4.0 PLAN COMPONENTS

The SWPP includes various components required by West Virginia Code §16-1-9c. These are presented by topic within this section.

4.1 System Operational Information

The Weston Water System is a regulated water utility that provides drinking water to the public from a surface water source. Table 2 provides updated information about the system including the population served, water treatment process, production statistics, storage capacities, and source of supply.

WVAW has reviewed production and storage capacity for the Weston Water System to evaluate the ability to provide drinking water and protect public health. The ability to utilize available storage to mitigate the impacts of a contamination event will vary depending on the actual amount of finished water in storage and system demand at the time an event occurs. Detailed analysis for the Weston Water System is included in the complete Alternate Supply Source Feasibility Report submitted to WVBPH. Storage calculations have been updated using 2021 information for this SWPP.

Water loss is another factor to consider when evaluating operational conditions because it contributes to the total system demand. Unaccounted for Water (UFW) is defined by the Public Service Commission (PSC) as the volume of water introduced into the distribution system minus the total of all metered usage and reasonably estimated non-metered usage. The target UFW rate identified by the PSC is 15%.

Utilities typically account for known water main breaks by estimating the amount of water lost for annual PSC reports. They are therefore not included in the UFW rate.

Table 3 presents updated water loss calculations for the Weston Water System in 2022, including the total percentage of UFW as defined by the PSC as well as the combined percentage of UFW and water lost from main leaks. A description of measures that WVAW is actively taking to reduce the level of water loss experienced throughout the system is also included in Table 3.

4.2 Source Water Delineation and Characterization

Delineation is the process used to identify and map the area contributing water to the supply intake. Characterization involves describing conditions in the delineated areas that may impact water quantity and/or quality.

The delineation zones for surface water supplies are defined for regulatory purposes as the zone of critical concern (ZCC) and the zone of peripheral concern (ZPC). The watershed delineation area (WSDA) extends beyond these zones for planning purposes. See Table 1 for detailed definitions.

Figure 1 shows delineation zones for the Weston Water System based on map data provided by WVBPH. Table 4 summarizes characteristics of the watershed and delineated zones including size, land use, and description of watershed conditions. There were no changes to the delineation zones from the original SWPP submitted in 2016.

4.3 Potential Sources of Significant Contamination

Potential sources of significant contamination (PSSCs) are facilities or activities that have the potential to release materials that could impact a drinking water supply. PSSCs can be identified by various methods such as regulatory data and local assessments.

WVBPH has provided PSSC data, working in cooperation with the West Virginia Department of Environmental Protection (WVDEP) and the Division of Homeland Security and Emergency Management (WVDHSEM), to public water utilities. WVAW has also identified additional PSSCs based on geographic information system (GIS) data, aerial imagery analysis, windshield surveys and local knowledge.

Some sources of data for this information are available to the public via federal and state databases. The USEPA has developed a tool called Drinking Water Mapping Application to Protect Source Waters (DWMAPS) available at <https://www.epa.gov/sourcewaterprotection/dwmaps> that allows users to select and view federal regulatory data for a given area on a map. WVBPH now has a similar public interface called the Source Water Protection Map Viewer available at <https://oehsportal.wvdhhr.org/wvswap/index.html> that shows state data for certain regulatory programs such as oil and gas, mining and discharge permits. This map can be searched by name or PWSID for public water systems across West Virginia. However, it does not include any confidential information such as aboveground storage tanks.

Figures 2 and 3 show screen shots of federal (DWMAPS) and state (WVBPH) maps, respectively, for the area around the Weston Water System. Note that these maps are provided directly as shown on the respective websites and may be subject to change at any time.

In 2020, WVAW requested electronic access to Tier II records submitted to the State Emergency Response Commission (SERC) under the Emergency Planning and Community Right-to-Know Act (EPCRA). Sec. 2018 of America's Water Infrastructure Act (AWIA), passed on October 23, 2018. This amended Section 312(e) of EPCRA was to explicitly grant community water systems rights to access Tier II information.

The purpose of this request was to access information about the storage, use and releases of hazardous substances that could potentially affect drinking water supplies. This information is important for community water systems to understand and mitigate risks from contamination incidents that could pose a threat to public health and safety.

WVAW was provided access to Tier II facility physical locations only via the WVBPH West Virginia Source Water Protection Program Confidential Map Viewer. In 2021, WVAW requested increased access to Tier II records in WVAW's zones of concern for chemical descriptions, hazards, storage, and inventory quantity and facility emergency contact information for use in responding to potential source water contamination events. The information was received in 2022, excluding facility emergency contact information, and shall remain in a confidential manner as required by WV Code §16-1-9c (8). Tier II record information was utilized in the review and update of the PSSC lists for the Weston Water System.

The complete PSSC lists for the Weston Water System include the location, characteristics and/or approximate quantities of contaminants that are not in the public domain and must therefore be maintained in a confidential manner. This information is included in the submittal to WVBPH but is not provided here to maintain confidentiality, as required by law.

Table 5 summarizes PSSCs identified within the ZCC and ZPC based on the WVBPH map data. Table 5 also includes the number of registered ASTs by zone of concern (details are confidential). WVDEP manages the AST program and maintains the regulatory data, which is currently restricted due to its sensitive nature and has not been released to the public. The information included in Table 5 is up-to-date as of July 2023.

PSSCs are evaluated and prioritized based on proximity to the intake; size and type of facility or activity; and type of materials that may be present. WVAW referenced various sources of information, including

data mentioned above and the assessments provided in WVBPH's Source Water Protection Plan and Supplemental Guides (2016), and sought input from stakeholders as part of this process.

Prioritization is not a formal risk assessment. It is instead intended to guide development and implementation of focused management strategies. Identified priorities are PSSCs that warrant further investigation or action; they may not necessarily correlate directly with risk and may evolve over time as additional information becomes available or conditions change.

Table 6 provides an overview of the types of PSSCs identified as priorities for the Weston Water System. The names and locations of specific facilities and/or activities identified as priority PSSCs are considered confidential and are provided separately in the submittal to WVBPH.

4.4 Management Strategies

A management plan has been developed to identify specific activities that WVAW intends to pursue, in cooperation with appropriate agencies and emergency response organizations, to understand and mitigate potential impacts of contamination of the source water supply.

The management plan consists of five key strategies: source management, source water monitoring, contingency planning, outreach and education, and providing input on policies and regulations. These strategies include various activities identified to address priority PSSCs and prepare for emergency situations as well as to communicate with customers, regulators, and partner organizations.

Table 7 lists the management strategies and corresponding activities along with a brief description of cost type, responsibility, and schedule for each activity. The schedule is presented by time periods (e.g., monthly, annual, etc.) rather than specific dates because the action items are expected to be completed on an ongoing basis.

Table 7 has been updated to eliminate redundant management activities and include additional management activities based on current goals and needs. . Section 5.0 provides additional information about implementation of the management plan.

4.5 Source Water Monitoring

WVAW evaluated the technical and economic feasibility of implementing a source water monitoring system and submitted a report on these findings to the Joint Committee on Government and Finance in 2014 (WVAW, 2014).

During a USEPA workshop held in August 2014, federal regulators and water industry experts recommended online, multi-panel source water quality monitoring devices located at the intake as an effective option for detecting the presence of a variety of contaminants (USEPA, 2014).

This type of equipment establishes baseline water quality data and then alerts water plant operators to certain changes in water characteristics. These devices are not intended to identify specific contaminants but can alert water systems of a potential change in water quality, spurring further investigative testing.

WVAW has developed a source water monitoring approach that combines online water quality measurement devices at each of its water treatment plant intakes along with centralized internal analytical capability to test for volatile organic compounds and semi-volatile organic compounds on gas chromatograph / mass spectrometer (GC/MS) devices. We continue to expand these capabilities based on need and risk with the inclusion of harmful algal bloom (cyanotoxin) monitoring/response programs and updated online water quality monitoring equipment. We also developed a comprehensive Quality Management Plan for source monitoring equipment. The source water monitoring systems provide continuous water quality indicator data and advanced organics analyses to optimize treatment operations and to identify the presence of potential contaminants.

Table 8 provides updated information about our current source monitoring capabilities and support network.

4.6 Communications and Contingency

WVAW has developed a communications plan that documents how we will, in cooperation with appropriate emergency response agencies, notify local health agencies and the public of a spill or contamination event. This includes provisions for initial notification to the public within thirty (30) minutes of WVAW becoming aware that the spill, release or potential contamination of the public water system poses a potential threat to public health and safety.

Table 9 presents an updated summary of communication team roles, methods, and alert levels according to the Tiered Incident / Event Reporting System (TIERS) method. The complete communications plan is included as Appendix B to this plan. Contact details for team members are listed in the Facility Emergency Response Plan.

A contingency plan has also been developed to document the planned response to contamination of the source water supply. It consists of a phased approach that meets State regulatory requirements for public notification and is consistent with National Incident Management System (NIMS) and United States Environmental Protection Agency (USEPA) guidance. The contingency plan is reviewed, updated, and exercised on an annual basis. It was last updated in November 2022 and is scheduled for review in 2023.

Table 10 provides an overview of the phases of a potential contamination event and typical considerations for investigating and responding to a threat. We take potential threats very seriously and work with a sense of urgency to investigate and address the situation. It is important to note that specific actions will depend on the circumstances and the severity of an event, and will be determined based on conditions as they occur.

The contingency plan summary in Table 10 also includes an evaluation of current water and power supply capabilities as well as resources for additional support. Certain information is maintained as confidential for security reasons. For example, specific information about intake operations is not detailed here, but was provided to WVBPH as part of the complete Alternate Source of Supply Feasibility Report.

WVAW has established a multi-year training and exercise plan for the Contingency and Communications Plans. The training and exercise plan is reviewed and updated on an annual basis. It includes three key priorities: (1) Educate and engage employees to build awareness of existing plans and procedures; (2)

Communicate and manage resources effectively during water emergencies following NIMS and chain of command protocol; and (3) Evaluate plans and incorporate lessons learned from exercises and real events. Each year, WVAW conducts training and exercises in accordance with the plan. After Action Reviews (AARs) are conducted with participants and the lessons learned are incorporated into plans and future exercises.

WVAW's emergency response plan (Emergency Preparedness Manual) for the Weston Water System also includes specific details about emergency capabilities along with contacts for emergency services, coordination, and supplies. WVBPH has indicated that emergency response plans should be kept confidential and should **not** be submitted with SWPPs. A certification form is provided in Appendix C to confirm that WVAW has an emergency response plan in place that includes this information.

4.7 Alternate Sources of Supply

A feasibility report has been completed to evaluate alternate supply options for WVAW systems in accordance with West Virginia Code §16-1-9c. Table 11 presents an overview of options identified for the Weston Water System.

Each identified option was evaluated according to a ranking process that considers the comparative costs, risks and benefits of implementation. Results of this analysis are presented in the feasibility report summary included as Appendix D to this plan.

The 2022 total estimated cost to implement the alternatives with the highest benefit and/or benefit-to-cost ratio score for WVAW systems is expected to range from approximately \$221M to \$260M (million) based on updated engineering cost estimates. The corresponding rate increase, using the 2022 rate structure, would be between 12.94% and 15.23% for all WVAW customers. This represents the combined cost of alternatives for each system due to single tariff pricing that would impact all customers equally.

Ultimately, the feasibility of alternative supply options would be based on WVBPH and PSC approvals of a project sponsored by the company. Preparations for additional feasibility studies, including treatability, are currently underway. The company has not made a final determination at this time to seek such approvals.

5.0 PLAN IMPLEMENTATION

SWPP implementation is an important consideration for the overall effectiveness of the source water protection program. This is an ongoing process that includes completion and documentation of action items; identifying and addressing implementation challenges; and periodically evaluating and updating the plan.

5.1 Implementation Progress

WVAW tracks progress on management activities on a regular basis to document implementation of action items. The documentation is maintained in a tabular format similar to that shown in the management plan (Table 7) to indicate the specific task, date, personnel involved, and notes for follow up actions.

Documentation also includes a chemical list, as identified in the management plan, which includes available information about PSSC materials. This information is currently linked in WaterSuite, a web-based tool that the company uses to manage PSSC data, so that it can be viewed along with a site report for a given location as well as independently by searching for the name of a substance. The WaterSuite database is updated with available data from various sources (e.g., regulatory data, Tier II reports, direct communications, etc.) and includes the material's physical properties, fate and transport, detection methods, treatability, health effects, and toxicity. The location and contact information for reference materials (e.g., SDS, permits, laboratories, sampling protocols, etc.) are linked to each site for additional information.

WVAW considers implementation status based on the documented progress on individual tasks for each activity identified in the management plan using the following indicators: on track (green), requires additional support (yellow), off track (red), or not applicable (gray). We have made substantial progress on each of the management activities.

5.2 Implementation Challenges

Certain challenges and/or limitations exist that may affect SWPP implementation. The following issues were identified as current implementation challenges.

