

Purpose

The City of Philomath Annex exists as a supplement to the Benton County Emergency Operations Plan. The annex contributes to the overall plan by providing specific operational information about hazards, resources, and response organizations in Philomath.

Scope

The City of Philomath is located on the western edge of the Willamette Valley, near the point where the Mary's River leaves the Coast Range and comprising an area of approximately two square miles. Philomath is located approximately five miles west of the City of Corvallis, in Benton County.

The current population, 4610, based upon the Population Research Center at Portland State University.

Situation

The City of Philomath is located on the western edge of the Willamette Valley, near the point where the Mary's River leaves the Coast Range and comprising an area of approximately two square miles. Philomath is located approximately five miles west of the City of Corvallis, in Benton County. Incorporated in 1882, the current population is 4610.

The City of Philomath is located mid-Willamette Valley with a population of 4610. Established at the base of Mary's Peak, the tallest peak in the Coast Range, Philomath is just West of Corvallis and Oregon State University and a short 45 minute drive from the Oregon Coast. This unique location offers very diverse opportunities including hiking and mountain biking on Mary's Peak, Division I sports at Oregon State University, fishing on the Alsea River, or wine tasting at local wineries.

The City is located on the north bank of the Mary's River, a tributary of the Willamette River. Mary's River Park, a City park in the southwest part of the town, is peaceful natural area that attracts residents and visitor alike. The privately owned rodeo grounds, adjacent to the park property, are host to the annual Philomath Frolic and Rodeo

Philomath's beautiful natural surrounding and its location between Corvallis and the coastal city of Newport, provide an attractive site for business and tourist development. The City is located in the foothills of the Coast Range and Mary's Peak, which is the tallest peak in the Coast Range. The City of Philomath was incorporated in 1882 and now covers approximately two square miles. Highway 20/34 is the primary road from Bend to Newport and passes through the center of town. It has been estimated that approximately 14,000 vehicles per day pass through the downtown, making traffic enforcement a primary concern for the community.

The City's commercial district includes a variety of businesses, as well as the Benton County Historical Museum. The Police Station, City Hall and the Philomath Community Library are located on a city campus off Applegate Street.

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The Mary's River flows from west to east along the southwestern edge of the Urban Growth Boundary. With the Mary's River serving as its southern border, sections of southern Philomath are subject to flooding. The Mary's River flood plain is generally limited to the southwestern corner of the city. This area includes land which has residential, commercial and light industrial development. Flooding occurs in the following areas:

South 19th St., South 15th St., South 13th St, South 9th St. and Mary's River Park off South 11th St.

In 2007 the City of Philomath completed a major storm sewer upgrade that eliminated local flooding from surface run off from storm related events.

Organization and Assignment of Responsibilities

City agencies and response partners may have various roles and responsibilities throughout the duration of an emergency. Therefore, it is particularly important that the local command structure established to support response and recovery efforts maintain a significant amount of flexibility to expand and contract as the situation changes. Typical duties and roles may also vary depending on the severity of impacts, size of the incident(s), and availability of local resources. Thus, it is imperative to develop and maintain flexibility within the command structure and response community.

The Benton County Emergency Manager is responsible for emergency management planning and operations for the area of the county lying outside the corporate limits of the county's incorporated municipalities. The Mayor or other designated official, pursuant to city charter or ordinance, of each incorporated municipality is responsible for emergency management planning and operations for that jurisdiction.

The City of Philomath has developed a plan for implementing ICS and for assisting with training and preparing essential response staff and supporting personnel to incorporate ICS concepts into all facets of an emergency. Each agency and department is responsible for ensuring that critical staff are identified and trained at a level that enables effective execution of existing response plans, procedures, and policies. A training roster that highlights levels and types of training completed by response personnel and essential support staff for the City must be maintained by individual agencies, volunteer organizations, private companies, and other community partners.

The Philomath City Council is charged by ORS 401.305 with the responsibility of establishing an emergency management agency, which has been implemented through the adoption of Philomath Police Dept. Policy 206, dated January 2009. Through the City Manager-approved EMO, the Police Chief has been appointed the Emergency Management Director (EMD). The EMD is responsible for developing a citywide emergency management program that will provide a coordinated response to a major emergency or disaster.

