

2026



Emergency Operations Plan for Reserve Township

TOWNSHIP MANAGER

JAN KOWALSKI

EMERGENCY MANAGEMENT COORDINATOR

DAVE MOORE JR.

TOWNSHIP OF RESERVE
ALLEGHENY COUNTY, PENNSYLVANIA

RESOLUTION 807

EMERGENCY OPERATIONS PLAN ADOPTION


PROMULGATION


THIS PLAN WAS ADOPTED BY BOARD OF COMMISSIONERS, RESERVE TOWNSHIP,
ALLEGHENY COUNTY, COMMONWEALTH OF PENNSYLVANIA

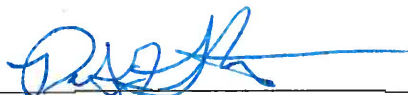
UNDER RESOLUTION NO. 807 DATED MARCH 4, 2026.

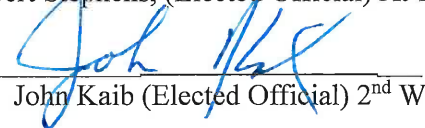
IT SUPERCEDES ALL PREVIOUS PLANS.

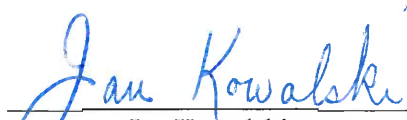

Ronald Neurohr (Chief Elected Official) 2nd Ward

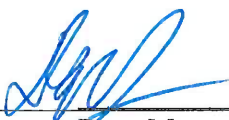

Edward Vincent (Elected Official) 1st Ward


Sharon Sweeney (Elected Official) 3rd Ward


Robert Stephens, (Elected Official) At-Large


John Kaib (Elected Official) 2nd Ward


Jan Kowalski
(Township Manager)


Dave Moore, Jr.
(Emergency Management Coordinator)





RESERVE TOWNSHIP EMA NOTIFICATION AND RESOURCE MANUAL (NARM)

Controlled Document – Not for Public Distribution

CONTROLLED DOCUMENT DISCLAIMER

This document contains sensitive emergency management, notification, and resource information intended solely for authorized personnel of Reserve Township and cooperating agencies.

Distribution, reproduction, or disclosure of this document or its contents to unauthorized individuals is prohibited.

This document is maintained separately from the public Emergency Operations Plan (EOP) and may contain personally identifiable information, facility access details, contact lists, and resource information necessary for emergency response operations.

If you are not an authorized recipient and have received this document in error, please notify Reserve Township immediately and destroy all copies.

Jurisdiction: Reserve Township, Allegheny County, Pennsylvania

Document Type: Notification & Resource Manual (NARM)

Classification: Controlled / Limited Distribution

1. DOCUMENT CONTROL

Jurisdiction: Reserve Township, Allegheny County, Pennsylvania

Associated Plan: Reserve Township Emergency Operations Plan (EOP)

Maintained By: Emergency Management Coordinator

Security Level: Controlled / Limited Distribution

Authorized Users

- Emergency Management Coordinator
- Township Manager
- Emergency Services Leadership
- Designated EOC Staff
- Allegheny County Emergency Services (as required)



2. PURPOSE

This Notification and Resource Manual (NARM) supports the Reserve Township Emergency Operations Plan (EOP) by providing detailed notification procedures, contact information, and

resource listings required for effective emergency response and coordination. This manual contains sensitive information and is therefore a controlled document.

3. RELATIONSHIP TO THE EOP

The Emergency Operations Plan establishes policy, authority, and operational concepts. The NARM provides operational details including contacts, notifications, and available resources. The NARM may be updated independently of the EOP.

4. NOTIFICATION PROCEDURES

Emergency Notification Sequence:

1. Establish Incident Command
2. Notify Emergency Management Coordinator
3. Determine EOC Activation Level
4. Initiate internal notifications
5. Notify Allegheny County Emergency Services (ACES), if required

Internal Township Notifications

<u>Position</u>	<u>Primary Contact</u>
Emergency Management Coordinator	Dave Moore Jr., 412-496-2741, davemoorejr@aol.com
Township Manager	Jan Kowalski, 724-991-3851, manager@reservetwp.com
Fire Chief	Dave Moore Jr., 412-496-2741, davemoorejr@aol.com
Police Chief	Brandon Morgan, 412-848-5008, bmorgan@reservetwp.com
Public Works Supervisor	Jim Roemer, 412-965-9107
EOC Liaison	Steve Wilharm, 412-473-1592



5. EMERGENCY OPERATIONS CENTER (EOC)

Primary EOC:

Reserve Township Municipal Building
33 Lonsdale Street, Pittsburgh, PA 15212

EOC Activation Levels:

- Level 3 – Monitoring
- Level 2 – Partial Activation
- Level 1 – Full Activation

6. COMMUNICATIONS & WARNING

Public Warning Systems:

- CodeRED Emergency Notification System
- Township Website
- Township Social Media
- County EAS / IPAWS (via ACES)

7. RESOURCE INVENTORY

Emergency Services Resources

<u>Resource</u>	<u>Owner</u>
Fire Apparatus	Reserve / Mutual Aid
Ambulance Services	Ross West View EMSA / Mutual Aid
Police Units	Reserve / Mutual Aid

8. TRAINING, REVIEW, AND MAINTENANCE

This NARM shall be reviewed annually by the Emergency Management Coordinator. Contact information shall be validated at least once per year or after any major personnel change.



Reserve Township Emergency Operations Plan

1. PURPOSE

The purpose of this plan is to prescribe activities to be taken by municipal government and other community officials to protect the lives and property of the citizens in the event of a natural, technological or terrorism emergency or disaster and to satisfy the requirements of the Pennsylvania Emergency Management Services Code, (35 PA C.S. Section 7101 et seq.), as amended, to have a disaster emergency management plan for the municipality.

2. SITUATION

A. Reserve Township Location

Reserve Township is a 1.9 square mile area located in Allegheny County, Southwest Pennsylvania. The population of Reserve Township is 3,204 (2020 census).