- **Aboveground Storage Tank (AST) Notifications:** West Virginia Code §22-30-10 requires AST owners and operators to provide information about tank location and contents directly to water utilities. However, the estimated notification rate is only around 60% for AST owners and operators located upstream from our water systems. We encourage state health and environmental agencies to work together to enforce provisions of §22-30-10 requiring direct notification to water utilities.
- **Emerging Contaminants:** Newly identified or reemerging manufactured or naturally occurring materials that may cause adverse effects to human health or the environment and do not currently have a national primary drinking water regulation present challenges for water utilities. We are evaluating a growing list of emerging contaminants that may affect source water, such as cyanotoxins, 1,4 dioxane, and perfluoroalkyl substances (PFAS). We are working with new and emerging technologies to predict, monitor, and manage potential source water issues.
- **PSSC Communications:** Water utilities do not have any regulatory authority to enforce PSSC communication requirements. There is no requirement for PSSC facilities to work with water utilities, aside from the AST notifications required by West Virginia Code §22-30-10. We have had some success in communications, but many others have not responded even after several contact attempts. We intend to continue outreach efforts while recognizing that some facility owners and operators may elect not to communicate with us on a voluntary basis.

Although these represent some of the significant challenges that exist at this time, additional issues may arise as implementation progresses and will be communicated to WVBPH accordingly.

5.3 Plan Evaluation and Updates

In accordance with West Virginia Code §16-1-9c, this SWPP will be updated and submitted to WVBPH based on the staggered schedule by hydrologic regions at least every three years or when there is a substantial change in the PSSCs within the ZCC. The management plan provided in Table 7 includes annual review of available information regarding PSSCs to identify whether substantial changes have occurred that may warrant a plan update.

WVAW will notify WVBPH and the public when full three-year SWPP updates are underway and provide information for how the public can provide input during the update process.

6.0 STAKEHOLDER ENGAGEMENT

We recognize that stakeholder engagement is an important part of source water protection planning and are committed to informing and engaging the public, local governments, local emergency planners, local health departments and area residents throughout the planning process.

WVBPH guidance includes the concept of a source water protection team, where the role of protection team members is to contribute information to the development of the source water protection plan, review draft plans and make recommendations to ensure accuracy and completeness, and when possible contribute to implementation and maintenance of the plan. Stakeholders that may be involved in these activities include representatives from local agencies, emergency response organizations, and the public.

Environmental Justice is a topic WVAW commits to incorporating into our source water protection planning. USEPA defines environmental justice (EJ) as the fair treatment and meaningful involvement of all people regardless of race, color, national origin, or income with respect to the development, implementation and enforcement of environmental laws, regulations, and policies.

WVAW developed a phased outreach approach to engage various groups, which included hosting dual meetings to seek input and recommendations for the plans. The first meeting was targeted specifically to WVAW's agency and organization partners, and the second meeting was open to the public.

In August 2023, we invited public officials, representatives from state and local health agencies, emergency response organizations (e.g., fire, emergency services, LEPC), and community partners to participate in an in-person meeting for the Weston Water System. Agenda topics included an overview of SWPP concepts and operations, potential sources of contamination, management plan activities, an input discussion, and a plant tour.

We hosted a virtual public meeting, also in August 2023, for the Weston Water System to provide an open forum for members of the public to review components of the plans, ask questions and provide feedback. The public meetings were advertised through various methods such as bill inserts and social media.

WVAW contracted with the Horsley Witten Group to develop an interactive GIS StoryMap. The link to the StoryMap was sent via email to target meeting participants, used during the meetings, and is available to the public on the WVAW webpage. This tool was developed to provide stakeholders an innovative, interactive, and intelligible platform to learn about WVAW's source water protection programming and planning. The StoryMap provides convenient, easy to understand information about WVAW's SWPPs and an opportunity to provide direct feedback on PSSCs and/or WVAW's source water protection planning efforts. The StoryMap can be explored any time on our website at www.westvirginiaamwater.com under Water Quality > Source Water Protection > Source Water Protection Planning.

Horsley Witten Group prepared a report summarizing the meetings, including stakeholder feedback received from all methods, and it is provided in Appendix A. Written comments specific to the Weston Water System that were submitted to WVAW through September 1, 2023, are also provided in Appendix A. Table 12 provides the timing and description of engagement activities conducted to involve stakeholders in plan updates.

We encourage those who have further feedback and/or who would like to support implementation activities to submit their comments and contact information to us directly at any time on our website at www.westvirginiaamwater.com under the Water Quality > Source Water Protection > Source Water Protection Feedback Form menu. Direct link: <https://amwater.com/wvaw/water-quality/source-water-protection/source-water-protection-feedback-form>. Comments may also be submitted in writing to West Virginia American Water, Attn: Source Water Protection Program Manager, 1600 Pennsylvania Ave., Charleston, WV 25302.

7.0 REFERENCES

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Tables

Table 1: Regulatory Definitions



AST	Aboveground Storage Tank	<i>West Virginia Code §22-30-3</i>
	<p>A device made to contain an accumulation of more than 1,320 gallons of fluids that are liquid at standard temperature and pressure, which is constructed primarily of non-earthen materials, including concrete, steel, plastic or fiberglass reinforced plastic, which provide structural support, more than 90% of the capacity of which is above the surface of the ground, and includes all ancillary pipes and dispensing systems up to the first point of isolation. The term includes stationary devices which are permanently affixed, and mobile devices which remain in one location on a continuous basis for 365 or more days.</p>	
PSSC	Potential Source of Significant Contamination	<i>West Virginia Code §16-1-2</i>
	<p>A facility or activity that stores, uses or produces substances or compounds with potential for significant contaminating impact if released into the source water of a public water supply.</p>	
WSDA	Watershed Delineation Area	<i>WVDHHR Legislative Rule §64-3-14</i>
	<p>The WSDA includes the entire watershed area upstream from a public water utility intake structure, up to the boundary of the state borders, a topographic boundary and is the perimeter of the catchment area that provides water to the water supply intake.</p>	
ZCC	Zone of Critical Concern	<i>West Virginia Code §16-1-2, §64-3-14</i>
	<p>A corridor along streams within a watershed that warrants detailed scrutiny due to its proximity to the surface water intake and the intake's susceptibility to potential contaminants within that corridor. The zone of critical concern is determined using a mathematical model that accounts for stream flows, gradient and area topography. The length of the zone of critical concern is based on a 5-hour time of travel of water in the streams to the water intake, plus an additional ¼-mile below the water intake. The width of the zone of critical concern is 1,000 feet measured horizontally from each bank of the principal stream and 500 feet measured horizontally from each bank of the tributaries draining into the principal stream.</p> <p><i>Exception: Ohio River ZCC delineations are based on ORSANCO guidance and extend 25 miles above the intake and ¼-mile below the intake, with a lateral extent ¼-mile on both sides of the river (WVBPH).</i></p>	
ZPC	Zone of Peripheral Concern	<i>West Virginia Code §22-30-3</i>
	<p>A corridor along streams within a watershed that warrants scrutiny due to its proximity to the surface water intake and the intake's susceptibility to potential contaminants within that corridor. The zone of peripheral concern is determined using a mathematical model that accounts for stream flows, gradient and area topography. The length of the zone of peripheral concern is based on an additional 5-hour time of travel of water in the streams beyond the perimeter of the zone of critical concern, which creates a protection zone of 10 hours above the water intake. The width of the zone of peripheral concern is 1,000 feet measured horizontally from each bank of the principal stream and 500 feet measured horizontally from each bank of the tributaries draining into the principal stream.</p>	

Table 2: Water System Information



System Name	Weston Water System	PWSID	WV3302104
Address	1243 US Highway 19 S, Weston, WV 26452	County	Lewis
Service Connections	5,917 residential	Phone	304-269-2006
Population Served Directly	14,159 (estimated)	Type	Community
Total Population Served	15,500 (estimated)		

Bulk Water Purchasers	System Name	PWSID	Population
	Jane Lew PSD	WV3302103	1,341

Note: The population served directly is calculated based on the number of residential service connections multiplied by the average number of persons per household in the county served as provided by WVBP. The total population served includes the populations of bulk water purchaser systems as reported in SDWIS (June 2023).

Water Treatment Process	The Weston Water Treatment Plant has a rated treatment capacity of 2.0 million gallons per day (MGD) and includes the following processes (in order): oxidation, coagulation, flocculation, sedimentation, filtration, chlorination, corrosion control and fluoridation. The plant also has the capability to add powdered activated carbon.
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Avg Hours Operation	24 hours (2021)	Avg Quantity Produced*	1.1 MGD (2021)
Min Hours Operation	24 hours (2021)	Min Quantity Produced*	1.0 MGD (2021)
Max Hours Operation	24 hours (2021)	Max Quantity Produced*	1.4 MGD (2021)
Number of Storage Tanks	8	Raw Water Storage	0
Treated Water Storage	2.8 million gallons (excluding clearwell)		
Capacity for 5-Yr Demand	The plant has sufficient production capacity to meet demand over the next five years based on population projections, but there is no guarantee of an uninterrupted supply.		

* Refers to the amount of water pumped through the high service pumps

Intake ID	Intake Name	Intake Description	Water Source	Date Constructed	Frequency of Use	Activity Status
IN001	Weston Intake	Concrete intake structure with screened pipe	West Fork River	1998	Primary	Active

Table 3: Water Loss Information



Total Water Pumped (gal)		471,700,000
Total Water Purchased (gal)		0
Total Water Pumped and Purchased (gal)		471,700,000
Water Loss Accounted for Except Main Leaks	Operational Use (gal)	22,770,000
	Fire Department (gal)	490,000
Total Water Loss Accounted for Except Main Leaks (gal)		23,260,000
Water Lost from Main Leaks (gal)		22,550,000
Total Amount of Water Sold (gal)		338,302,000
Total Unaccounted for Water (gal)		110,138,000
Total % Unaccounted for Water (%)		23.3%
Total Unaccounted for Water + Water Lost from Main Leaks (gal)		87,588,000
Total % Unaccounted for Water + Water Lost from Main Leaks (%)		18.6%

Note: The values provided above for this system were included in the 2022 totals reported to the PSC. The PSC defines unaccounted for water as the volume of water introduced into the distribution system minus the total of all metered usage and reasonably estimated non-metered usage. Unaccounted for water and known water main leaks are reported separately to the PSC in annual reports.

Measures to Reduce Water Loss

West Virginia American Water expends significant effort and resources to identify and correct issues leading to water loss. Our strategy focuses on leak prevention, pressure management, leak detection, metering programs, district metering zones, accounting for un-metered usages, and pipeline management. A standardized action plan and tracking mechanisms have been implemented to evaluate progress across all operational districts in the company. Each district utilizes a non-revenue water (NRW) activity report which tracks progress of practices and non-revenue usages. The following practices are generally implemented and tracked:

- Leak survey – manual and logger
- AMI and automatic leak detection
- Crossings/rights-of-way checked for leakage
- Pressure management for surge control
- Industrial site audits
- Customer large meter testing
- Efforts to reduce unauthorized water use and theft
- Replacement of leaking services
- Replacement of regulatory periodic meter changes
- System delivery meter testing/monitoring
- Retirement of parallel mains and service changeovers
- District metered area (DMA) to pinpoint water loss

In 2022, the unaccounted for water rate for the Weston Water System was 18.6%. The target unaccounted for water rate is 15% as identified by the Public Service Commission.

Table 4: Watershed Delineations



Watershed Name (8-digit HUC)	West Fork (5020002)
Number of Source Water Protection Area(s)	1
Method of Delineation for Groundwater Sources	Not applicable; system only has surface water source(s)
Area of Wellhead Protection Area	Not applicable
Assessment and SWPP Dates	2002 & 2016/2019/2023

Intake	Size of ZCC	Size of ZPC	Size of WSDA
West Fork Intake	14,126 acres (22.1 sq mi)	27,477 acres (42.9 sq mi)	105 sq mi

ZCC – Zone of Critical Concern; ZPC – Zone of Peripheral Concern; WSDA – Watershed Delineation Area

Watershed Description	
<p>The West Fork River Watershed contains all, or portions, of six counties (Barbour, Harrison, Lewis, Marion, Taylor and Upshur). Harrison and Lewis comprise 75% of the total area of the watershed. The watershed has 1,888 miles of streams and rivers and contains the headwaters of the West Fork River. The West Fork River begins from its headwaters in Upshur County and flows north through the city of Clarksburg to its confluence with the Tygart River near the City of Fairmont. The major tributaries include Elk Creek, Simpson Creek and Tenmile Creek.</p> <p><i>Excerpt from <u>West Virginia Watersheds: A Closer Look</u>, WVDEP Water Use Section, November 2013</i></p>	

Land Use	ZCC	ZPC	WSDA
Barren Land	0.1%	0.3%	0.2%
Developed Land	8.6%	9.5%	5.3%
Forest / Shrub / Grass	72.6%	69.6%	82.7%
Pasture / Hay / Crops	5.9%	17.1%	8.4%
Wetlands	0.1%	0.1%	0.0%
Water	12.8%	3.4%	3.4%

Note: Land use calculated based on analysis of the latest available National Land Cover Dataset (Homer et al, 2019).

