

Gladstone Power Emergency Response Plan

This Emergency Response Plan addresses:

- Public appeal to reduce load
- Mandatory load reduction
- Restoration of load

1 Emergency Response Team

The Emergency Response Team will be activated if any of the above occurs and is responsible for ensuring this plan is implemented.

Role on Team	Name	Title	Extension
Director (primary)	James Olson	Electric Superintendent	(906)280-6698
Director, alternate	Ben Hewitt	Lead Lineman	(906)420-4639
Member	Dave Mathias	Lineman	(906)280-0786

2 Public Appeal to Reduce Load

Discussed below are the actions the utility will take in response to:

- Advance notification that a public appeal to reduce load may be forthcoming
- Public appeal issued
- Public appeal terminated

2.1 Public Appeal Possible

If the utility is notified that a public appeal to reduce load may be forthcoming (such notification will be from WPPI Energy via telephone), the utility will take the following actions:

- Review this Emergency Response Plan.
- Determine whether to alert the entities listed below under 2.2.1 Immediate Actions (2.2 Public Appeal Issued) to prepare for the possibility that there may be a public appeal to reduce load, and if a public appeal is in fact issued the utility will be asking them to startup their standby generation or voluntarily reduce load.

2.2 Public Appeal Issued

2.2.1 Immediate Actions

Upon learning a public appeal to reduce load has been issued (as a result of either a telephone call from WPPI or communications from the Local Balancing Authority), the utility will take the following actions:

- Startup the utility's standby generation.
- Request startup of all other available municipal standby generation (e.g., municipal water and wastewater standby generation facilities including back-up engines to maintain municipal water supplies and sewage handling facilities).
- Request shutdown all non-essential municipal load.
- Request startup of all available customer standby generation (e.g., hospitals).

Standby generation and contact information to support the above actions are as follows:

Utility Standby Generation

Generator	kW	Notes
None		

Other Available Municipal Standby Generation and Contact Information

Generator	kW	Contact Name	Contact Title	Contact Telephone All (906)
Electric Garage	17	James Olson	Elect. Superintendent	280-6698
Public Safety	10	Ron Robinson	P.S. Director	280-9924
Water (portable)	60	Rob Sprietzer	Water Superintendent	399-0764
Waste Water	600	Rodney Schwartz	W.W. Superintendent	280-0203

Non-essential Municipal Load and Contact Information

Load	kW	Contact Name	Contact Title	Contact Telephone All (906)
Recreation	< 5	Wendy Taavola	Rec. Director	420-4745
Public Works	< 10	Barry Lund	P.W. Director	241-7519
City Hall	15	Eric Buckman	City Manager	280-2444

Customers With Standby Generation

Customer Name	kW	Contact Name	Contact Title	Contact Telephone
None				

2.2.2 Next Steps

After addressing the startup of standby generation and the shutdown of non-essential municipal load as discussed above, the utility will take the following actions:

- Inform utility staff that a public appeal to reduce load has been issued and be prepared to take customer calls.
- Outreach to the media during a public appeal is the responsibility of the Local Balancing Authority (LBA); therefore, your utility does not need to inform or contact the local press that a public appeal to reduce load has been issued. (Doing so may result in the unintentional dissemination of outdated, conflicting or confusing information.)
- Should your utility receive media inquiries regarding a public appeal, the following reply is suggested: “In response to the public appeal issued by [LBA-see section 5 for a listing], which has responsibility for coordinating this appeal throughout our general area, our utility is taking appropriate steps to help reduce our municipal electric load and ease strain on the regional system. We encourage local customers to take any voluntary steps they can to help reduce electric load as well. Media inquiries and requests regarding the public appeal should be directed to [LBA-see section 5 for contact information].”
- Notify the police and fire departments and other local government, city, village, and county officials that emergency electrical outages may be forthcoming.
- Solicit significant commercial and industrial load for voluntary load reduction.

2.3 Public Appeal Terminated

Upon learning a public appeal to reduce load has been terminated (as a result of either a telephone call from WPPI or communications from the Local Balancing Authority), the utility will take the following actions:

- First:
 - Inform any load that responded to the utility’s request for voluntary load reductions to resume normal operations: for example, significant commercial and industrial load, non-essential municipal load.
 - Inform any standby generation that responded to the utility’s request to operate to stop operating: customer, municipal (including any utility standby generation).
- Next:
 - Inform utility staff that the public appeal to reduce load has been terminated and be prepared to take customer calls.
 - Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
 - Notify the police and fire departments and other local government, city, village, and county officials that the public appeal to reduced load has been terminated.

3 Mandatory Load Reduction

3.1 Immediate Actions

First, the utility will immediately implement any instructions to shed firm load. The utility will receive instructions to shed firm load from its transmission owner (transmission emergency) or Local Balancing Authority (capacity emergency). Instructions to shed firm load must be implemented unless it is impossible to do so.