B. Reserve Township Capabilities and Resources

1. Organizations and Facilities

Reserve Township maintains a combination of governmental and volunteer emergency services organizations and facilities that are equipped to deal with most disasters. Therefore, effective response to disasters must rely upon the development of plans, organizations, trained personnel and agreements for mutual aid that will enable the rapid mobilization and utilization of the total resource capabilities of government and the private sector.

2. Warning System

Reserve Township will rely on Allegheny County Emergency Service (ACES). Allegheny County maintains a flood warning system, applicable to all watersheds in the county, and can "activate a fire/EMA warning system and the Emergency Alert System (EAS)" operated by local radio & television stations. In addition, NWS weather monitors are available.



C. Summary of Township Vulnerability to Hazards

1. Natural Hazards

Reserve Township, by virtue of its terrain and location, is subject to the following natural hazards: floods, winter storms, drought, tornadoes, earthquake, wind storms, landslides, ground subsidence, wildfire, environmental hazards, and hail storms. Floods and winter storms occur every year. While the remaining natural hazards are unpredictable and occur less frequently, they can present significant problems for emergency response agencies.

2. Man-Made Disasters

Man-made disasters occurring with Reserve Township, in no special order of their frequency, are: transportation accidents, fires, cyber-attack, civil disturbance, opioid addiction, water supply deficiencies, energy emergencies, mine subsidence and hazardous materials incidents. The fastest growing of these hazards in terms of significance to personal safety are hazardous material accidents.

3. Enemy Attack - Allegheny County

While perhaps the least likely of the hazards, an enemy attack upon the United States could expose Allegheny County to the effects of conventional or nuclear missiles, chemical and biological agents, and paramilitary action to include sabotage. Allegheny County has been designated as a risk area for conventional or nuclear attack, because potential target areas lie within or adjacent to county boundaries. In case of attack, Allegheny County citizens in evacuated target areas will have to be sheltered.

4. Terrorist Activity

More so than the danger of an enemy attack, a major concern at the present time is the possibility of Terrorist activity involving the use of explosives or chemical, biological, radiation, and nuclear (CBRN) agents. Although these incidents would be similar to hazmat incidents there are major differences that must be considered.

- a. Increased toxicity of CBRN agents.
- b. Need for advanced detection equipment and procedures
- c. Mass casualties, both as a result of agent exposure and psychological reasons.
- d. Mass decontamination requirements.
- e. Persistency of CBRN agents resulting in extended contamination of the incident site.
- f. Danger of the possibility of the presence of a secondary device.
- g. Requirement to treat the incident area as a crime scene.



5. Resources Shortage

Emergency management of available resources with the Township and County may become necessary in the event of unavailability of or substantially reduced supplies of any new or processed natural resource, commodity, or goods and services that bear a substantial relationship to the health, safety and welfare of the citizenry.

D. Assumptions

1. A major disaster, emergency or terrorism event may cause numerous fatalities and injuries, property loss, and disruption of normal life-support systems, and will have an impact on the regional economic, physical, and social infrastructures.
2. The extent of casualties and damage will depend on factors such as the time of occurrence, severity of impact, weather conditions, population density, building construction, and the possibility of cascading events such as fires, explosions, structural collapse, contamination issues, loss of critical infrastructure and floods.
3. A major disaster or emergency will overwhelm the capabilities of the local municipal governments along with their emergency response agencies.
4. The county will coordinate and support the activities of multiple political subdivisions in accordance with the provisions of the Pennsylvania Emergency Management Services Code. The County Division of Emergency Management may need to respond on short notice to provide timely and effective assistance.
5. Upon a determination that resource requests exceed or may exceed locally available resources, the Township will request assistance from the County or the Pennsylvania Emergency Management Agency (PEMA).
6. The occurrence of a major disaster or emergency may result in the declaration of a disaster emergency by the Governor. Depending upon the severity of the event, the Governor may request a Declaration of Emergency or Major Disaster from the President, or a declaration of Economic Emergency from the administrator of the Small Business Administration.
7. The Pennsylvania Intrastate Mutual Aid System (PIMAS) will make aid available to the county and all of its political subdivisions that have not opted out of the system.
8. PIMAS will be utilized in response to emergencies and disasters that require actions beyond the capacity of the local municipality or the county in which the incident occurs.



3. CONCEPT OF OPERATIONS

A. General

1. Obligations of Elected Officials

The governing body of Reserve Township within Allegheny County will establish an emergency management organization in accordance with the plan and program of the Pennsylvania Emergency Management Agency (PEMA) and (35 PA.C.S.). PEMA is the lead state agency for coordination of emergency operations plans. Through the review process, the PEMA Director ensures that the emergency operations plan of State departments/agencies, counties, municipalities and designated institutions are coordinated and in consonance with the Commonwealth Emergency Management Operations Plan. The Director also ensures that policy and program implementations are in consonance with Federal and State requirements.

2. Emergency Management Functions

Emergency Management functional assignments in this plan are based on the concept that they parallel normal day-to-day functions as closely as possible. The same material resources and personnel will be employed as much as possible before seeking outside assistance.

3. Declaration of Disaster Emergency

The President of the Board of Commissioners of Reserve Township may declare a disaster emergency should the need arise. The effect of a declaration is to activate the response and recovery aspects of the emergency operations plan and to authorize furnishing aid and assistance. The period of the declaration cannot exceed seven days without formal renewal. Any declaration must be given prompt and general publicity and be filed with County EMA. The Governor of the Commonwealth of Pennsylvania has statutory authority (35 PA. C.S.), as amended, over state, county and municipal government agencies for direction, control, coordination and support of response when he deems it necessary to declare a disaster emergency to meet an existing or impending hazardous situation.

4. Unmet Needs

When all appropriate locally available forces and resources are fully committed by the Township, assistance shall be requested by the EMC from Allegheny County EMA.



B. Inter-Jurisdictional Assistance

1. Obtaining Assistance at Municipal and County Levels

When a disaster overwhelms the resources of the Township, mutual aid agreements previously developed with supporting governmental and volunteer agencies and neighboring municipalities may be executed. Mutual Aid Agreements with neighboring municipalities may be executed when resources within Allegheny County Emergency Services are depleted.