Table 5: PSSC Inventory



Potential Sources of Significant Contamination (PSSC)

State regulations require water utilities to maintain specific details about PSSCs in a confidential manner, including the location, characteristics, and approximate quantities of contaminants within the zone of concern. We have received PSSC information from the West Virginia Bureau for Public Health (WVBPH) and Department of Environmental Protection (WVDEP) and have performed additional work to gather information about PSSCs upstream of the water supply.

The following summarizes the types of PSSCs identified in the Zone of Critical Concern (ZCC) and Zone of Peripheral Concern (ZPC) for this water system. Note that this does not necessarily represent the number of individual facilities, as a single location or facility may contain more than one type of PSSC.

Source Water Assessment Program and Regulated Data Provided by WVBPH

PSSC Type: State	ZCC	ZPC
Abandoned Mine Lands	0	1
Abandoned Mine Land High Wall	28	28
Abandoned Mine Land Problem Area	12	16
Mining Outlet	2	0
National Pollutant Discharge Elimination System (NPDES) Permit	62	119
National Pollutant Discharge Elimination System Permit Outlet	16	17
Oil and Gas Wells	334	265
Source Water Protection/Assessment PSSC Sites	18	3
PSSC Type: Federal		
Emergency Planning and Community Right-to-Know Act (EPCRA)-Tier II Sites	20	6
Resource Conservation Recovery Act (RCRA)	4	0
National Pollutant Discharge Elimination System	12	13
All USEPA Federal Registry Service	2	7

Table 5: PSSC Inventory



Aboveground Storage Tanks (ASTs)

West Virginia Code §22-30 requires owners and operators of Aboveground Storage Tanks (ASTs) capable of storing more than 1,320 gallons, with certain exclusions, to register tanks and provide information about their contents to public water utilities and the Department of Environmental Protection. The following is the total number of ASTs registered as of July 2023.

Description	ZCC	ZPC
Total number of registered ASTs	39	45

Table 6: Priority PSSCs



The following summarizes the types of PSSCs identified as priorities based on proximity to the intake; size and type of facility or activity; and type of materials that may be present. Priority PSSCs warrant further investigation or action; they do not necessarily indicate a specific level of risk.

Priority PSSC Type	Description and Considerations <i>(in alphabetical order)</i>
Mining Operations	<ul style="list-style-type: none"> • Includes a mining area with revoked permit and abandoned mine lands • WVDEP manages abandoned mine reclamation program to protect the public and restore lands impacted by mining • Underground mines in some areas may be used for disposal of waste and/or oil and gas development fluids – drainage of disposed materials and/or acidic water could impact source water over time
Municipal Facilities	<ul style="list-style-type: none"> • Includes state and local facilities with fueling operations and/or storage of potentially hazardous materials • Regulatory permits may include wastewater and/or stormwater discharges (NPDES) • Some municipal facilities may use and store substances such as petroleum hydrocarbons and deicing compounds that could impact source water if a release occurs
Oil & Gas Development	<ul style="list-style-type: none"> • Extensive oil and gas development throughout area including wells and/or fluid storage and transport • Regulatory permits required for well drilling and operation and/or wastewater discharges (NPDES/UIC) • Oil & gas operations may include multiple locations with storage and transport of substances such as crude oil, brine mixtures, and other fluids that could impact source water if a release occurs
Oil & Gas (Abandoned)	<ul style="list-style-type: none"> • Abandoned wells flooded by lake may or may not be properly sealed • Regulated under WV Abandoned Well Act which requires plugging of abandoned wells by permit • Materials associated with historical oil and gas operations such as oil, condensate, and brine could impact source water if releases occur through improperly plugged or abandoned wells
Recreation	<ul style="list-style-type: none"> • Includes marina and associated recreational facilities on Stonewall Jackson Lake • Regulatory permits may include wastewater and/or stormwater discharges (NPDES) for commercial recreation facilities • Spills from recreational activities and/or fuel releases from marinas and boats could potentially impact source water
Transportation	<ul style="list-style-type: none"> • Includes roads, railroads, pipelines, and boat traffic throughout the area • Various potentially hazardous materials may be transported through the area at any given time • Potential for a spill due to a transportation accident exists and is difficult to predict timing or location

Note: We considered municipal wastewater discharges in prioritizing PSSCs and found that these systems do not generally pose a significant threat because water treatment plants are designed to effectively treat normal municipal wastewater.

Table 7: Management Plan



The following tables identify specific management activities to pursue, in cooperation with appropriate agencies and emergency response organizations, to mitigate potential impacts of contamination of the source water supply. Action items will be documented and tracked on an ongoing basis.

PSSC Type	Management Activity	Cost Type	Responsibility	Schedule	Comments
Source Management					
Priority PSSCs	Communicate with identified PSSC facilities to understand their operations, materials used, and potential impacts to water system	O&M	Plant Team / SWP Manager	Annual	Prioritized based on proximity to intake, size, and type of materials
	Compile list of chemicals and identify sources of information for detection and treatment as well as information gaps and/or concerns	O&M	Plant Team / SWP Manager	Phased	Potential limitations based on data availability addressed in following action item
	Communicate any significant gaps and/or concerns identified with regulators	O&M	WQ/SWP Manager	As Needed	Subsequent actions, if appropriate, to be identified and coordinated by regulators
Company-Owned ASTs	Continue responsible management of treatment chemicals in internal operations	O&M	Plant Team	Ongoing	
Transportation	Request and review updated information about materials transported through area	O&M	Plant Team / SWP Manager	Annual	
Various	Perform annual review of available info and update priority list as appropriate	O&M	Plant Team / SWP Manager	Annual	
Non-Point Source	Continue collaboration with watershed stakeholders	O&M	WQ/SWP Manager	Ongoing	Agriculture, forestry, stormwater, etc.

Table 7: Management Plan



PSSC Type	Management Activity	Cost Type	Responsibility	Schedule	Comments
Source Water Monitoring					
Various	Continue process monitoring to identify changes in treatment characteristics	O&M	Plant Team	Daily	
Various	Continue source water quality indicator monitoring to identify significant changes	O&M	Plant Team	Daily	
Various	Continue event detection system to monitor changes in source water quality	O&M	Plant Team	Ongoing	
Bromide	Continue monthly bromide sampling and evaluate trends over time	O&M	Plant Team	Monthly	
HABs (Algae)	Maintain centralized capability to perform analyses for harmful algal bloom toxins	O&M	WQ Manager / SWP Manager	Ongoing	
Organics	Maintain centralized capability to perform advanced organics analyses	O&M	WQ Manager / SWP Manager	Ongoing	
Various	Continue to partner with existing watershed monitoring networks to understand conditions	O&M	WQ Manager / SWP Manager	Ongoing	RAIN
Various	Continue to partner with local, state, multi-state, and federal agencies to obtain spill/incident notification alerts	O&M	Plant Team / Management	Ongoing	
Various	Maintain laboratory capability support options	O&M	WQ Manager / SWP Manager	Annual	

Table 7: Management Plan



PSSC Type	Management Activity	Cost Type	Responsibility	Schedule	Comments
Source Water Monitoring (cont.)					
Various	Review and update source water monitoring documents and plans	O&M	Plant Team/SWP Manager	As Needed	Standard Operating Procedures, O&M Checklists, Cyanotoxin Management Plan, Quality Management Plan, etc.

PSSC Type	Management Activity	Cost Type	Responsibility	Schedule	Comments
Contingency Planning					
Various	Review and update contact information in emergency response plan	O&M	Plant Team / Management	Annual	
Various	Review and update multi-year training and exercise plan	O&M	Plant Team / Management	Annual	
Various	Conduct review and/or training exercise of emergency response procedures	O&M	Plant Team / Management	Annual	
Various	Maintain relationship with local emergency responders and/or LEPC	O&M	Plant Team / Management	Ongoing	

Table 7: Management Plan



Management Activity	Cost Type	Responsibility	Schedule	Comments
<i>Outreach and Education</i>				
Include information about source water protection program in annual Consumer Confidence Report (CCR)	Included in annual budget	WQ Manager / SWP Manager	Annual	
Develop and distribute educational materials to customers on source water protection practices	O&M	External Affairs / SWP Manager	Ongoing	Print, website, social media
Continue to improve messaging around source water protection concepts	O&M	External Affairs / SWP Manager	Ongoing	“Drinking water supply”
Communicate contact information and good practices with upstream facilities with PSSCs	O&M	External Affairs / SWP Manager	Phased	Prioritized as described under source management
Provide ongoing mechanism for customer input on source water protection program activities	O&M	External Affairs / SWP Manager	Ongoing	
Continue to offer plant tours and/or open house events for local emergency responders, agencies, and the public	O&M	Plant Team / External Affairs	Ongoing	
Coordinate with educators to include source water and watershed management concepts in school curricula	O&M	External Affairs	Ongoing	
Encourage employees to participate in local activities and highlight the importance of clean source water	O&M	External Affairs	Ongoing	

Table 7: Management Plan



Management Activity	Cost Type	Responsibility	Schedule	Comments
<i>Outreach and Education (cont.)</i>				
Participate in source water collaborative to share ideas and practices with other water utilities and industry	O&M	Management Team	Ongoing	
Support watershed organizations environmental groups and recreational groups through grants, awards and participation in community outreach events	O&M / Grants	Management Team	Ongoing	

Management Activity	Cost Type	Responsibility	Schedule	Comments
<i>Input on Policies / Regulations</i>				
Review and provide feedback on applicable permits and proposed regulations of interest or concern	O&M	WQ/SWP Manager	Ongoing	
Support state and local measures for policies and regulations that balance watershed management with economic growth	O&M	Management Team	Ongoing	

Note: Operation and maintenance (O&M) costs to perform these activities are included in customer rates; SWP – Source Water Protection; WQ – Water Quality.

Table 8: Source Water Monitoring



The following provides information related to the source water monitoring program that is currently implemented at our water treatment facilities.

Source Water Monitoring Program Overview
<ul style="list-style-type: none"> • Continuous raw water quality monitoring with online, multi-parameter devices and integrated alert detection • Availability of gas chromatograph/mass spectrometer (GC/MS) and gas chromatograph/flame ionization detector (GC/FID) for volatiles, semi-volatiles, and diesel/oil range organics • Harmful algae bloom (cyanotoxin) monitoring and response program • Equipment operating procedure documents and program plans
Online Monitoring Equipment Installed
<ul style="list-style-type: none"> • Selected based on risk, reliability, location, purchase price, operation and maintenance • Measures eight (8) parameters: pH, temperature, conductivity, oxidation-reduction potential (ORP), turbidity, dissolved oxygen (DO), total algae and fluorescent dissolved organic matter (fDOM)
Online Monitoring Data Management and Analysis
<ul style="list-style-type: none"> • Data stored locally on data recorder and transmitted real-time to cloud system for backup and analysis • Baseline period accomplished to understand seasonal variations in water quality parameters • Advanced event detection system capable of identifying statistical changes in water characteristics from baseline water quality
Process to Determine Credibility of Contamination Event
<ul style="list-style-type: none"> • Review data in context of conditions (e.g., equipment calibration and maintenance, weather, stream flow, etc.) • Evaluate other information sources for signs of contamination (e.g., spill notifications, complaints, etc.) • See Contingency Plan for additional details related to investigating and confirming contamination events
Internal Laboratory Analytical Capabilities
<ul style="list-style-type: none"> • Two GC/MS units at Kanawha Valley Treatment Plant to test for volatile <u>and</u> semi-volatile organic compounds • GC/FID at Kanawha Valley Treatment Plant to test for diesel/oil range organics • GC/MS unit at Huntington Treatment Plant integrated into ORSANCO network for volatile organics analyses • Online process GC with near real-time monitoring for volatile organic compounds at Kanawha Valley and Huntington Treatment Plants. Kanawha Valley Treatment Plant utilizing alerts and integrated into ORSANCO network • Ion chromatography unit capable of detecting both positively and negatively charged ions at Huntington Treatment Plant • Fully automated assay system at Huntington Treatment Plant for cyanotoxins. Cyanotoxin strips, readers and emergency response kits at all WVAW water treatment plants
Source Water Monitoring Documents and Plans
<ul style="list-style-type: none"> • Standard operating procedure and maintenance documents including equipment quality checks and calibrations • Cyanotoxin management plan to provide internal capability for the screening, analysis, and response of cyanotoxins (microcystins and cylindrospermopsin), for the USEPA established drinking water health advisories • Quality management plan to ensure quality data is generated by the source water monitoring system components

Table 8: Source Water Monitoring



Monitoring System Component	Capital Investment	Est. Annual O&M
Online Monitoring Equipment (per facility)	\$52,500	\$6,800
Online Monitoring Equipment Updates 2019-2021 (facilities combined)	\$81,125	<i>Included in Online Monitoring Equipment O&M above</i>
Laboratory Equipment Updates 2016-2018 (at Central and Western locations)	\$616,000	\$130,845
Laboratory Equipment (at central location)	\$400,000	<i>Included in Laboratory Equipment O&M above</i>



Technician operating GC/MS equipment at the Kanawha Valley Treatment Plant



Standard configuration for online monitoring equipment instrument bench at our facilities

Laboratory Support	<ul style="list-style-type: none"> American Water Central Laboratory Pace Analytical Services Reliance Laboratories Eurofins Eaton Analytical
Spill Notifications	<ul style="list-style-type: none"> Direct contact from agency representatives and/or emergency responders WVDEP spill notifications (via WVBPH District Office) WVDEP harmful algae bloom notification list National Response Center (via ORSANCO) Upstream public water systems and/or facilities
Monitoring / Support Networks	<ul style="list-style-type: none"> ORSANCO WVRain Other West Virginia American Water facilities

Note: Contact information for support resources is maintained in the emergency response plan.