Benton County EOP

The City EMO consists of an Administrative, Legislative, and Incident Management Team and is under the immediate operational direction and control of the City Manager, who coordinates decision-making with the City EMD. The City's emergency management program provides the nucleus for emergency operations by channeling information and resources to support roles and responsibilities assigned by this plan. During any type of emergency, the following functions and tasks typically require coordination by the City government:

- Disaster reporting;
- Transportation of victims and displaced persons;
- Repair and recovery of essential community services; and
- Dissemination and management of public information and emergency instructions.

Command and Control

In accordance with ORS 401.305 and Philomath Police Dept. Policy 206, dated January 2009, the responsibility for emergency management and direction and control in time of disaster is vested with the City Manager. The City Manager has executive control over all departments, divisions, and offices of the City of Philomath during a state of emergency. The City Manager is responsible for performing such duties as imposing regulations, causing emergency measures to be enforced, and designating emergency areas. In the event that the City Manager is unable to perform the above duties, he or she may delegate the duties and responsibilities to a designee.

Communications

Through adoption of the Benton County Emergency Operations Plan, the City of Philomath in turn would rely on the guidelines and services described and defined in the Benton County EOP titled ESF 2 Communications.

For reference the primary emergency communications in Philomath is the Law Enforcement two way radio system maintained by the Corvallis Regional Communications Center and the City of Corvallis. The City of Philomath also maintains a bank of Verizon Cellular telephones, for backup. This is consistent with the practices of the CRCC.

The City of Philomath Public Works Department also maintains a two way radio system, which includes, base stations, vehicle mounted and portable radios.

The City of Philomath also has a dedicated exclusive wireless internet network, which can be used for communication. This wireless network is accessible at all city buildings and over 80% of the town.

Administration, Finance, and Logistics

Mutual Aid Agreements

Under Oregon law, all local jurisdictions are members of a statutorily created mutual assistance compact (ORS 402.200-402.240). This compact, meant to streamline the mutual aid process, allows local jurisdictions to request assistance from another local government to prevent, mitigate, respond to, or recover from an event that overwhelms the requesting jurisdiction's available resources.

In addition the City of Philomath is party to the following mutual aid agreement:

- Oregon Water/Wastewater Agency Response Network

Local governments are not required to provide resources to the requesting government, and may withhold resources needed to respond to incidents in their own jurisdictions.

Public Employee Policies

Changes to Staffing

In the event that additional staff are needed to respond during an emergency, requests will be made for outside assistance as needs are identified, and will be tailored to specific incident response.

Public employees and private contractors may work exaggerated shifts at different work locations and accept additional responsibilities as appropriate and approved by their immediate supervisor.

Liability

Liability issues and potential concerns among government agencies, private contractors, and other response partners across jurisdictions are addressed in existing mutual aid agreements, personal services contracts, and other formal memoranda established for Philomath and its surrounding areas. Copies of these documents can be accessed through the Philomath Emergency Program Manager. During an emergency situation, a local declaration may be necessary to activate these agreements and allocate appropriate resources as allowed for in Philomath Municipal Code 3.20.040 (B4).

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Safety of Employees and Family

All city department heads and elected officials or designees are responsible for their employees' safety. If the workplace is unsafe, alternate facilities and staff locations should be established, and notification regarding employee duty assignments should follow procedures established by each agency and department.

Upon request, the Oregon Occupational Safety and Health Administration may provide assistance and guidance regarding worker safety and health issues. Information on emergency procedures and critical tasks involved in a biological emergency incident or disease outbreak is presented in ESF 8 and in this EOP's IAs.

Employee Response after a Disaster.

Employees who are at home when a disaster occurs should ensure the safety of their family members before they report for work. Employees should attempt to contact their supervisors and managers within the first 24 hours following an incident. Employees should not use 9-1-1 as a common communication mechanism; direct emergency assistance or resources are needed.