2. Obtaining State and Federal Assistance

When the Township/County resources are fully committed, assistance may be requested through PEMA from state agencies, requests will be made based on the Initial Disaster Report. If assistance is needed beyond state capabilities, PEMA will coordinate requests to the proper federal agencies, including a request with the Federal Emergency Management Agency for a Presidential Declaration of Emergency or Major Disaster.

C. Direction, Control, Coordination and Support

1. Levels of Government

Direction of disaster emergency operation services is the responsibility of the lowest affected level of government. When two or more municipalities with the county are affected, the county will exercise responsibility for direction of support activities within the area of operations. County direction and support entails utilization of its communications and organization to coordinate all aspects of support to municipal response and provide information needed to ensure public safety. When two or more counties are affected by a disaster emergency, the Governor will exercise directional authority and control through PEMA. The PEMA Director shall be prepared to become the Executive Officer in charge of carrying out the decisions of the Administration for direction, coordination and support of response activities for all state department/agencies counties, municipalities and designated institutions. PEMA will exercise this authority through the affected county emergency management agencies.

2. Control of Outside Support Forces

Support forces furnished from jurisdictions outside the affected area will be tasked, on a mission basis, but remain under the operational control of the Township or the municipality furnishing the force.

3. Emergency Operations Center (EOC)

The EOC is located at 33 Lonsdale St. Pittsburgh, PA 15212. Dispatch of specialized emergency services is controlled by Allegheny County 911, 24 hours a day, 7 days a week, 365 days per year.



D. Continuity of Government

1. Reserve Township Government

The present form of government is by election of one commissioner from each of the 4 wards within the Township and 1 commissioner at large, and an appointed Township Manager.

2. Continuity of Reserve Township Government

The governing body of Reserve Township is responsible for establishing the lines of succession to provide for the continuity of government and emergency management operations.

a. The line of succession for the Board of Commissioners of Reserve Township;

- i. President, Board of Commissioners
- ii. Vice-President, Board of Commissioners
- iii. Member, Board of Commissioners
- iv. Member, Board of Commissioners
- v. Member, Board of Commissioners
- vi. Township Manager

b. Emergency Management Coordinator

The line of succession for the emergency Management Coordinator;

- i. Emergency Management Coordinator
- ii. EMC - Deputy 1 (if needed)
- iii. EMC - Deputy 2 (if needed)

c. Emergency Response Organizations

Each emergency response organization will establish and maintain standard operation procedures (SOP) that:

(1) Identify the official and successors responsible for directing the organization's emergency response operations;

(2) Identify circumstances under which succession authority would become effective;

(3) Identify the specific emergency authority that may be assumed by a designated successor during emergency situations; and



(4) Prescribe procedures to be followed in executing the organization's emergency response tasks.

d. Brief New Officials

The Emergency Management Coordinator will brief newly elected/appointed officials regarding the responsibilities and procedures contained in this plan.

3. Relocation of EOC

If it is determined that the EOC needs to be relocated for direction and control functions, then an alternate EOC location could be utilized at:

(1) Reserve Volunteer Fire Dept. 33 Lonsdale St., Pittsburgh, PA 15212

(2) Ross/West View EMSA Station 212 3441 Mt. Troy Road, Pittsburgh, PA 15212

4. Preservation of Records

Reserve Township elected officials and heads of departments and agencies will ensure that all officially recorded public and private documents are protected from unauthorized disclosure, damage or destruction at all times.

E. Phases of Emergency Management

1. Mitigation

Mitigation refers to action to reduce or eliminate the adverse effects of future natural or man-made emergencies. Therefore, mitigation constitutes much of the normal day-to-day business of emergency management agencies at each governmental level.

2. Preparedness

Preparedness actions, programs, and systems existing prior to an emergency are used to support and enhance response to an emergency disaster. Planning, training, and exercising are among activities conducted under this plan.

3. Response

Response consists of activities and programs designed to address the immediate and short-term effects of the onset of any emergency or disaster. It helps to reduce casualties and damage and to speed recovery. Response activities include direction and control, warning,



evacuation and other similar operations. In a slowly developing emergency, there is an "increased readiness" period in which preparation is accelerated as appropriate for the emergency.

4. Recovery/Mitigation

Recovery includes both short- and long-term activities. Short-term operations seek to restore critical community services and provide for basic public needs. Long-term recovery focuses on restoring the community to a normal or an improved state; of affairs. The recovery period is also opportune time to institute mitigation measures, particularly those related to the recent emergency. Recovery actions might include temporary housing, food distribution, restoration of non-vital government services, and reconstruction of damaged areas.

4. ORGANIZATION AND RESPONSIBILITIES

A. Organization

1. Reserve Township

The elected officials are responsible for the health, welfare and safety of the residents within the Township and as such, the elected officials of the Township have the overall responsibility for direction and control over municipal activities related to emergencies and disasters that affect their jurisdiction only. Reserve Township will:

a. Emergency Management Coordinator

Appoint a municipal Emergency Management Coordinator, that shall be appointed by the Township Commissioners and obtain a gubernatorial appointment. Once approved by the Governor, the Emergency Management Coordinator shall act on behalf of the municipal officials in coordinating and executing municipal activities to cope effectively with a disaster or emergency situation.

b. Emergency Operation Center

Establish, equip and staff an Emergency Operations Center (EOC) where a coordinated response to an emergency situation can be implemented.

c. Emergency Operation Plan

The Township shall have, as a minimum, a basic plan that conforms with County Emergency Services, PEPA's Generic Municipal Plan, which be updated biennially.



d. Aboveground Storage Tanks

Maintain a current list of addresses and capacities of all aboveground storage tanks in excess of 21,000 gallons within the municipality.

e. Provide emergency workers where needed.

f. Training

Provide training for paid and volunteer personnel operating in the emergency management agency of the Township.

g. Unmet Needs

Determine personnel and equipment unmet needs and satisfy them from private sector, volunteer organizations, or mutual aid agreements.

h. Provide for alert and warning of the public.

i. Emergency Responsibilities

Provide for emergency services and functions as necessary to include the evacuation of persons from stricken areas.

j. Reports

Provide prompt reports of disasters, incident/events to the County Emergency Services as required in accordance with the provisions of the Pennsylvania Emergency Incident Reporting Systems (PEIRS)

k. Liaison

Provide a liaison representative to the County EOC, as required, to advise decision-makers; coordinate with other operating forces; and, to enhance direction and control of forces responding in the Township's jurisdiction.