Table 9: Communications Plan Summary



TIERS - Tiered Incident / Event Reporting System (WVBPH)

A	Announcement	Announcement about an incident or event that may pose a threat to the public
B	Boil Water Advisory	System users advised to boil water for drinking or cooking
C	Cannot Drink	System users should not drink or cook with water until further notice
D	Do Not Use	Water should only be used for flushing commodes and fire protection
E	Emergency	Water should not be used for any purpose until further notice

Initial notification will be issued within 30 minutes of determination that a potential threat to public health and safety exists.

Role	Organization	Title
Designated Spokesperson	West Virginia American Water	Government/External Affairs Manager
Supporting Team Member	West Virginia American Water	Area Operations Manager
Supporting Team Member	West Virginia American Water	External Affairs Manager
Regulatory Health Agency	WVBPH - State	Office of Environmental Health Services Director
Regulatory Health Agency	WVBPH - District	Supervising Engineer

Note: Additional partner agency contact details are listed in the emergency response plan.

Designated location to disseminate information to media	<ul style="list-style-type: none"> Primary: WVAW Corporate Office, Charleston, WV Alternate: To be determined based on situation
Potential methods of contacting affected customers (based on situation)	<ul style="list-style-type: none"> Emergency customer notification system (phone, email, text) Local media (press release, press conference, updates) County emergency alert system where available Website and social media (Facebook, Twitter, Instagram) Door-to-door/door hangers Publicly posted notices
Media and other external contacts	<ul style="list-style-type: none"> Company email list for media, public officials, emergency response, health department and other key contacts: WVAW – Weston Updates – External The Media Center (satellite news services)
Staff responsible for maintaining confidential contaminant information & releasing to emergency responders	<ul style="list-style-type: none"> Primary: Source Water Protection Program Manager Erica Pauken, erica.pauken@amwater.com Alternate: Water Quality and Environmental Compliance Manager Billie Suder, billie.suder@amwater.com

Table 9: Communications Plan Summary



Supplemental Contact Information

Bulk Water Purchasers

System Name	PWSID	Phone
Jane Lew PSD	WV3302103	304-997-5703

Downstream Water System

System Name	PWSID	Phone
Clarksburg Water Board	WV3301705	304-624-5467

EED District Office

Office	Contact	Phone
Fairmont District Office	Michael Hawranick, PE	304-368-2530

Table 10: Contingency Plan Summary



We have developed a phased approach to respond to contamination of the surface water supply source for each of our water systems that meets the State regulatory requirements for public notification and is consistent with National Incident Management System (NIMS) and United States Environmental Protection Agency (USEPA) guidance.

The following provides an overview of the event response phases and various considerations that may be incorporated into the response. However, specific actions will depend on the circumstances and the severity of the event, and will be determined based on conditions as they occur.

Note: Additional information related to communication during an event is presented in the Communications Plan.

Initial Notification	<ul style="list-style-type: none"> • Company receives information about a potential contamination threat
Possible Phase	<ul style="list-style-type: none"> • Conduct initial investigation to evaluate threat and whether it poses a risk to public • Consider plans for operational response and communications
Credible Phase	<ul style="list-style-type: none"> • Communicate with appropriate agencies and notify the public within 30 minutes of determination that a threat to public health and safety exists • Continue investigation to characterize and confirm threat • Consider operational response • Determine whether threat can be confirmed through sampling or other evidence • Communicate updates to appropriate agencies and the public
Confirmed Phase	<ul style="list-style-type: none"> • Implement operational actions and support remedial actions to mitigate impacts • Consider resource needs and availability and seek support if appropriate • Determine whether threat continues to pose a risk to the public • Communicate updates to appropriate agencies and the public
Return to Normal	<ul style="list-style-type: none"> • Threat has been reduced or eliminated; return system to normal operations • Continue to monitor situation and modify course if appropriate • Communicate updates to appropriate agencies and the public

Typical Threat Investigation and Operational Response Considerations	
<ul style="list-style-type: none"> • Location of incident • Type and quantity of material(s) involved • Potential for the material(s) to move or migrate • Stream flow and weather conditions • Level of potential risk to public health and safety • Verification of threat from other information sources • Sampling and laboratory analysis results 	<ul style="list-style-type: none"> • Current and predicted system conditions (e.g., demand, available storage, flow, etc.) • Contamination isolation or diversion • Treatment chemical or process adjustments • Alternative power and water supply options • Staff availability and scheduling • Resource availability and scheduling

Table 10: Contingency Plan Summary



The following describes existing capabilities and support arrangements to consider in the case of a contamination event with potential impacts to the water supply. Certain details and contacts are considered confidential for security reasons and are addressed elsewhere, as indicated.

Water Supply	
<ul style="list-style-type: none"> • Intake located on West Fork River • Total finished water storage capacity is approximately 2.2 million gallons • Average and maximum daily system demands in 2021 were 1.1 and 1.4 million gallons per day (MGD) • The ability to utilize storage to mitigate impacts of a contamination event will vary depending on the actual amount of finished water in storage and system demand at the time an event occurs <p>The following information is provided to summarize intake capabilities. Additional details related to operations are included in the Alternate Source of Supply Feasibility Report.</p> <ul style="list-style-type: none"> • Ability to isolate or divert contaminated waters from the surface water intake: None • Ability to close the intake in response to a contamination event: Typically yes. The amount of time that it can remain closed depends on system conditions. • Ability to switch to an alternative source: None currently available 	
Power Supply	
<ul style="list-style-type: none"> • Single power feed from Mon Power • Standby / mobile generators available to supply power to plant and booster stations • Maintenance is performed according to manufacturer recommendations by local personnel and approved vendors • Standby generators are automatically tested on a routine basis <p>The following information is included in emergency response plans:</p> <ul style="list-style-type: none"> • Specific generator capabilities, connections, and on-hand fuel storage • Local generator and fuel suppliers 	
Mutual Aid Agreements	<ul style="list-style-type: none"> • WVWARN • ORSANCO
Additional Support	<ul style="list-style-type: none"> • American Water Works Service Company and other affiliated companies



2022 WVAW Source Water Emergency Response Exercise

Table 11: Alternative Sources of Supply



The following table provides an overview of alternative supply options specific to this water system. A feasibility report was prepared to evaluate each option based on comparative costs, risks and benefits of implementation. Estimated capital costs reflect 2022 pricing. Results of this analysis are included in the summary presented in Appendix D.

The 2022 total estimated cost to implement the alternatives with the highest benefit and/or benefit-to-cost ratio for all West Virginia American Water systems combined ranges from approximately \$221 to \$260 million (M) based on assumptions identified in preliminary engineering studies. Ultimately, the feasibility of alternative supply options would be based on WVBPH and PSC approvals of a project sponsored by the company. Preparations for additional feasibility studies, including treatability, are currently underway. The company has not made a final determination at this time to seek such approvals.

Type	Description	Est. Capital Cost	Considerations
Secondary Intake	Stonecoal Lake	\$28.8M	<ul style="list-style-type: none"> Assumes suitable water quality for treatment process Discharges to lake have not been identified Requires available property for intake and pump station Requires permitting and approvals Construction and traffic control required Unknown recharge of lake and supply reliability
Raw Water Storage	20 MG reservoir – 5-day storage at plant capacity	\$53.8M	<ul style="list-style-type: none"> Requires available property for reservoir Requires permitting and approvals for reservoir Limited supply capacity
Interconnections	City of Buckhannon	\$45.1M	<ul style="list-style-type: none"> Sufficient water may not be available to meet demand Capacity and condition of City’s water treatment plant and distribution system is unknown
Other (Groundwater)	Deep groundwater wells	\$36.2M	<ul style="list-style-type: none"> Requires available property for well fields Variable groundwater quality / yield Limited information until field research is conducted to evaluate groundwater conditions
	Shallow groundwater wells	\$42.2M	

Table 12: Stakeholder Engagement



The following table lists stakeholder engagement activities relative to the 2023 Source Water Protection Plan update.

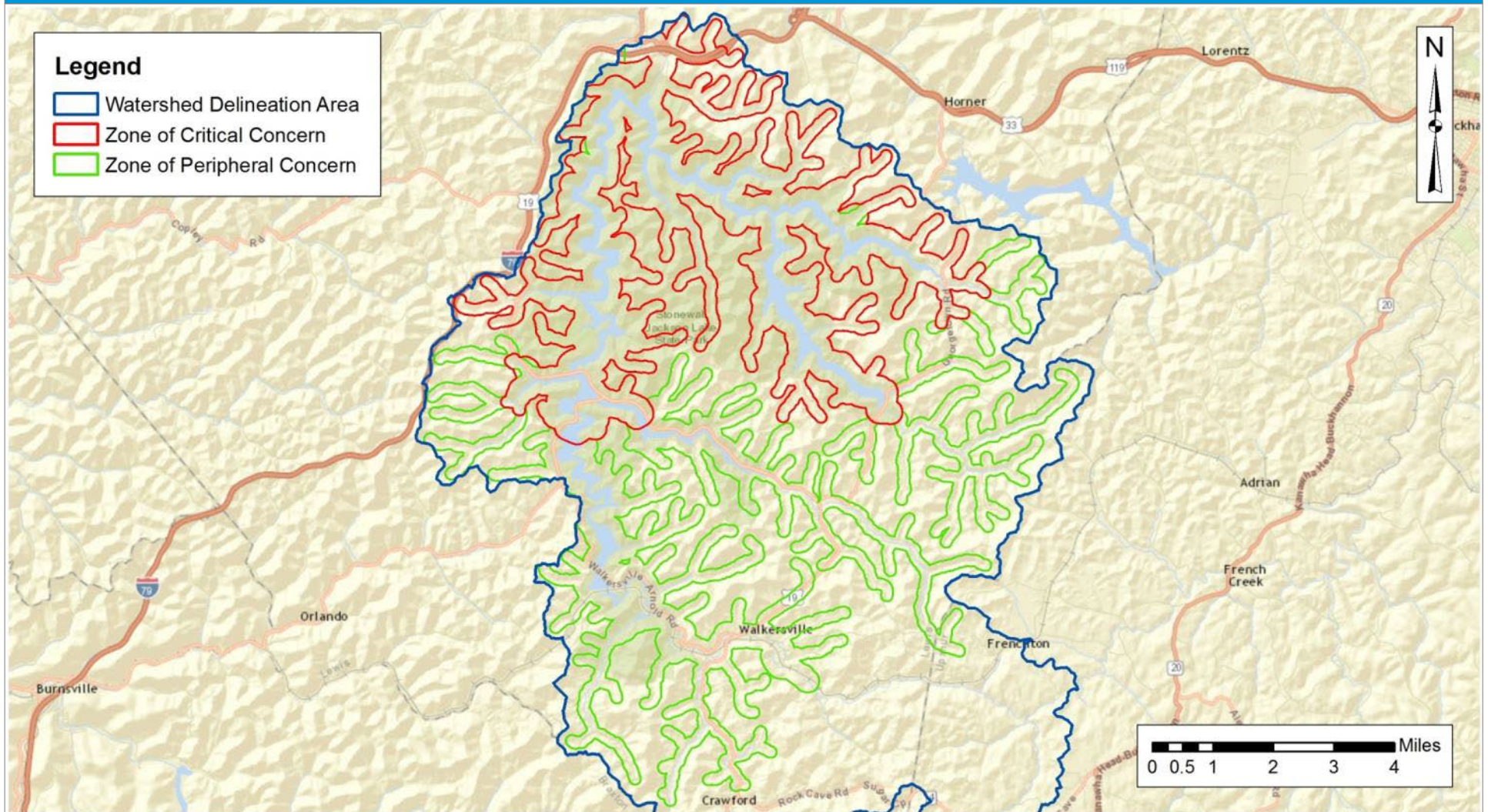
Type	Date	Description of Stakeholder Engagement Activity
Bill Onsert	July 2023	Included information in monthly customer bills about how to get involved in the update process and provide input on source water protection by online form, webinar, or in writing
Website Update	July 2023	Updated the section <i>Water Quality > Source Water Protection > Source Water Protection Planning</i> informing stakeholders how they can get involved in the SWPP update process and provide input
Targeted Outreach	August 2023	Engaged local officials, emergency planners, and other agency / organization representatives for input on SWPPs and PSSC lists
Public Meeting	August 2023	Hosted a virtual meeting open to the public to provide feedback on source water protection plans with a comment period to extend through September 1, 2023, for the Weston SWPP update
GIS Story Map	July 2023	Developed an online, interactive tool for convenient, easy to understand information about SWPPs and an opportunity to provide direct feedback on PSSCs and/or our source water protection planning efforts
SWPP Input Opportunity	Various/Ongoing	Provided targeted information on source water programing, plans and input in various formats including community outreach events, stakeholder newsletters and professional/community presentations
Social Media	Various / Ongoing	Education and outreach related to source water protection activities and opportunities for community involvement posted via West Virginia American Water Facebook, Instagram and Twitter accounts



