

MUNICIPAL
EMERGENCY OPERATIONS PLAN
FOR
TOWN OF HOLLAND
LA CROSSE COUNTY, WISCONSIN
Updated 5/1/19

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EMERGENCY TELEPHONE LISTINGS

	<u>If appropriate</u>	<u>Telephone</u>	<u>Cell Phone</u>
Fire Department	911	608-526-9363	
EMS First Responders	911	608-526-9363	
Tri-State Ambulance Service, Inc.	911	608-784-4997	
La Crosse County Sheriff's Department	911	608-785-5942	
Wisconsin Emergency Management Duty Officer		800-943-0003	
Town	Chair, Steve Michaels	608-399-1419	608-397-1191
	Vice Chair, Michael Hoffman	608-526-4419	
La Crosse County	Office of Emergency Management	608-789-4811	
	OEM –		
	Highway Department	608-786-3810	
	Human Services Department	608-785-5875	
XCEL Energy Power Company		800-895-1999	
Dairyland Power		608-788-4000	
Riverland Energy Electric Cooperative		608-783-2238	
American Red Cross		608-788-1000	877-618-6628
Salvation Army		608-782-6126	
Gundersen Health Systems		608-782-7300	
Mayo Clinic Healthcare		608-785-0940	
County Medical Examiner's Office		608-785-9638	
ChemTrec (HazMat information)		800-262-8200 or 800-424-9300	
Wisconsin DNR Rick Rosen		715-495-0541	
	Warden Dale Hochhausen	608-606-2179	
	Ed McCann	608-792-2697	
WI DOT District 5		608-785-9022	888-386-5463
National Response Center (Federal oil and chemical spill notification)			800-424-8802
Trempealeau County Main Office		715-538-2311	
	Sheriff's Dept.	715-538-4509	
Midwest Natural Gas – emergency hotline		877-817-3119	
Diggers Hotline		811	

**EMERGENCY OPERATIONS CENTER
ALERTING LIST**

1. CHAIR: Steve Michaels
Home Phone: 608-399-1419
Cell Phone: 608-397-1191

2. VICE CHAIR: Michael Hoffman
Home Phone: 608-526-4419
Cell Phone: 608-769-7388

3. FIRE CHIEF: William "Buck" Manley
911
Work Phone: 608-526-9363
Cell Phone:

4. CLERK: Marilyn Pedretti
Work Phone: 608-526-3354
Cell Phone: 608-317-9698

5. ASSESSOR: Associated Appraisal Consultants
Toll-free: 800-721-4157

6. TREASURER: Marla Wagner
Work Phone: 608-526-3354
Home Phone: 608-317-5780

7. DAMAGE ASSESSMENT: La Crosse Emergency Management Coordinator
Work Phone: 608-789-4811
Home Phone: 608-787-0636 (Keith Butler)
Cell Phone: 386-5911 (Keith Butler)

TOWN OF HOLLAND
ELECED OFFICIALS & STAFF PERSONNEL
www.townofhollandwi.org

	<u>Home phone</u>	<u>Cell Phone</u>	<u>E-mail</u>
Town Chair Steve Michaels	608-399-1419	608-397-1191	chair@townofhollandwi.org
Supervisors:			
Jerome Pedretti	608-526-9312		supervisor1@townofhollandwi.org
Jeff Herlitzke	608-769-0578		supervisor2@townofhollandwi.org
Robert Stupi	608-526-4694		supervisor3@townofhollandwi.org
Mike Hoffman	608-526-4419		supervisor4@townofhollandwi.org
Plan Commission:			
Mitch Cholewa	608-526-9607		philovance@hotmail.com
Andrew Dobkoski	608-399-1374		duckdobber@gmail.com
Ben Filter	608-799-4289		filter_ben@yahoo.com
Doug Klenke	608-526-3544		dwklenke@gmail.com
Jeff Osgood	608-792-2136		josgooddesign@hotmail.com
Robert Stupi	608-526-4694		supervisor3@townofhollandwi.org
Katherine Warzynski	608-526-6474		lkwarzynski@centurytel.net
Town Clerk Marilyn Pedretti		608-317-9698	clerk@townofhollandwi.org
Town Treasurer Marla Wagner		608-317-5780	treasurer@townofhollandwi.org
Road Crew:			
Gary Hofer	***		
John Frauenkron	***		
Building Inspector: Jim Webb	608-780-4672		jimwebb1224@gmail.com