2. Emergency Situations

In emergency situations, governmental and volunteer organizations are mobilized to implement specific emergency response activities. The Reserve Township Emergency Management Agency is augmented by representation from each participating emergency response organization. This augmented staff operates from the EOC to provide a timely coordinated and comprehensive response to emergencies.



B. Responsibilities

1. Elected Officials

- a. Are responsible for establishing a municipal emergency management organization;
- b. Provide for continuity of operations
- c. Establish lines of succession for key positions
- d. Designate departmental emergency operation centers and alternatives
- e. Prepare and maintain this EOP in consonance with the county emergency operations plan
- f. Establish and equip and staff an EOC
- g. Recommend an EMC for appointment by the Governor who shall act on their behalf
- h. Issue declarations of disaster emergency if the situation warrants
- i. Apply for federal post-disaster funds, as available

2. Governmental Departments/Agencies and Volunteer Groups

- a. Standard Operating Procedures
Develop and maintain their own emergency standard operation procedures, including those for notification and recall.
- b. Provide staff support and resources
- c. Alternate Sites
Identify, in conjunction with the Emergency Management coordinator, alternate emergency function sites to be used in case of evacuation.
- d. Exercise
Participate in prescribed exercises simulating emergencies or disasters.

3. Reserve Township Emergency Management Staff and Other Supporting Organizations

- a. Emergency Management Coordinator (EMC)



Coordinates operations of the EMA staff; provides liaison with Allegheny County Emergency Services. (See Direction and Control)

b. 1st Deputy Emergency Management Coordinator (Deputy -1)

Assists the EMC, functions as the Operations Officer of the EOC. If the EMC is absent, will perform the duties of EMC. (See Direction and Control)

c. 2nd Deputy Emergency Management Coordinator (Deputy -2)

Assists the EMC, functions as the Situation Officer; Collects and analyzes information regarding emergency situations. If the 1st Dep EMC is absent, will perform the duties of Deputy 1. If the EMC and Deputy 1 are absent will perform the duties of EMC. (See Direction and Control)

d. Communications Officers (Also performs the duties of Warning Officer)

Directs and coordinates Reserve Township communications systems and personnel in support of the EMA; functions as the

e. Warning Officer.

Warning Officer (Duties performed by Communications Officer) Receives and disseminates alert/warning information; tests and coordinates warning systems.

f. Public Information Officer

Advises on public matters, prepare news releases to the media;

g. Police Services Officer

Coordinates use of law enforcement resources within the Township.

h. Fire-Rescue Officer

Coordinates use of fire, rescue and hazardous materials response resources throughout the Township.

i. Health/Medical Services

Provides information relating to health and medical problems; coordinates use of medical and health resources within the Township.

j. Resource Manager (duties performed by Public Works)

Maintains Township Resource Manual; recommends allocation of Township resources to EMC; manages actions to fill unmet needs.



k. Public Works Officer (performs duties of Resource Manager)

Provides information on water, sewage, road conditions and repair, potential engineering matters, building inspection and repair. Coordinates resources of public works within the Township.

l. Damage Assessment Officer

Is part of a damage assessment team, coordinates all damage assessment and reporting activities of the Township in accordance with Township and County procedures.

5. ADMINISTRATION AND LOGISTICS

A. Administration

1. County and Municipal Government Reports and Records

a. Municipal Government Reports

Municipal government will submit damage assessment reports, situation reports, and requests for assistance to County EMA.

b. County Emergency Services Report

The County Emergency Services will forward reports and requests for assistance to the appropriate PEMA Area Office.

c. Record of expenditures and obligations in emergency operations must be maintained by municipal government and county agencies employing their own bookkeeping procedures.

d. Log-Type Records

Narrative and log-type records of response actions will be kept county and municipal management agencies.

e. Other Organization Reports

The County Emergency Services Division will request reports from relief agencies and other non-governmental organizations when deemed necessary.



f. Reports to PEMA

The County Emergency Services Division will make reports to PEMA by the most practical means, in accordance with PEMA requirements. Written logs will be maintained by the County Emergency Services to ensure an accurate, factual basis for status reports to PEMA as well as after action reports.

2. Non-discrimination

There will be no discrimination on grounds of race, color, religion, nationality, sex, age or economic status in the execution of disaster preparedness or disaster relief and assistance functions. The policy applies equally to all public and private sectors.

B. Logistics

1. Agreements and Understanding

Should a municipal government's resource prove to be inadequate during an emergency operation, requests will be made for assistance from other municipalities, county, and state level of government, and other agencies in accordance with existing or emergency negotiated mutual aid agreements and understandings. Such assistance may take the form of equipment, supplies, personnel, or other available capabilities. All agreements and understandings will be entered into by duly authorized officials.

C. Intergovernmental Cooperative Agreements

1. Authority

Article 9, Section 5, of the Pennsylvania Constitution provides that any municipality may cooperate or agree in the exercise of any functions, power or responsibility with other governmental units.

2. Joint Agreements

Municipalities may jointly cooperate in the exercise or performance of emergency management responsibilities listed in the plan. Ordinances may be developed as deemed appropriate for such purposes. (P.L. 762, No 180).



3. Content of Agreements

The ordinance adopted by the governing body of a municipality entering into an intergovernmental cooperation or delegating or transferring any functions, powers or responsibility shall specify:

- a. condition of agreement
- b. duration of the term of the agreement
- c. purpose and objectives
- d. manner and extend of financing
- e. organizational structure
- f. manner in which property shall be acquired, managed or disposed of

4. PEMA Assistance

PEMA will provide assistance to those municipalities desiring an example of an intergovernmental agreement to satisfy all or a portion of their emergency management responsibilities.