2023 WVAW Source Water Protection Plan Update- Public Input Meeting

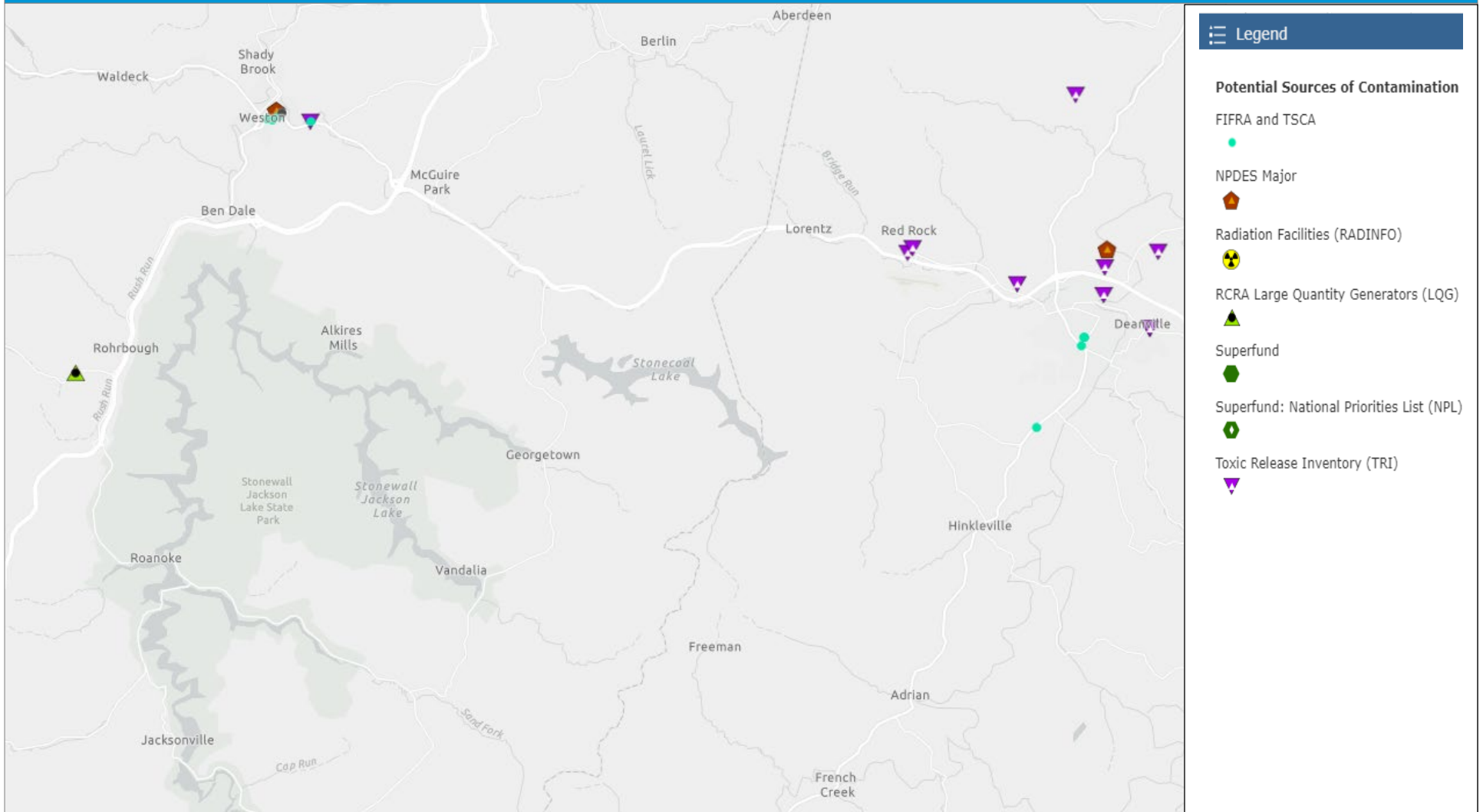
Figures

Figure 1: Mapped Delineation Zones



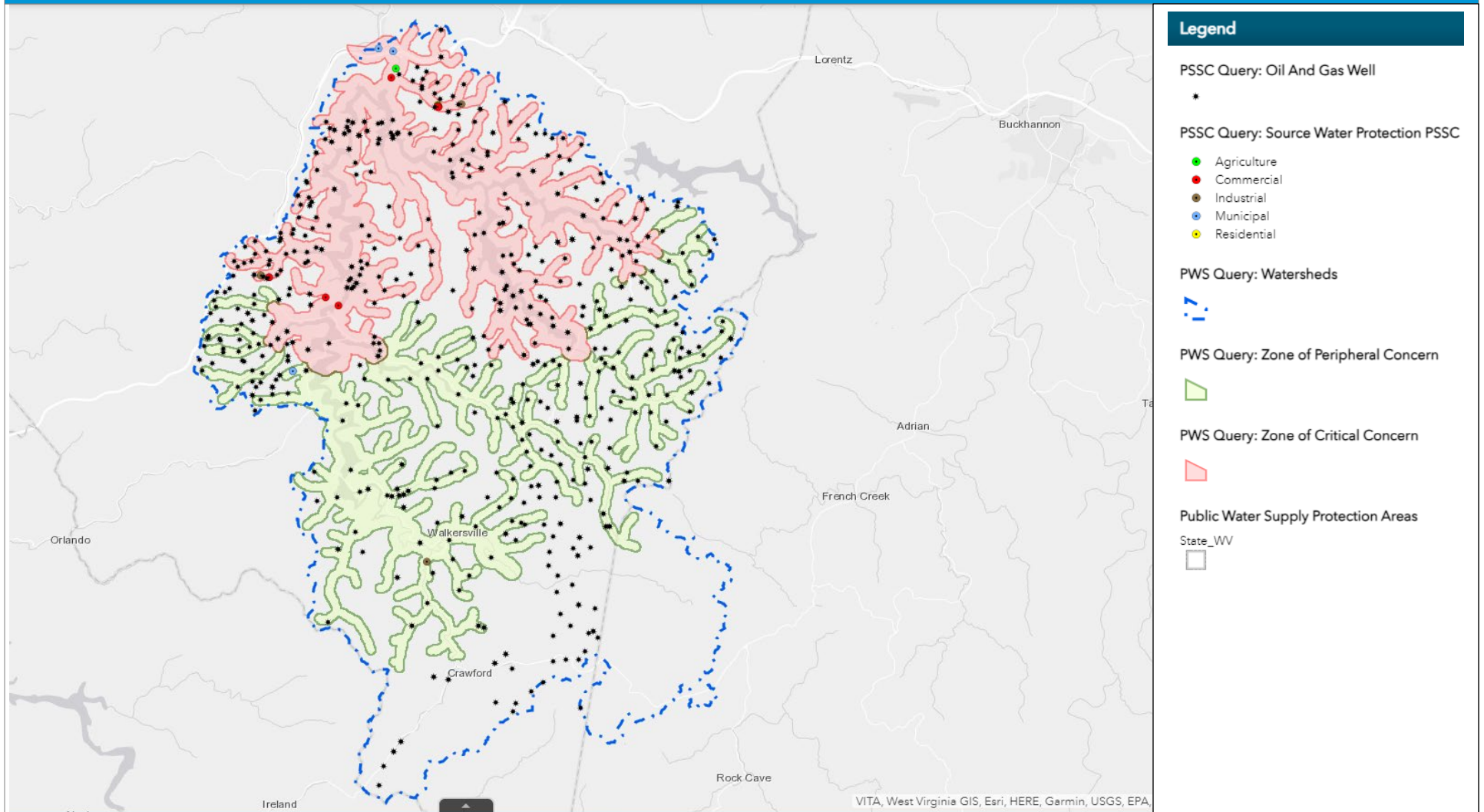
Basemap Source: Esri World Street Map. Delineation zones were provided by WVBPH.

Figure 2: Federal PSSC Data (DWMAPS)



Source: Screen shot accessed from <https://geopub.epa.gov/DWWidgetApp/> on June 22, 2023.

Figure 3: State PSSC Data (WVBPH)



Source: Screen shot accessed from <https://oehsportal.wvdhhr.org/wvswap/index.html> on June 22, 2023.

Appendices

Appendix A

Stakeholder Engagement & Feedback

West Virginia American Water Source Water Protection – Weston System 2023 Public Engagement Activities

Summary

West Virginia American Water (WVAW) conducted public engagement activities specifically for the Weston Water System as part of continuing efforts to engage the public on source water protection planning and management activities during the week of August 7, 2023. The purpose of these engagement activities was to share information about the Weston Source Water Protection Plan (“SWPP” or “Plan”) and obtain feedback from partners and the public on suggested changes or potential sources of contamination. The 2019 SWPP is made available to the public on WVAW’s website and feedback is encouraged and accepted anytime. Updates to the SWPP meet requirements set forth in West Virginia Senate Bill 373. WVAW plans to submit the plan in September 2023.

Two meetings were held, one on August 9th (stakeholder) and the other August 7th (general public) (see Section 1 and 2). The meetings were advertised by WVAW using customer bill inserts, social media, and targeted stakeholder email invitations. Public meeting attendance was minimal despite outreach efforts to encourage public participation (see Section 2).

The facilitators presented a Geographic Information System Story Map during the stakeholder and public meetings that was developed to highlight WVAW’s source water protection efforts for the Weston system. The Story Map can be accessed here:

<https://storymaps.arcgis.com/stories/36d72908fcfa49c388742ac39b75395b>.

The questions and comments from the facilitated discussion of the stakeholder meeting, as well as attendance and questions and answers are provided in the following sections. Other feedback submitted by the public is included in Section 3.

Section 1 – Stakeholder Webinar

Wednesday, August 9th: 10:30 – 11:30 AM Hybrid Meeting

Total Participants: 13

<u>Name</u>	<u>Organization</u>
Brian Carr	WV Department of Health and Human Resources (DHHR)
Reuben Gillispie	WV DHHR
James Gum	Lewis County Office of Emergency Management
Kevin Hamrick	WVAW
Kim Harrison	Mayor of Weston
Nate Stansberry	City of Weston
Erica Pauken	WVAW

Agnes Queen	Lewis County Commission
Bobby Spencer	WVAW
Ray Smith	Lewis County Economic Development Authority
Stephanie Wolverton	Stonewall Resort
Bradley Harris	WVAW
Chris Carew	WVAW

Facilitated Discussion

1. Do you have any questions?

- What happens when someone submits a Potential Significant Source of Contamination (PSSC) through the StoryMap link? Do those entries make it onto WVAW's priority PSSC list?
 - WVAW evaluates what is shared by others to see if it is already in the database, how close the location is to the intake, if the location has permits, and will also check other publicly available databases (e.g., ECHO). Oil and Gas facilities are hard to track down and determine who owns them in the Weston source water protection area. WVAW will add the location to its master database (WaterSuite) if applicable. PSSCs are prioritized based on risk.
- How frequently does WVAW update the priority PSSC list?
 - WVAW reviews its priority list annually with updates as needed.
- How long does the 2.0 million gallons (MG) of treated water storage last? Does the treated water storage volume also include water for the Webster Springs system?
 - It depends on the day-to-day usage. The Weston system typically distributes an estimated 1.3 MG per day. This includes water for the Webster Springs system. The total treated water storage volume including Webster Springs is 2.8 MG, excluding the clearwell.
- What is your fuel supply and how much is available for the backup generator?
 - The backup generator uses diesel fuel with approximately 1,100 gallons of capacity.
- How does WVAW handle a transportation accident on the bridge?
 - Responders can dam and dyke the stream and try to catch the pollutants before it reaches the West Fork River. WVAW can also shut down the system intake if needed. Responders would notify the State to deploy a hazardous response team, which would be called in via the Fire Department. The earlier the notification to WVAW, the better we can respond.
- Does WVAW have a deployable boom?
 - WVAW has booms available, but they are not located at the Weston System. Staff would transport it from another operating area. WVAW can also contract with an

environmental response services company to provide this type of equipment. WVAW does not have the boats to deploy the boom, which limits where we can deploy our own boom without other support.

