

August 27, 2026

Stephen Pallone
Superintendent Water Supply and Treatment
City of Bethlehem
Department of Water and Sewer Resources
10 East Church Street
Bethlehem, PA 18018

Re: Emergency Action Plan 5-Year Update
Wild Creek Dam, DEP ID No. 13-083
Penn Forest Dam, DEP ID No. 13-085

Dear Mr. Pallone:

Van Cleef Engineering Associates, LLC (VCEA) is pleased to submit the updated Emergency Action Plans (EAP) for Wild Creek Dam (13-083) and Penn Forest Dam (13-085). The EAPs were prepared and updated in accordance with Section 105.134 of the Pennsylvania Code, which also requires the plan to be updated and re-signed every 5 years.

Purpose

According to the Pennsylvania Department of Environmental Protection (PADEP) and the Pennsylvania Emergency Management Agency (PEMA), the primary purpose of a dam EAP is to safeguard lives and reduce property damage for citizens living within a dam's potential downstream flood or inundation area.

An EAP is a formal, written document required for high-hazard and significant-hazard dams in Pennsylvania. It establishes a clear, pre-planned strategy to manage potential or imminent dam failures.

Core objectives

PADEP requires dam owners to maintain approved EAPs to achieve three (3) major operational goals:

- 1) Provide Effective Dam Surveillance: Setting up specific monitoring procedures so owners can catch signs of distress or unusual conditions early.
- 2) Ensure Prompt Notification: Creating clear communication channels and notification trees to instantly alert local emergency management agencies, state officials, and first responders.
- 3) Coordinate Warning and Evacuation: Outlining exact procedures for warning downstream residents and executing organized evacuations when needed.

How the EAP works

The EAP essentially serves as a step-by-step playbook that eliminates guessing during a crisis. It explicitly defines the emergency responsibilities of the dam owner, public officials, and

OFFICE LOCATIONS

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908-735-9500

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732-303-8700

Bethlehem, PA
610-332-1772

Hillsborough, NJ
908-359-8291

Mt. Arlington, NJ
862-284-1100

Phillipsburg, NJ
908-454-3080

Doylestown, PA
214-345-1876

Leesport, PA
610-670-6630

emergency response personnel. Under Pennsylvania law, dam owners must review and revise the EAP every five (5) years to ensure they stay accurate and effective.

Changes since last update

Based on VCEA's review, there have been no significant changes to both dam's potential downstream flood and inundation areas since the preparation of the previous EAP. As a result, the main body of the plan or drawings did not require revisions. The revisions were limited to the Cover Page, the Promulgation and Concurrence section, and the Telephone Roster in Attachment D.

Reason for changes in signature page

The Promulgation and Concurrence section (signature page) was updated to reflect current personnel. Since the previous EAP was prepared, the City of Bethlehem has a different Mayor, and the Carbon County Emergency Management Agency has a different Director.

The Promulgation and Concurrence section is the legal and operational spine of the EAP. It requires physical or digital signatures from the dam owners, dam operators, and County Emergency Management Coordinators (EMCs). Re-signing this section of the EAP following completion of the update is mandatory under Section 105.134 of the Pennsylvania Code.

Please contact me now if you have any questions or concerns.

Sincerely,

VAN CLEEF ENGINEERING ASSOCIATES, LLC



Eric T. DeRicco, C.E.T.
Project Manager