6. AUTHORITY

A. Authority

Through the authority of the Pennsylvania Emergency Management Services Code (35 Pa. C.S.), as amended, and the Township of Reserve, Resolution No 350-03, this plan assigns functions necessary to support a comprehensive Emergency Management Program.



7. DEFINITIONS OF TERMS

A. Access Control Points (ACP)

Manned posts established primarily by police, augmented as necessary, on roads leading into a disaster area, for controlling entry during an emergency.

B. Activate

To start or place into action an activity or system.

C. Controls

To exercise authority with the ability to influence actions, compel or hold in restraint. (For use in context with this document: (35 Pa C.S.) as amended clarifies and strengthens the role of the Governor by granting him authority to issue executive orders and disaster proclamations which have the force an effect of law when dealing with emergency and disaster situations and controlling operations).

D. Coordination

Arranging in order, activities of equal importance to harmonize in a common effort, (for use in context with this document: authorizing and/or providing for coordination of activities relating to emergency disaster prevention, preparedness, response and recovery by state, local governments and federal agencies).

E. Deploy

To move to the assigned location in order to initiate operations.

F. Direction

Providing authoritative guidance, supervision and management of activities/operations along a prescribed course to reach an attainable goal.

G. "Disaster"

a man-made, natural or terrorist/war-caused catastrophe.

1. Man-Made Disaster

Any industrial, nuclear or transportation accident, explosion, conflagration, power failure, natural resources shortage or other condition, except, enemy action, resulting from man-made causes, such as oil spills, and other injurious environmental contamination, which threatens or causes substantial damage to property, human suffering, hardship or loss of life.



2. Natural Disaster

Any hurricane, tornado, storm, flood, high water, wind driven water, tidal wave, earthquake, landslide, mud-slide, snowstorm, drought, fire, explosion or other catastrophe which results in substantial damage to property, hardship, suffering, or possible loss of life.

3. Terrorist/War-Caused

Any condition following a terrorist incident where nuclear, biological or chemical agents, or explosives were deployed; resulting in mass casualties or extensive infrastructure damage or any condition following an attack upon the United States resulting in substantial damage to property or injury to persons caused by the use of bombs, missiles, shellfire or nuclear, radiological, chemical or biological means, or other weapons.

H. Disaster Emergency

Those conditions which upon investigation may be found, actually or likely to:

1. Affect Safety

Affect seriously the safety, health or welfare of a substantial number of citizens of Reserve Township/Allegheny County or preclude the operation or use of essential public facilities.

2. Require State Assistance

Be of such magnitude or severity as to require essential state supplementation of county and municipal efforts or resources exerted or utilized in alleviating the danger, damage, suffering or hardship faced.

3. Have Cause Not Covered by Law

Have been caused by forces beyond the control of man, by reason of civil disorder, riot or disturbance, or by factor not foreseen and not known to exist when appropriation bills were enacted.

I. Emergency Alert System (EAS) Announcements

Official announcements made at the county level for the specific purpose of providing information, instructions or directions from Allegheny County, or their designated official representative, to the permanent and transient residents of the county. Announcements are made over the legally designated EAS network. EAS announcements at the state level are made only when they are applicable statewide. Priorities for EAS announcements are specified in law: First priority to federal governments, second priority to county governments, and third to state government. Restriction on use of EAS announcements does not preclude appropriate use of newspapers, radio and television for public information statements.



J. Emergency Management

The judicious planning, assignment and coordination all available resources in an integrated program of prevention, mitigation, preparedness, response and recovery for emergencies of all kinds, whether from terrorist activity/enemy attack, man-made or natural sources.

K. Emergency Services

The preparation for and the carrying out of functions, other than those for which military forces are primarily responsible, to prevent, minimize and provide emergency repair of injury and damage resulting from disaster, together with all other activities necessary or incidental to the preparation for and carrying out those functions. The functions include, without limitation, fire-fighting services, police services, medical and health services, rescue, engineering, disaster warning services, communications, radiological, shelter, chemical and other special weapons defense. Evacuation of persons from stricken areas, emergency welfare services, emergency transportation, emergency resource management, existing or properly assigned functions of plant protection, temporary restoration of public utility services and other functions related to civilian protection.

L. Explosive Ordnance Disposal (EOD)

Law Enforcement Action - Should a need arise for an EOD team to be deployed. The highest-ranking township law enforcement official SHALL make contact with the appropriate department to alleviate this issue. Examples of the assets available in Allegheny County are: Allegheny County Police - Bomb Squad Unit, Pittsburgh Bureau of Police - Bomb Squad Unit. Should a suspected device be located, the township'.

M. Fallout Shelter

A habitable structure, facility or space used to protect its occupants from radioactive fallout. Criteria include a protection factor (PF) of 40 or greater; a minimum of 10 square feet of fresh air per minute per person when capacity is based on minimum space requirements. In unventilated underground space, 500 cubic feet of air space per person is required.

N. Full Emergency Condition

A situation in which a total mobilization of all resources of the Emergency Management Agency is required on a 24-hour basis to cope with a major emergency disaster.



O. Governor's Proclamation of "Disaster Emergency"

The Governor is empowered to declare a state of "Disaster Emergency" upon finding that a disaster has occurred or that the occurrence or the threat of a disaster is imminent. This proclamation by executive order authorizes counties and municipalities to exercise vested powers without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements) pertaining to performance of public works, employing of temporary workers, entering into contracts, incurring obligations, renting of equipment, purchasing materials and supplies, levying taxes and appropriation and expenditure of public funds. The state of disaster emergency continues until the Governor finds that the danger has passed and terminates it by executive order or proclamation, but no state of disaster emergency may continue for longer than 90 days unless renewed by the Governor.

P. Hazardous Materials (HAZMAT)

Any substance or material in a quantity or form which may be harmful or injurious to humans, domestic animals, wildlife, economic crops or property when released into the environment. Hazardous materials are classified as chemical, biological, radiological, or explosive.

Q. Hazards Vulnerability Analysis (HVA)

A compilation of natural and man-made hazards and their predictability, frequency, duration, intensity and risk to population and property.