2. Do you have any general feedback on the Story Map?
 - Mapping the PSSCs is a good first step. Investigating PSSCs upstream from the intake is challenging to do and participants were impressed with WVAW's efforts.
 - WVAW continues to partner with local agencies on projects (e.g., scheduling them together so there is only the need to tear up a road once and repave once all projects are completed).
 - WVAW is timely in notifying customers and stakeholders of any health advisories or updates.
 - One participant inquired how to sign up to get WVAW advisories. WVAW advised speaking with the External Affairs department after the meeting.
 - WVAW works to reduce water loss in their distribution system.
3. Where can WVAW improve on their source water protection program?
 - Finding a secondary source for the Weston System is important. WVAW reviewed groundwater sources, raw water storage, interconnections with Buckhannon, and a secondary intake on the Stonecoal Lake, in a statewide Feasibility Study.
4. How can WVAW better partner with local agencies, the community, and customers on source water protection? Are there other organizations that have source water management goals that WVAW should be involved with?
 - The City of Weston coordinates with WVAW for construction projects (e.g., road paving) and would appreciate even more early communication if there are any planned water projects.
 - Participants praised WVAW for their ongoing communication related to the Southern Water Project (Phase 1) and the major project in Buckhannon in Lewis County.
 - Engaging in the [Corridor H](#) Project Economic Business Development, which will include a new hospital and businesses. It is not known if the project will include any new industries.
 - Participants suggested WVAW invite representatives from WV Department of Transportation and Army Corps of Engineers to future source water protection events/meetings.
 - The Guardians of the West Fork Watershed is a good organization suggested for WVAW to coordinate with.
 - One participant suggested WVAW become a member of the Lewis Upshur Emergency Planning Committee. LEPC has stream data/modeling records that can be shared with WVAW.
5. Do you know of any potential sources of contamination?
 - None identified.
6. Do you have any other comments?
 - None identified.

Section 2 – Public Webinar

Monday, August 7, 12:00 – 1:00 PM Webinar

No external participants joined the webinar. Three WVAW employees attended the webinar. There were no comments or questions from the attendees during the facilitated discussion. Polls were launched and the responses to the poll questions are tallied below.

Poll 1

Rate how useful the StoryMap is in communicating WVAW's source water protection efforts.

<u>Responses Options</u>	<u>Votes</u>
5 (Excellent)	2
4	0
3	0
2	0
1 (Poor)	0

Poll 2

Which section of the StoryMap/Source Water Protection Plan do you find the most useful? (select one)

<u>Responses Options</u>	<u>Votes</u>
System Operations	0
Source Water Delineation and Characterization	0
Potential Contamination Sources	3
Management Plan	0

Poll 3

How will you use the Story Map? (Select all that apply)

<u>Responses Options</u>	<u>Votes</u>
I will review it again on my own time	2
I will share with my neighbors, family/friends, or others	1
I will refer back to it later when questions come up	3
I will not use it	0

Poll 4

Rate how well you think WVAW is protecting and managing their source water.

<u>Responses Options</u>	<u>Votes</u>
5 (Excellent)	1
4	1
3	0
2	0
1 (Poor)	0

Poll 5

How did you hear about today's meeting?

<u>Responses Options</u>	<u>Votes</u>
Social Media (Facebook, Twitter)	1
Bill Insert	0
From a Friend	1
Other	0

Section 3 – Submitted Feedback

To date, there have been no suspected potential sources of significant contamination or feedback submitted through the Story Map or the WVAW website Source Water Protection Feedback Form.

Section 4 – Action Items

Based on the feedback provided during the stakeholder meeting, the following action items were identified for WVAW:

- WVAW could have a representative on the Lewis-Upshur LEPC and be added to the email distribution list. Joining the LEPC would give WVAW access to Tier II reporting information, which can be used in conjunction with resources such as [CAMEO/MARPLOT/ALOHA](#). WVAW will determine the individual who should be represented and share that information with the LEPC.
- WVAW should continue to coordinate with local response partners to identify resources available to respond to a hazardous materials release into the West Fork River. Resources could include booming materials, boats, etc.
- WVAW should include representatives from the WV Department of Transportation at future source water protection events to discuss transportation incidents.
- WVAW should include representatives from the Army Corps of Engineers at future source water protection events to discuss dam-related response.
- WVAW could consider coordinating with the [Guardians of the West Fork Watershed](#) as a source water protection partner in the region.

Appendix B

Communications Plan

B-1 INTRODUCTION

B-1.1 Purpose

This plan provides guidance for West Virginia American Water (also referred to as “Company”) to communicate with agencies and the public in case of a spill, contamination event, or other situation that poses a potential threat to public health and safety.

The procedures and responsibilities described in this plan apply to all West Virginia American Water (WVAW) public water systems. Specific contact details for individual systems are provided in the corresponding Facility Emergency Response Plan.

B-1.2 Regulatory Requirements

West Virginia Code §16-1-9c requires public water systems to develop a “communications plan that documents the manner in which the public water utility, working in concert with state and local emergency response agencies, shall notify the local health agencies and the public of the initial spill or contamination event and provide updated information related to any contamination or impairment of the source water supply or the system’s drinking water supply, with an initial notification to occur in any event no later than thirty minutes after the public water system becomes aware of the spill, release or potential contamination of the public water system.”

The West Virginia Bureau for Public Health (WVBPH) clarified this requirement through rulemaking (§64-3-14.6) for “initial notification to the public to occur in any event no later than thirty minutes after the public water system becomes aware that the spill, release or potential contamination of the public water system **poses a potential threat to public health and safety.**”

On July 1, 2002, the WVBPH adopted the federal public notice rule, which requires “...notice to the public for violations and other situations with significant potential to have serious adverse effects on human health as a result of short-term exposure.” The West Virginia Department of Health and Human Resources has developed the following guidelines in the Manual of Environmental Health Procedures for public notification:

- DW-23: Boil Water Notices for Public Water Systems
- DW-37: Public Notices for Public Water Systems

In general, public notices are required for three types of situations: (1) acute violations or violations of water quality standards that are of an immediate concern; (2) other water quality violations; and (3) monitoring and/or reporting violations. The method and timing of public notification varies by situation, as detailed in DW-37. Procedure DW-23 provides specific guidance for Boil Water Notices (BWN) and Do Not Use (DNU) water notices.

B-2 ROLES AND RESPONSIBILITIES

The communication team listed in the attached summary for each water system will be responsible for working cooperatively with the Company management team and partner agencies to notify the public in a situation that poses a potential threat to public health and safety. The team will also provide updated information related to the situation as appropriate.

B-2.1 Designated Spokesperson

The Designated Spokesperson (or Designee) serves as the Public Information Officer (PIO) for the Company and is authorized to speak on behalf of the Company to partner agencies, the public, and the news media. The Company President or Designated Spokesperson may authorize and/or direct others to issue information that has been approved by the management team.

Additional responsibilities include:

- Announce risk level (using Tiers system) that applies to public notifications
- Issue news releases, updates, and other information regarding the incident/event using appropriate information venues (e.g., emergency notification systems, local news outlets, social media, website, etc.)
- Ensure that news releases are sent to local health agencies and the local news media in the affected area
- Communicate to WVAV employees when public notifications are being issued
- Respond to questions from the news media and others regarding the incident / event
- Participate in news conferences and interviews to provide information and updates, as available and appropriate

B-2.2 Supporting Roles

Other members of the communication team are expected to be familiar with the plan and provide support throughout the public notification and event response process, including coordinating with the management team to:

- Collect information needed to investigate, analyze, and characterize the incident / event
- Provide information to the management staff to support response decisions and actions
- Assist the management staff in handling event response and communication duties

Supporting team members are not authorized to speak on behalf of the Company unless designated by the Designated Spokesperson or President.

B-2.3 Interagency Coordination

The Designated Spokesperson, President and other members of the communication team will coordinate with PIOs from other agencies on statements, updates, joint press conferences, etc. as needed. Message

coordination between emergency response agencies, health agencies and water utilities is important when responding to an incident/event.

B-3 COMMUNICATION PROCEDURES

B-3.1 TIERS Reporting System

West Virginia American Water intends to use the *Tiered Incident / Event Reporting System* (TIERS) as established by WVBPH for communicating with agencies and the public in situations that may threaten water quality. TIERS provides a multi-level notification framework, which escalates the communicated threat level commensurate with the drinking water system risks associated with a particular incident or event. The five-tiered **A-B-C-D-E** risk-based incident response communication format is summarized in the following table.

TIERS Reporting Categories

Tier	Category	Risk Level	Tier Summary
A	Announcement	Low	The water system is issuing an announcement to the public and public agencies about an incident or event that may pose a threat to public health and safety. Additional information will be provided as it becomes available.
B	Boil Water Advisory	Moderate	Water system users are advised to boil any water to be used for drinking or cooking, due to possible microbial contamination. The system operator will notify users when the boil water advisory is lifted.
C	Cannot Drink	High	System users should not drink or cook with the water until further notice. The water can still be used for showering, bathing, cleaning, and other tasks. More information on this notice will be provided as soon as it is available.
D	Do Not Use	Very High	The water should only be used for flushing commodes and fire protection until further notice. More information on this notice will be provided as soon as it is available.
E	Emergency	Extremely High	The water should not be used for any purpose until further notice. More information on this notice will be provided as soon as it is available.

The terminology used in the above table is based on that used by WVBPB. Risk levels for each TIERS category are general in nature and do not represent the actual risk level for a specific incident. Communication templates for each TIERS category are attached and discussed in Section 3.3.

B-3.2 Communication Flow Chart

The attached flow chart illustrates how the Company plans to respond when it receives a report that a spill, release, or other contamination event may have occurred.

Upon initial notification of the incident/event, managers and operators will collect information and verify the need for further investigation. If there is an indication that the incident/event poses a risk to public health and safety, and the initial facts about the incident support it, the Company will issue a public notification consistent with the threat level based on available information. The initial notification will be provided by the Designated Spokesperson (or Designee) to the public and local health agencies within thirty (30) minutes of determining that the incident/event poses a potential risk to public health and safety.

In addition to issuing a notice, Company personnel and partner agencies will continue to investigate and characterize the threat and communicate updates as appropriate. Several iterative cycles may occur after the initial threat assessment including further investigation, response actions, and elimination or mitigation of the threat resulting in a return to normal operations. Communication activities during this period will include:

- Initial notification using TIERS advisory levels
- Notification to the Company's source water protection and communication teams
- Periodic information updates for agencies and the media/public as information becomes available
- Modifications to the applicable advisory tier, as necessary

After the threat level is reduced and operations return to normal, the Company will review communications regarding the incident/event and modify the plan, if appropriate.

B-3.3 Core Messages and Actions

Clear, consistent, and timely messages are important for effectively communicating information about an incident/event with the public. These messages should include only relevant information and clear actions presented in positive terms (e.g., "stay calm" instead of "don't panic"). Repeating a message often helps the audience retain the information.

Message Development

- What happened? (who, what, where, why, when, how)
- What specific customer area is affected?
- What is being done to address it?
- What are the health impacts, if any?
- What are customers instructed to do, if anything?

- When and where will information updates be available?
- When will the problem be resolved?

WVBPH has developed a series of templates for developing messages associated with each TIERS advisory level. The Center for Disease Control (CDC) has also developed a template that can be used in any type of emergency and includes guidelines for risk communication principles and message components. These templates are attached for reference; however, messages will be developed based on the circumstances present at the time.

Message coordination between emergency response agencies, health agencies and water utilities is important when responding to an incident/event. As often as possible, announcements and updates should be made jointly by the Company and its local, regional, state and/or federal partners.

Key points when communicating during an incident/event include the following:

- The health and safety of our customers and our employees is our number one priority.
- We appreciate the patience of our customers as we work to understand and resolve the situation.
- Our team is working on the matters we have identified so far, with the information available to us at this time.
- Our source water protection team and our employees are working very hard to investigate the situation and will help provide possible resolutions to matters we find during the investigation.
- We are working with our partners at the local, state, and federal level to resolve the situation as quickly and as safely as we can.
- We are focused on dealing with the situation based on the facts available to us at this time; we are not in a position to speculate about a variety of possible scenarios that do not exist presently.
- We welcome any information people may have on the situation we are investigating today.

B-3.4 Communication Methods

Communications with the public may be provided by several different methods depending on the situation. The Company will notify customers potentially affected by an incident/event using one or more of the following options:

- Emergency customer notification system (phone, text and email)
- Local media (press release, press conference, updates)
- County emergency alert system where available
- Website and social media (Facebook, Twitter)
- Door-to-door/door hangers
- Posted notices

Primary and alternate designated locations for media interviews and/or press conferences are identified in the attached summary for each water system. The location(s) selected may vary based on the circumstances of an incident/event and will be communicated to the media as a situation develops.