- Repeat the instructions to confirm your understanding, and confirm with the caller your understanding is correct.
- Alert customers with critical needs (e.g., hospitals) on each distribution substation feeder and local agencies who can assist critical needs customers.
- Shed firm load. Use the information in the table below (Actions to Shed Firm Load) to shed firm load, consistent with plans to sustain service where possible to critical needs customers.
- Remain ready to respond to additional instructions to shed firm load.

Information (Critical Needs Customers, Actions to Shed Firm Load) to support the above actions is as follows:

Critical Needs Customers

#	Customer Name	Address	Telephone #	Feeder #
1	Water Treatment Plant	22 Delta Avenue	428-3460	1203
	Plan to Sustain Service: Maintain operation of Industrial Circuit			
2	Waste Water	413 Minneapolis Avenue	428-1757	1204
	Plan to Sustain Service: Maintain service to Downtown East Residential Circuit.			
3	Public Safety	144 4 th Avenue N.E.	428-3132	1204
	Plan to Sustain Service: Maintain service to Downtown East Residential Circuit			
4				
	Plan to Sustain Service:			

Know what action at each substation will produce the requested load reduction. Actions may include local or remote operation of (1) substation feeder breakers or reclosing devices, (2) sectionalizing switches or fuses, and/or (3) primary side disconnects in individual substations.

Any of these actions may be required at various stages during an emergency to effectively respond to specified load reduction targets.

Actions to Shed Firm Load

Location (e.g., Substation #, Pole #)	Device (e.g., feeder #, breaker #, reclosure #, switch #)	Approximate Load	City Load Served	# Critical Needs Customers
Substation	S.B. Res. (1201)	550 KW	<50	0
Substation	N.B. Res (1205)	800 KW	0	0
Substation	Downtown W (1202)	950 KW	<50	0

3.2 Next Steps

After implementing the load shed, the utility will:

- Inform utility staff that there will be emergency electrical outages and be prepared to take customer calls.
- Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
- Notify the police and fire departments and other local government, city, village, and county officials that there will be emergency electrical outages.

4 Restoration of Load

First, the utility will restore load in the manner and timing as instructed. Wait to restore both manually shed load and automatically shed load until instructed.

Next, the utility will:

- Inform utility staff that load is in the process of being restored and be prepared to take customer calls.
- Media requests for updates and information about the public appeal should be directed to [LBA-see section 5 for a listing].
- Notify the police and fire departments and other local government, city, village, and county officials that load is in the process of being restored.

5 Local Balancing Authority Contact Information and Identification Table

The table below provides Local Balancing Authority contact information should you receive media inquiries.

Local Balancing Authority	UPPC
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Name	Abbreviation	Contact Information
Alliant East	ALTE	608.458.4040 news@alliantenergy.com
Alliant West	ALTW	WI: 608.458.4040 IA: 319.786.4040 news@alliantenergy.com
We Energies Northern WI-MI	MIUP	414.221.4444
Xcel	NSP	612.215.5300 mediainquiries@xcelenergy.com
Upper Peninsula Power Co (UPPCO)	UPPC	888.267.3644 Or 906.449.2015
We Energies (WEPCO)	WEC	414.221.4444
Wisconsin Public Service	WPS	800.977.2250

The table below is alphabetized by WPPI Energy member and lists each member's Local Balancing Authority.

Member	Local Balancing Authority	Member	Local Balancing Authority
Alger Delta	MIUP & UPPC	Muscoda	ALTE
Algoma	WPS	Negaunee	UPPC
Baraga	UPPC	New Glarus	ALTE
Black River Falls	NSP	New Holstein	WPS
Boscobel	ALTE	New London	WEC
Brodhead	ALTE	New Richmond	NSP
Cedarburg	WEC	Norway	MIUP
Columbus	ALTE	Oconomowoc	WEC
Crystal Falls	MIUP	Oconto Falls	WEC
Cuba City	ALTE	Plymouth	ALTE
Eagle River	WPS	Prairie du Sac	ALTE
Evansville	ALTE	Preston	ALTW
Florence	MIUP	Reedsburg	ALTE
Gladstone	UPPC	Richland Center	ALTE
Hartford	WEC	River Falls	NSP
Hustisford	ALTE	Slinger	WEC
Independence	ALTW	Stoughton	ALTE
Jefferson	WEC	Sturgeon Bay	WPS
Juneau	ALTE	Sun Prairie	ALTE
Kaukauna	WEC	Two Rivers	WPS
L'Anse	UPPC	Waterloo	WEC
Lake Mills	WEC	Waunakee	ALTE
Lodi	ALTE	Waupun	ALTE
Maquoketa	ALTW	Westby	NSP
Menasha	WEC	Whitehall	NSP
Mount Horeb	ALTE		