R. High Risk Areas

Those military installations, selected industries, ports and political targets which are likely to be subjected to the direct weapons effects of blasts, heat, shock and initial radiation in the event of nuclear attack (blast over pressures equal to or greater than 2.0 psi.). Those areas not designed as high-risk areas are considered as possible support areas during an emergency.

S. Limited Emergency Condition

A situation in which a potential hazard has reached a dangerous level and could affect the safety of the threatened population with very little warning. The Emergency Management Coordinator will activate the EOC on a 24-hours basis with selected staff and emergency response personnel. This condition recognizes a serious situation and provides a posture of operational readiness in place until the situation has been resolved or a full emergency condition is necessary.



T. Local Disaster Emergency

The condition declared by the local governing body when, in their judgment, the threat or actual occurrence of a disaster, requires coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused. A local emergency arising wholly or substantially out of a resource shortage may be declared only by the Governor, upon petition of the County governing body, when he deems the threat or actual occurrence of a disaster to be of sufficient severity and magnitude to warrant coordinated local government action to prevent or alleviate the damage, loss, hardship or suffering threatened or caused hereby.

U. Mass Care Center

Fixed facilities suitable for providing emergency lodging for victims of disaster left temporary homeless and capable of providing all essential social services. Feeding may be done within a mass care center (in suitable dining facilities) or nearby.

V. Mobilize

To augment staff and resources in order to accomplish the mission at an indicated located location on a 24-hour/day basis.

W. Municipality

For the purposes of this plan, the terms "municipality" or "municipal government" are defined as referring, singularly or collective, to cities, boroughs, township. And incorporated towns within the Commonwealth of Pennsylvania; in the plan "municipality" does not include counties.

X. Notification

To make known or inform. For use in context with this document: to transmit emergency information and instructions: (1) to Emergency Agencies, staff and associated "organizations".

Y. Notify

To inform about a condition, event or situation.

Z. Operational

Capable of accepting mission assignments at an indicated location with partial staff and resources.

AA. Political Subdivision

Any county, city, borough, township or incorporated town within the Commonwealth.



BB. Presidential Declaration of "Emergency"

"Emergency" means any occasion or instance for which, in the determination of the President, Federal Assistance is needed to supplement state and local efforts and safety, or lessen or avert the threat of a catastrophe in any part of the United States.

IMPORTANT NOTE: Before federal assistance can be rendered, the Governor must first determine that the situations of such severity and magnitude that effective response is beyond the capabilities of the state and affected county and municipal governments and that Federal assistance is necessary, the Governor shall take appropriate action under law and direct execution of the Commonwealth Emergency Operation Plan. The Governor's request for declaration of a major disaster by the President may be accepted, downgraded to emergency or denied.

CC: Presidential Declaration of "Major Disaster"

"Major Disaster" means any natural catastrophe (including any hurricane, tornado, storm, high water, wind-driven water, tidal wave, tsunami, earthquake, volcanic eruption, landslide, snowstorm, or drought), or, regardless of cause, any fire, flood, or explosion, in any part of the United States which in the determination of the President causes damage of sufficient severity and magnitude to warrant major disaster assistance to supplement the efforts and available resources of state, local governments, and disaster relief organizations in alleviating the damage, loss, hardship, or suffering caused thereby.

DD. Protective Action

Any action taken to eliminate or avoid a hazard or eliminate, avoid or reduce its risks.

EE. Public information Statements.

Public announcements made by PEMA or county or township official spokespersons via newspaper, radio or television to explain government actions being taken to protect the public in the event of any public emergency. The purpose of the announcement is to provide accurate information, prevent panic and counteract misinformation and rumors. Reference to the emergency situation itself will be made only in the context of the reasons for governmental actions, and not to provide detailed information about it.

FF. Reception Center

A pre-designated site outside the disaster area through which evacuees needing mass care support will pass to obtain information and directions to mass care centers.

GG. Re-Entry

The return to the normal community dwelling and operating sites by families, individuals, governments, and business once the evacuated are has been declared safe for occupancy.



HH. Route Alerting

Route alerting is a supplement to siren systems accomplished by pre-designated teams traveling in vehicles along pre-assigned routes delivering an alert/warning message.

II. Standby

To be ready to perform but waiting at home or other location for further instructions.

JJ. Support

To act in a secondary or subordinate role to a primary activity by providing a means of maintenance or subsistence to keep the activity from failing under stress. (For use in context to this document: providing "unmet" needs, unforeseen requirements for supplies, equipment, devices, training, etc.)

KK. Support Area

The area outside the high-risk area (blast over-pressures equal to or greater than 2 psi) which, through prior agreement, will provide support to high-risk areas in the event of an imminent nuclear attack.

LL. Temporary Suspension of Formal Requirements

Each political subdivision included in a declaration of disaster emergency declared by either the Governor or the governing body of the political subdivision affected by the disaster emergency is authorized [pursuant to section 7301 (c) of (35 PA C.S.) as amended (relating to general authority of Governor)] to exercise the powers vested under this section in the light of the exigencies of the emergency situation without regard to time-consuming procedures and formalities prescribed by law (excepting mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, the rental of equipment, the purchase of supplies and materials, the levying of taxes and the appropriation and expenditure of public funds.

MM. Traffic Control Points (TCP)

Manned posts established at critical road junctions for the purpose of controlling or limiting traffic. TCPs are used to control evacuation movement when an emergency situation requires it.

NN. Unmet Needs

Capabilities and/or resources required to support emergency operations but neither available nor provided for at the respective levels of government.



OO. Weather Warning

Previously expected severe weather is occurring or is about to occur.

PP. Weather Watch

Indicated that conditions and ingredients exist to trigger severe weather.

8. TRAINING AND EXERCISES

A. Training Authority

For training purposes and exercises, the EMC may activate this plan as required to evaluate and maintain the readiness posture of Township agencies.

B. Exercise Requirements

To provide practical, controlled operations experience for those who have EOC responsibilities, the EMC will activate the plan at least annually in the form of a simulated emergency service exercise. Additionally, regardless of actual events, a Township all hazards exercise may be conducted every two years.