B-4 ACRONYMS

BWN	Boil Water Notice
CDC	Center for Disease Control
DNU	Do Not Use
PIO	Public Information Officer
TIERS	Tiered Incident / Event Reporting System
WVBPH	West Virginia Bureau for Public Health

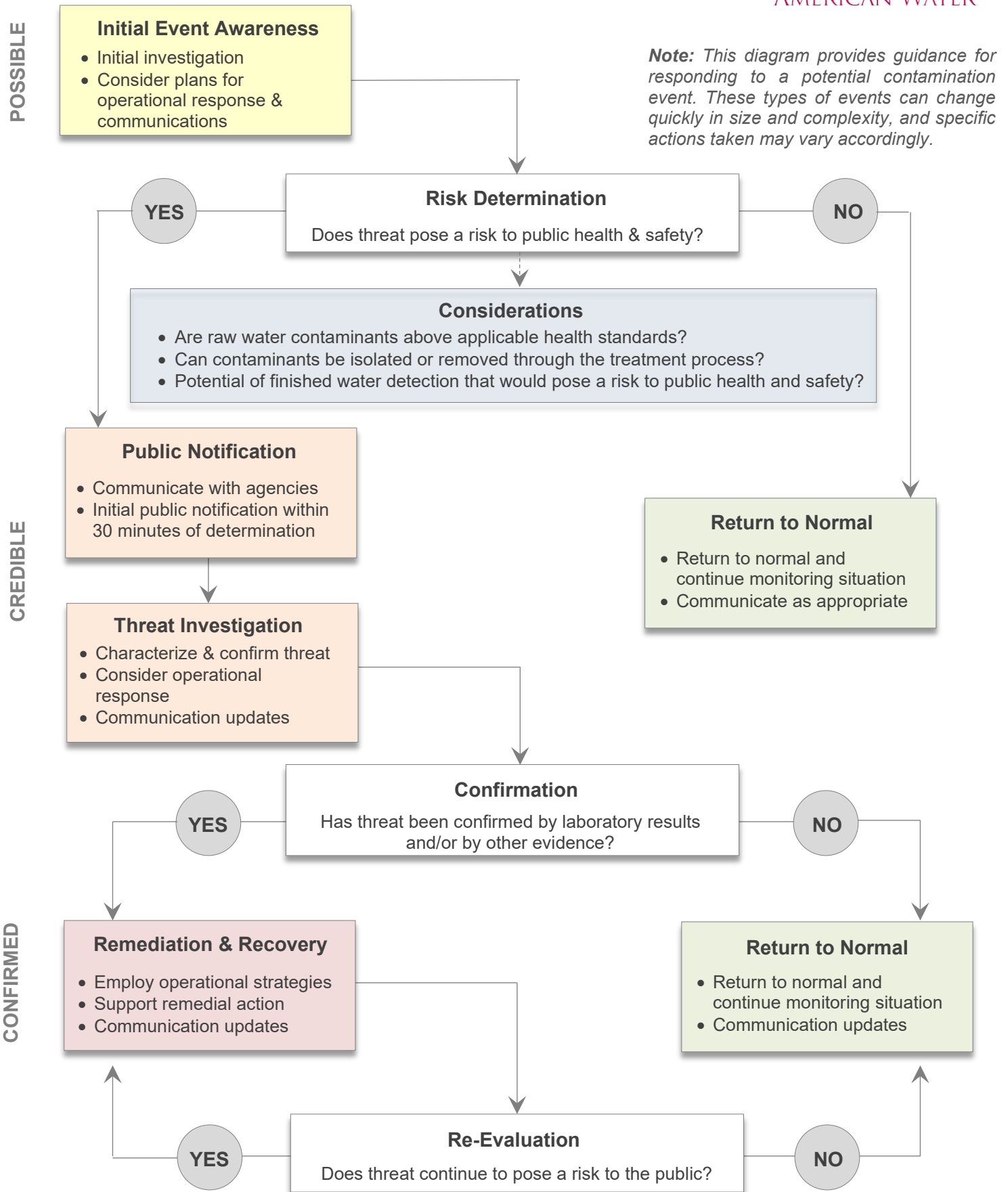
B-5 ATTACHMENTS

The following attachments to this Communications Plan provide additional resources:

- Attachment B-1: Event Response Flow Chart
- Attachment B-2: Core Message Templates



EVENT RESPONSE FLOW CHART



Communications Plan Attachment B-2

PUBLIC NOTIFICATION PHONE MESSAGE SCRIPT

The following is an important message from West Virginia American Water. A possible contamination event has occurred and poses a potential threat to your local water system. West Virginia American Water was notified of a [description of incident] that has entered the [source water name], which is the source of your local water supply. This area includes the following municipalities and/or counties [description of specific area impacted]. Public water systems are required by state law to notify the public within 30 minutes after determining that the incident poses a risk to public health and safety. We are working with [emergency responders/state health officials/agency names] to gather critical information needed to determine the risk to the water system and the appropriate response actions, if necessary. We will provide an update as soon as more information is available. No drinking water advisories have been issued at this time. Thank you for your attention to this message as we work to ensure the quality of your water. No additional information is available at our customer service center at this time.

Communications Plan Attachment B-2

**UTILITY ISSUED NOTICE – LEVEL A
PUBLIC WATER SYSTEM ANNOUNCEMENT**

A WATER SYSTEM INVESTIGATION IS UNDERWAY

On _____ at ____:____ AM/PM, the _____ Water System began investigating an incident that may affect local water quality.

The incident involves the following situation at this location:

There are no restrictions on water use at this time. As always, if water system customers notice anything unusual about their water – such as abnormal odors, colors, sheen, etc. – they should contact the water system at _____.

At this time there is no need for concern if you have consumed or used the water.

Regular updates will be provided about this Announcement as water system staff continue their investigation. Again, there are no restrictions on water use at this time.

State Water System ID# _____ Date Distributed: _____

Communications Plan Attachment B-2

UTILITY ISSUED NOTICE – LEVEL B BOIL WATER ADVISORY

A BOIL WATER ADVISORY IS IN EFFECT

On _____ at ____:____ am/pm, a water problem occurred causing contamination of your water. The areas that are affected are as follows:

Entire Water System or Other: _____

CONDITIONS INDICATE THERE IS A HIGH PROBABILITY THAT YOUR WATER IS CONTAMINATED. TESTING HAS NOT OCCURRED TO CONFIRM OR DENY THE PRESENCE OF CONTAMINATION IN YOUR WATER.

What should I do?

- **DO NOT DRINK THE WATER WITHOUT BOILING IT FIRST.** Bring all water to a boil, let it boil for one minute, and let it cool before using, or use bottled water. Boiled or bottled water should be used for drinking, making ice, brushing teeth, washing dishes, bathing, and food preparation **until further notice.** Boiling kills bacteria and other organisms in the water.

What happened?

- The problem is related to _____

What is being done?

- The water system is taking the following action:

What should a customer do if they have consumed or used the water?

- _____

We will inform you when you no longer need to boil your water. We anticipate resolving the problem within _____ hours/days. For more information, please contact _____ at _____ or _____ at _____.

General guidelines on ways to lessen the health risk are available from the EPA Safe Drinking Water Hotline at 1 (800) 426-4791.

Please share this information others who use this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

State Water System ID# _____ Date Distributed: _____

Communications Plan Attachment B-2

UTILITY ISSUED NOTICE – LEVEL C “CANNOT DRINK” WATER NOTIFICATION

A LEVEL C WATER ADVISORY IS IN EFFECT

On _____ at ____:____ am/pm, a water problem occurred causing contamination of your water. The areas that are affected are as follows:

Entire Water System or Other: _____

CONDITIONS INDICATE THERE IS A HIGH PROBABILITY THAT YOUR WATER IS CONTAMINATED. TESTING HAS NOT OCCURRED TO CONFIRM OR DENY THE PRESENCE OF CONTAMINATION IN YOUR WATER.

What should I do?

- **DO NOT DRINK THE WATER.** You can't drink the water, but you can use it for showering, bathing, toilet-flushing, and other non-potable purposes.
- **BOILING WILL NOT PURIFY THE WATER.** Do not drink the water, even if it is boiled. The type of contamination suspected is not removed by boiling.

What happened?

- The problem is related to _____

What is being done?

- The water system is taking the following action:
-
-

What should a customer do if they have consumed or used the water?

- _____

We will inform you when the water is safe to drink. We anticipate resolving the problem within _____ hours/days. For more information – or to report unusual water conditions such as abnormal odors, colors, sheen, etc. – please contact _____ at _____ or _____ at _____.

Please share this information others who use this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

State Water System ID# _____ Date Distributed: _____

Communications Plan Attachment B-2

UTILITY ISSUED NOTICE – LEVEL D “DO NOT USE” WATER NOTIFICATION

A LEVEL D WATER ADVISORY IS IN EFFECT

On _____ at ____:____ am/pm, a water problem occurred causing contamination of your water. The areas that are affected are as follows:

Entire Water System or Other: _____

CONDITIONS INDICATE THERE IS A HIGH PROBABILITY THAT YOUR WATER IS CONTAMINATED. TESTING HAS NOT OCCURRED TO CONFIRM OR DENY THE PRESENCE OF CONTAMINATION IN YOUR WATER.

What should I do?

- **DO NOT DRINK THE WATER.** The water is contaminated.
- **DO NOT SHOWER OR BATHE IN THE WATER.** You can't use the water for drinking, showering, or bathing. It can be used for toilet flushing and firefighting.
- **BOILING WILL NOT PURIFY THE WATER.** Do not use the water, even if it is boiled. The type of contamination suspected is not removed by boiling.

What happened?

- The problem is related to _____

What is being done?

- The water system is taking the following action:

What should a customer do if they have consumed or used the water?

- _____

We will inform you when the water is safe to drink. We anticipate resolving the problem within _____ hours/days. For more information – or to report unusual water conditions such as abnormal odors, colors, sheen, etc. – please contact _____ at _____ or _____ at _____.

Please share this information others who use this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

State Water System ID# _____ Date Distributed: _____

Communications Plan Attachment B-2

UTILITY ISSUED NOTICE – LEVEL E EMERGENCY WATER NOTIFICATION

A LEVEL E WATER ADVISORY IS IN EFFECT

On _____ at ____:____ am/pm, a water problem occurred causing contamination of your water. The areas that are affected are as follows:

Entire Water System or Other: _____

CONDITIONS INDICATE THERE IS A HIGH PROBABILITY THAT YOUR WATER IS CONTAMINATED. TESTING HAS NOT OCCURRED TO CONFIRM OR DENY THE PRESENCE OF CONTAMINATION IN YOUR WATER.

What should I do?

- **DO NOT DRINK THE WATER.** The water is contaminated.
- **DO NOT USE THE WATER FOR ANY PURPOSE!** You can't use the water for drinking, showering, or bathing, or any other use – not even for toilet flushing.
- **BOILING WILL NOT PURIFY THE WATER.** Do not use the water, even if it is boiled. The type of contamination suspected is not removed by boiling.

What happened?

- The problem is related to _____

What is being done?

- The water system is taking the following action:

What should a customer do if they have consumed or used the water?

- _____

We will inform you when the water is safe to drink. We anticipate resolving the problem within _____ hours/days. For more information – or to report unusual water conditions such as abnormal odors, colors, sheen, etc. – please contact _____ at _____ or _____ at _____.

Please share this information others who use this water, especially those who may not have received this notice directly (for example, people in apartments, nursing homes, schools, and businesses). You can do this by posting this notice in a public place or distributing copies by hand or mail.

State Water System ID# _____ Date Distributed: _____

Message Development for Communication

First, consider the following:

Audience:	Purpose of Message:	Method of delivery:
<input type="checkbox"/> Relationship to event <input type="checkbox"/> Demographics (age, language, education, culture) <input type="checkbox"/> Level of outrage (based on risk principles)	<input type="checkbox"/> Give facts/update <input type="checkbox"/> Rally to action <input type="checkbox"/> Clarify event status <input type="checkbox"/> Address rumors <input type="checkbox"/> Satisfy media requests	<input type="checkbox"/> Print media release <input type="checkbox"/> Web release <input type="checkbox"/> Through spokesperson (TV or in-person appearance) <input type="checkbox"/> Radio <input type="checkbox"/> Other (e.g., recorded phone message)

Six Basic Emergency Message Components:

1. Expression of empathy: _____

2. Clarifying facts/Call for Action:

Who _____

What _____

Where _____

When _____

Why _____

How _____

3. What we do not know: _____

4. Process to get answers: _____

5. Statement of commitment: _____

6. Referrals: _____

For more information _____

Next scheduled update _____

Finally, check your message for the following:

Positive action steps Honest/open tone Applied risk communication principles Test for clarity Use simple words, short sentences	Avoid jargon Avoid judgmental phrases Avoid humor Avoid extreme speculation
---	--

Appendix C

Emergency Response Plan Certification



WEST VIRGINIA
AMERICAN WATER

Emergency Response Plan Certification Statement

I certify that the West Virginia American Water Weston Water System (PWSID WV3302104) has an emergency response plan¹ in place in accordance with the Public Health Security Bioterrorism Preparedness & Response Act of 2002 that was last updated in May 2023.

The plan covers the following areas identified by WVBPH: emergency response team, emergency communications, list of sensitive populations, list of major users, personnel and property protection measures, training, resource inventory, repair and supply providers, and procedures for specific emergency incidents.

Signature of Responsible Party or Designee

09/27/23

Date Signed

Robert Burton

Name of Authorized Signatory

President

Title of Authorized Signatory

¹ West Virginia American Water refers to this document as an Emergency Preparedness Manual and Facility Emergency Response Plans.

Appendix D

Summary of Alternate Source of Supply Feasibility Report

APPENDIX D SUMMARY OF ALTERNATE SOURCE OF SUPPLY FEASIBILITY REPORT

On March 8, 2014, West Virginia's Senate passed Senate Bill No. 373 which was an act to amend and reenact sections under Chapter 16 of the Code of West Virginia which deals with Public Health. In 2019, the West Virginia Legislature passed House Bill 2612, which amended §16-1-9 and is reflected below. West Virginia American Water (WVAW) solicited the support of American Water's Business Services Engineering group in meeting some of the requirements in the Bill, specifically the following sections:

§16-1-9c. Required update or completion of source water protection plans.

- (a) An existing public water utility that draws and treats water from a surface water supply source or a surface water influenced groundwater supply source shall submit to the commissioner an updated or completed source water protection plan for each of its public water system plants with such intakes to protect its public water supplies from contamination. Every effort shall be made to inform and engage the public, local governments, local emergency planners, local health departments, and affected residents at all levels of development of the protection plan.
- (b) The completed or updated plan for each affected plant, at a minimum, shall include the following:
 - 2) An examination and analysis of the public water system's ability to isolate or divert contaminated waters from its surface water intake or groundwater supply, and the amount of raw water storage capacity for the public water system's plant;
 - 3) An examination and analysis of the public water system's existing ability to switch to an alternative water source or intake in the event of contamination of its primary water source;
 - 4) An analysis and examination of the public water system's existing ability to close its water intake in the event the system is advised that its primary water source has become contaminated due to a spill or release into a stream, and the duration of time it can keep that water intake closed without creating a public health emergency;
 - 5) The following operational information for each plant receiving water supplies from a surface water source:
 - A. The average number of hours the plant operates each day, and the maximum and minimum number of hours of operation in one day at that plant during the past year; and
 - B. The average quantities of water treated and produced by the plant per day, and the maximum and minimum quantities of water treated and produced at that plant in one day during the past year;
 - 6) An analysis and examination of the public water system's existing available storage capacity on its system, how its available storage capacity compares to the public water system's normal daily usage and whether the public water system's existing available storage capacity can be effectively utilized to minimize the threat of contamination to its system;

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- 9) If the public water utility's water supply plant is served by a single-source intake to a surface water source of supply or a surface water influenced source of supply, the submitted plan shall also include an examination and analysis of the technical and economic feasibility of each of the following options to provide continued safe and reliable public water service in the event its primary source of supply is detrimentally affected by contamination, release, spill event or other reason:
- A. Constructing or establishing a secondary or backup intake which would draw water supplies from a substantially different location or water source;
 - B. Constructing additional raw water storage capacity or treated water storage capacity or both, to provide at least two days of system storage, based on the plant's maximum level of production experienced within the past year;
 - C. Creating or constructing interconnections between the public water system with other plants on the public water utility system or another public water system, to allow the public water utility to receive its water from a different source of supply during a period its primary water supply becomes unavailable or unreliable due to contamination, release, spill event or other circumstance;
 - D. Any other alternative which is available to the public water utility to secure safe and reliable alternative supplies during a period its primary source of supply is unavailable or negatively impacted for an extended period; and
 - E. If one or more alternatives set forth in paragraphs (A) through (D) of this subdivision is determined to be technologically or economically feasible, the public water utility shall submit an analysis of the comparative costs, risks and benefits of implementing each of the described alternatives.

The requirements described above were evaluated for each of the following WVAW systems:

- Kanawha Valley
- Bluefield
- Huntington
- Weston
- New River
- Webster Springs
- Bluestone
- Gassaway

Note that §16-1-9c-(b)-(1), (7), (8), and (10) through (13) are not included here because these sections are addressed separately in the source water protection plan.

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Responses to §16-1-9c-(b)-(2) through (6) for each system include specific operational information that is considered confidential for security reasons. These details are not included in this summary but were submitted to WVBPB. In general, each WVAW system can typically prevent contamination from reaching the water treatment plants by closing valves on intake pipes and/or shutting off the raw water pumps. The duration of time that the water intake could be closed before the system would run out of clean water depends on the amount of finished water storage available in each system at the time of a plant shutdown. The actual amount of storage that may be used at any given time can vary based on location, water quality conditions, and other operational considerations.

In response to the requirements under §16-1-9c-(b)-(9), an analysis of alternative sources of supply was conducted for each system. In general, each system was evaluated to determine if there were feasible alternatives for the following supply sources:

- Alternate intake;
- Interconnection with nearby water systems;
- Raw water storage; and
- Groundwater.

For the raw water storage evaluation, the feasibility of installing sufficient raw water storage to be able to supply five (5) days of plant capacity to the treatment plant was assessed instead of the two days required by §16-1-9c. This approach was taken due to the potential amount of time that a plant could be out of service in the event of a chemical spill or catastrophic event. In general, finished water storage was not considered in the evaluation due to the amount of storage this would entail and the water quality concerns associated with a high water detention time of finished water in the system.

For each system, a high-level preliminary design was developed for each alternative, when feasible. WVAW is considering interconnecting the Bluestone system with the Bluefield system and retiring the Ada WTP which serves the Bluefield system. Interconnection of the Weston system with the Webster Springs system was completed in 2022. These projects have multiple benefits to the company and its customers. Therefore, for the purposes of the alternative supply analysis, it was assumed that these systems would be interconnected as noted and the alternative supply was sized to be sufficient to supply both interconnected systems.

The preliminary design included sizing calculations for equipment and pipes, identification of potential locations for new facilities, and layouts for potential pipeline routes. Conceptual level capital and O&M cost estimates were prepared for each alternative.

The alternatives were then ranked using a quantitative evaluation method developed by American Water. The purpose of this evaluation process was to rank the available alternatives against each other, not necessarily to identify a single feasible solution. Criteria for the evaluation were selected to evaluate each alternative based on the West Virginia Bureau of Public Health (WVBPH) Feasibility Study Guidance Document and American Water's prior experience with alternatives evaluations.

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A pair-wise comparison was performed to develop a weighting from 1 to 10 for each criterion with 10 being the most important. For each system, each potentially feasible alternative was given a score from 1 to 5 for each criterion with 5 representing the most favorable rating. The score was multiplied by the weight for each criterion, and these were added together to develop a benefit score for each alternative. It should be noted that the benefit score does not include cost of the project. Each benefit score was then divided by an annualized life cycle cost to determine the benefit/cost score for each alternative. The advantage of this method of evaluation is that it allows for the alternatives with the highest benefits to be identified without the bias of costs.

The alternatives with the highest benefit and/or benefit/cost score for each system are presented in Attachment D-1 along with the estimated costs and the benefits and risks associated with the selected alternative. For the Huntington and Gassaway systems, two alternatives are presented because the feasibility of implementing the lowest cost alternative for each is unknown. Project costs were updated to 2022 dollars. Accordingly, the rate impact to the customer was also updated to reflect the new costs.

Attachment D-1 also shows the rate impact as a percentage of rate increase to customers for each of the selected alternatives based on WVAW's 2022 rate structure. Since WVAW has single tariff pricing the impact of the projects were evaluated together to determine the impact to customers. If all of the projects that are discussed in the table were to be implemented, this would result in an estimated rate increase between 12.9% and 15.2% for all WVAW customers.

In 2018, WVAW filed an expanded version of the Kanawha Valley Alternate Source of Supply Feasibility Report. The expanded report incorporated Potesta & Associates' findings in the Raw Water and Sediment Study Report for the Kanawha River and considered feasibility of finished water storage as a potential alternative, in addition to the previously identified alternatives.

In 2020, WVAW contracted with Hazen and Sawyer to conduct a treatability study to evaluate using the Kanawha River as an alternate source of supply for the WVAW Kanawha Valley Water Treatment Plant. The sampling for the study was complete in 2021. The study report is currently in draft format and WVAW is evaluating the findings and determining the costs and benefits to customers.

Attachment D-1: Summary of Alternative Supply Analysis

System	Alternative with Highest Feasibility or Benefit/Cost Score	Estimated Capital Cost (millions)	Estimated O&M Cost (annual)	Rate Impact (%)	Benefits	Risks
Bluestone and Bluefield ¹	37.5 MG Raw Water Storage	\$51.5	\$48,811	2.96%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Land appears to be available near the Bluestone WTP for reservoir so minimal environmental and customer impacts 	<ul style="list-style-type: none"> Land identified for raw water storage may not be available for use Higher water table than anticipated could add to the costs for dewatering and/or elevation of the tanks Limited supply capacity (5 days) with limited capability of expansion
	3.9 MG Raw Water Storage	\$11.0	\$18,623	0.64%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Land appears to be available at Gassaway WTP for raw water storage so minimal environmental and customer impacts Low safety risk since tank will be on plant site 	<ul style="list-style-type: none"> Higher water table than anticipated could add to the costs for dewatering and/or elevation of the tanks Limited supply capacity (5 days) with limited capability of expansion
Gassaway	Develop Groundwater Wells	\$1.3	\$17,367	0.09%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Land appears to be available at Gassaway WTP for wells so minimal environmental and customer impacts Low safety risk since wells will be on plant site 	<ul style="list-style-type: none"> Groundwater availability is unknown without extensive groundwater investigations Long term availability of supply is not known Permitting for groundwater allocation may be a lengthy process
	New Intake on Guyandotte River	\$42.0	\$114,994	2.46%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Low safety risk Minor environmental impacts Fully redundant supply with opportunity for capacity expansion Guyandotte River was approved for temporary supply in 2015 	<ul style="list-style-type: none"> Outfalls and other obstacles along river bank not identified; may require additional time and cost to avoid conflicts Survey of the river bottom was not yet completed for this feasibility study Availability of property for intake and raw water pump station could affect the cost of this alternative Upgrades may be required if the source water is not found to be suitable for treatment at the existing WTP
Huntington	Industrial Intake	\$12.5	\$0	0.71%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Low safety risk Minor environmental impacts Relatively low customer impact during construction Guyandotte River was approved for temporary supply in 2015 	<ul style="list-style-type: none"> Owner of intake may not be amenable to a connection with their intake and pump station or agreement for use may become invalid if ownership changes hands in the future Existing raw water pumps may not be sufficient for transferring water to the Huntington WTP Alternate pipeline route may be required due to construction or permitting issues Owner of intake may require the use of their intake during the time it is needed by WVAW Upgrades may be required if the source water is not found to be suitable for treatment at the existing WTP Intake not owned by WVAW so may not be expandable if additional supply is needed in the future

Attachment D-1: Summary of Alternative Supply Analysis

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System	Alternative with Highest Feasibility or Benefit/Cost Score	Estimated Capital Cost (millions)	Estimated O&M Cost (annual)	Rate Impact (%)	Benefits	Risks
Kanawha Valley	Intake on Kanawha River	\$75.4	\$440,496	4.43%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Low safety risk Minor environmental impacts Fully redundant supply with opportunity for capacity expansion Sampling program is underway to assess water quality 	<ul style="list-style-type: none"> Outfalls and other obstacles along river bank not identified; may require additional time and cost to avoid conflicts Survey of the river bottom was not yet completed for this feasibility study Availability of property for intake and raw water pump station could affect the cost of this alternative Significant traffic control may be required for the microtunneling trench excavations Kanawha River sediment may be contaminated; dredging and barge traffic may disturb the sediment and release it into the river Upgrades may be required if the source water is not found to be suitable for treatment at the existing WTP
	20 MG Raw Water Storage	\$26.1	\$79,809	1.54%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required 	<ul style="list-style-type: none"> Land identified for raw water storage may not be available for use Higher water table than anticipated could add to the costs for dewatering and/or elevation of the tanks Limited supply capacity (5 days) with limited capability of expansion
	20 MG Raw Water Storage	\$53.8	\$32,849	3.09%	<ul style="list-style-type: none"> Alternative supply would be available with minimal operator effort No additional treatment facilities required Land appears to be available near the Weston WTP for reservoir so minimal environmental and customer impacts 	<ul style="list-style-type: none"> Land identified for raw water storage may not be available for use Higher water table than anticipated could add to the costs for dewatering and/or elevation of the tanks Limited supply capacity (5 days) with limited capability of expansion
Total Estimated Cost³		\$220.6 to \$259.8	\$619,333 to \$735,583	12.94% to 15.23%		

Notes:

1 – Cost includes interconnection of Bluestone and Bluefield systems

2 – Cost includes interconnection of Weston and Webster Springs systems

3 – Cost represents range with two alternatives for Gassaway and Huntington because the feasibility of implementing the lowest cost alternative for each is unknown