9. PLAN REQUIREMENTS, DEVELOPMENT AND MAINTENANCE RESPONSIBILITIES, ENFORCEABILITY AND EXECUTION.

A. Requirements

1. State Law

35 PA C.S., as amended requires each county municipality to prepare, maintain and keep a current an emergency operations plan (EOP). Further, the plan must be available for inspection in the EOC, along with applicable emergency management plans, procedures and directives of PEMA and the commonwealth.

2. Township Resolution

Reserve Township resolution charges the EMC to develop the EOP and coordinate the preparation of supporting standard operating procedures/guidelines.

3. PEMA

This plan conforms to various Federal agency requirements and the format prescribed by PEMA so that it can be entered into the PEMA Emergency Information System.



B. Development and Maintenance Responsibilities

1. EMC Responsibilities

The EMC will coordinate development and maintenance of the plan. The plan components will be updated under the two-year (biennial) concept and reviewed at least annually in accordance with PEMA Region III alternate CPG 1-8a and the PEMA Generic Township EOP. Whenever portions of this plan are implemented in an emergency event or exercise, a review will be conducted to determine changes. The EMC will also determine necessary changes.

C. Enforceability

This plan is enforceable under the provisions of the Emergency Management Services Code and Township Resolution.

D. Execution

This plan will be executed upon order of the President, Board of Commissioners, or his authorized representative, the Reserve Township Emergency Management Coordinator.



ACTIVATION OF RESERVE TOWNSHIP EMA

1. PURPOSE

The purpose of this policy is to control the mechanism as to whom has the authorization to activate emergency management within Reserve Township. Emergency management can be activated for any imminent and/or actual emergency, disaster, a Police, Fire, EMS incident.

A. Activation of Emergency Management - Listed are the emergency service authorities who has the authority to activate EMA. The chain of command shall be followed at all times.

- i. Emergency Management Coordinator
- ii. 1st Deputy Emergency Management Coordinator - Deputy 1
- iii. 2nd Deputy Emergency Management Coordinator - Deputy 2
- iv. President, Board of Commissioners

In the absence of the President, the activation will follow the Board of Commissioners organizational succession.

- v. Police Chief - For a police incident

*In the absence of the Police Chief, the activation will follow the Police Departments organizational succession.
(Chain of Command)*

- vi. Fire Chief- For a fire incident

In the absence of the Fire Chief, the activation will follow the Fire Departments organizational succession. (Chain of Command)

- vii. EMS Director - For an EMS incident.

In the absence of the EMS Director, the activation will follow the EMS organizational succession. (Chain of Command)

B. Subordinate Officers within an Emergency Service Agency; Police, Fire and EMS.

i. Has the authority to suggest the activation of EMA only. They shall follow the chain of command within their emergency service agency.

C. With EMC, EMC Deputy 1 and EMC Deputy 2 having multiple roles with emergency services agencies that operate within the Township, these three officials, when present at any emergency, disaster, Police incident, Fire incident, or EMS incident, are to be contacted by the emergency service looking to activate EMA.



RESERVE TOWNSHIP
Emergency Management Contacts
33 Lonsdale Street
Pittsburgh, PA 15212
Office Phone: 412-322-1551 Fax: 412-322-2343

BOARD OF COMMISSIONERS

COMMISSIONER AT LARGE

Robert Stevens
Home Phone: 412-592-9664 Cell: 412-592-9664
Email Address: robert.x.stephens@comcast.net

COMMISSIONER 1ST WARD

Edward Vincent
2413 Cronemeyer Drive
Home Phone: 412-323-9896 Cell: 412-999-7567
Email Address: ejvincent.reservetwp@gmail.com

COMMISSIONER 2ND WARD

Ronald Neurohr
2506 Mount Troy Road
Pittsburgh, PA 15212
Home Phone: 412-322-5844 Cell: 412-234-4359
Email Address: newron35@gmail.com

COMMISSIONER 3RD WARD

John Kaib
122 Biscayne Terrace
Pittsburgh, PA 15212
Home Phone: 412-821-0436 Cell: 412-780-5703 Work Phone: 412-492-1200 Ext. 2902
Email Address: kaibj@shalerarea.org

COMMISSIONER 4TH WARD

Sharon Sweeney
10 Allen Drive
Pgh, PA 15214
Cell Phone: 412-973-5391
Email Address: sweeney222@comcast.net



RESERVE TOWNSHIP - OFFICE

TOWNSHIP MANAGER

Jan Kowalski
166 Hampshire Drive
Cranberry, PA 16066
Cell: 724-991-3851
Email Address: manager@reservetwp.com

TOWNSHIP SECRETARY/TREASURER

Mia Shores
3318 Spring Garden Road
Pittsburgh, PA 15212
Cell: 412-992-6026
Email Address: admin.assist@reservetwp.com

RESERVE TOWNSHIP POLICE DEPARTMENT

Station Phone: 412-322-1551, option 1 Fax: 412-322-2343

CHIEF OF POLICE

Brandon Morgan – 3407
201 Mary Ave
Pittsburgh, PA 15209
Cell: 412-848-5008
Email Address: bmorgan@reservetwp.com

SERGEANT

VACANT
Cell:
Email Address:

OFFICERS



RESERVE TOWNSHIP - ROAD DEPARTMENT
Office: 412-322-1551 Fax: 412-322-2343

FOREMAN

Jim Roemer
Cell Phone: 412-965-9107

LABORERS

Scott Lewis
Cell Phone: 412-335-8492

Bob Garrison
Cell Phone: 412-848-6672

RESERVE TOWNSHIP - EMERGENCY MANAGEMENT

E.M.C. (EMERGENCY MANAGEMENT COORIDATOR)

Dave Moore Jr. – EMC 1
2007 Veronica St.
Pittsburgh, PA 15212
Cell: 412-496-2741 (24/7)
Email Address: davemoorej@com

ASSISTANT E.M.C.

VACANT

2nd ASSISTANT E.M.C.

VACANT



RESERVE TOWNSHIP - ASSESSMENT TEAM

Mark Valeriano

2113 James Drive

Pittsburgh, PA 15212

Home Phone: 412-231-3453

Cell: 412-638-3416

Work Phone: 412-231-7330

Business Email Address: MRVatVCS@aol.com

John Kaib

122 Biscayne Terrace

Pittsburgh, PA 15212

Home Phone: 412-821-0436

Cell: 412-780-5703

Work Phone: 412-492-1200 Ext. 2902

Email Address: kaibj@shalerarea.org

Jim Roemer

Cell: 412-965-9107

RESERVE TOWNSHIP – SOLICITOR

Emily Mueller, GRB Law

emueller@grblaw.com

412-281-0587

RESERVE TOWNSHIP – ENGINEER

LSSE Engineering – Gordon Taylor

Business Address: UPARC

420 William Pitt Way

Pittsburgh, PA 15238

Work Phone: 412-826-5454

Cell: 412-287-7795

Fax: 412-826-5458

Business Email Address: gtaylor@lsse.com



**RESERVE VOLUNTEER FIRE DEPARTMENT
33 Lonsdale St. & 3441 Mt. Troy Rd.**

Fire Line Officers 2025

FIRE CHIEF – Dave Moore Jr.	Cell: 412-496-2741
ASST FIRE CHIEF – Mike Moore	Cell: 412-874-9543
DEPUTY CHIEF – Dan Welsh	Cell: 412-287-3051
CAPTAIN - Mark Mikulan Jr.	Cell: 412-287-4567
LIEUTENANT – Rich Rapp	Cell: 412-400-8484
LIEUTENANT – Sebastian Swetoha	Cell: 412-738-1171
FIRE POLICE CAPTAIN - Fred Gigler	Cell: 412-608-4654
FIRE POLICE LIEUTENANT – Ray Caveney	Cell: 412-913-9863
STATION PHONE – 412-231-0438	
STATION FAX – 412-231-0783	
317 Engine 1 Cell – 412-863-0977	



ROSS WEST VIEW EMSA

ROSS/WESTVIEW E.M.S. – SUB STATION

3441 Mt. Troy Rd.
Pittsburgh, PA 15212
Station Phone: 412-231-3351

ROSS/WESTVIEW E.M.S. – MAIN STATION

5325 Perry Highway
Pittsburgh, PA 15229
Office Phone: 412-931-8200 Fax: 412-931-6708

DIRECTOR

Gregory Porter
104 Locust Street
Pittsburgh, Pa 15223
Office: 412-931-8200 x 103
Cell: 412-398-6403
Home: 412-781-4786
Email: gporter@rwvems.org

SUPERVISOR

Ronald Coleman
349 Center Avenue
Pittsburgh, Pa 15229
Office: 412-931-8200 x 104
Cell: 412-398-6404
Home: 412-939-3243
Email: rcoleman@rwvems.org

SUPERVISOR

Stephen Kline
266 Westfield Avenue
Pittsburgh, Pa 15229
Office: 412-931-8200 x 106
Cell: 412-215-2426
Home: 412-364-8182
Email: skline@rwvems.org

SHALER AREA SCHOOL – PROBLEMS AT RESERVE PRIMARY SCHOOL

Reserve Primary School – Contact during normal business hours

Principle: Cell:
2107 Lonsdale St.
Pittsburgh, PA 15212
Office Phone: 412.492.1200 Ext. 7500

After Hours:

John Kaib
122 Biscayne Terrace
Pittsburgh, PA 15212
Home Phone: 412-821-0436 Cell: 412-780-5703 Work Phone: 412-492-1200 Ext. 2902
Email Address: kaibj@shalerarea.org

* If there are any problems – power outage, water break that would affect Reserve Elementary School – CALL JOHN KAIB (via cell phone) as soon as you are aware of the problem. He will take the necessary steps to determine if school needs to be cancelled or delayed.



ALLEGHENY COUNTY EMERGENCY MANAGEMENT

Steve Wilharm
150 Hookstown Grade Road
Moon, PA 15108
Phone: 412-473-1592

*If unable to reach anyone at their number call 412-473-3000 (main County #) ask for a supervisor and inform them that you need to talk to someone in Emergency Management

General Communications – Public	412-473-3056
Police 1 (North PD 1)	412-473-3731
Fire	412-473-3729
EMS 1	412-473-3728
North Zone Fax	412-473-3740

Allegheny County 911 Communications Manager
Robert P. Harvey
Work: 412-473-3372
Email: rharvey@county.allegheny.pa.us Fax: 412-473-2589

Allegheny County 911 Radio Coordinator
Martin Baker
Work: 412-473-3657

Allegheny County 911 Operations Manager
Thomas McDonough
Work: 412-473-3784 Cell: 412-287-6906 Fax: 412-473-2589
Email: tmcdonough@county.allegheny.pa.us

FUEL / GASOLINE PURCHASES

EMERGENCY FUEL PURCHASES – Gas and Diesel
MARSHALL’S (SPRING GARDEN) – CALL BOB AND HE WILL OPEN
Phone 1: 412-321-1634 Phone 2: 412-321-4544

A-PLUS – MILLVALE – Gas Only
There is an in-store credit card for Reserve Township Police. Code #123456. This credit card can be used at any A-PLUS Sunoco Gas Station. Pumps are always available using a credit card unless there is no power.

SHEETZ – BABCOCK BLVD & CEMETERY LANE
Police Department and Road Department has card
Code 1551



Reserve Township EOP – Appendices

Appendix A - ICS Forms Overview

This appendix provides a summary of standard ICS forms used by Reserve Township during emergency operations.

- ICS 201 - Incident Briefing
- ICS 202 - Incident Objectives
- ICS 203 – Organizational Assignments
- ICS 205 - Communications Plan
- ICS 206 - Medical Plan

Blank forms are available in printed binders at the EOC and digitally on township devices. Forms are used for documenting initial response actions, planning meetings, and coordination efforts.



Appendix B - Custom Hazard Maps

The following maps are available in the Emergency Operations Center (EOC):

1. Flood-Prone Areas Map - Identifies streets and properties historically subject to flooding.
2. Landslide Risk Zones - Indicates steep slopes and previous landslide incidents.

These maps support real-time decision-making and resource deployment during emergencies.