LEGAL BASIS

I. FEDERAL LEGISLATION

- A. 44 CFR Chapter 1 (Emergency Management and Assistance)
Outlines the organization, power and duties of the Federal Emergency Management Agency (FEMA). Details the operation and scope of FEMA programs such as hazard mitigation, the National Flood Insurance Program (NFIP), fire prevention and control, disaster assistance and preparedness (including, in Part 350, radiological emergency preparedness.)
- B. Disaster Relief and Emergency Assistance Act (Stafford Act.) (PL 100-707)
Limits the qualifying events for disaster assistance to natural catastrophes and established provisions for cost-sharing by state and local governments (**See Attachment 1**).
- C. Disaster Mitigation Action of 2000 (PL 106-390)
Amends the Robert T. Stafford Disaster Relief and Emergency Assistance Act to authorize a program for pre-disaster mitigation, to streamline the administration of disaster relief, to control the federal costs of disaster assistance and for other purposes.
- D. Emergency Planning and Community Right-to-Know Act (EPCRA) (42 USC 11001-11050)
Provides the public with information on the hazardous chemicals in their communities and establishes emergency planning and notification requirements to protect the public in the event of a release of an extremely hazardous substance.
- E. Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), 42 USC 9601-9675
Protects the public health and environment by facilitating cleanup of environmental contamination and imposing costs on parties responsible for the pollution.
- F. 10 CFR 50.47
Requires the establishment of state and local plans and preparedness for coping with effects of radiological emergencies as part of the nuclear power plant license.

II. STATE LEGISLATION

- A. EMERGENCY MANAGEMENT
- Chapter 323 – Describes the organization, duties and powers for state and local emergency management programs (**see Attachment 2**).
- B. DEPARTMENT OF MILITARY AFFAIRS
- Chapter 321 - Describes departmental duties.

C. DEPARTMENT OF NATURAL RESOURCES

- Chapter 26.11- Discusses responsibilities during forest fires.
- Chapter 29 – Discusses responsibilities for wild animals and plants and powers for restricting hunting and fishing.
- Chapter 87 - Discusses the powers and duties of the department regarding flood control. NR 116 details Wisconsin's floodplain management program.
- Chapter 292 – Discusses general environmental provisions (e.g., hazardous substance spills, disposal of debris including animal carcasses.)

D. DEPARTMENT OF HEALTH SERVICES (DHS)

- Chapter 250 – Describes the administration, supervision, powers and duties of state health activities.
- Chapter 251 – Describes the structure, duties and levels of services of local health departments.
- Chapter 252 – Describes departmental powers and duties regarding communicable diseases.
- Chapter 254 – Describes the powers, duties, identification and control of environmental health concerns (e.g., toxic substances, radioactive material/nuclear power plants, disease control.)

E. DEPARTMENT OF TRANSPORTATION

- Chapter 83.09 – Describes emergency repairs of county trunk highways.
- Chapter 85 - Describes departmental powers, duties and organization.
- Chapter 110.07 – Describes the powers and duties of traffic officers.
- Chapter 302.07 – Describes provisions for the maintenance of order in state, county and municipal prisons.

F. DEPARTMENT OF AGRICULTURE, TRADE & CONSUMER PROTECTION

- Chapter 93 – Describes departmental powers and duties.
- Chapter 95 – Describes the maintenance of animal health requirements (e.g., cooperation with the federal government during animal disease outbreaks, embargo and condemnation of diseased animals, slaughter on premises.)
- Chapter 97- Describes the regulation of food.

G. COUNTIES

- Chapter 59 – Describes the legal status and organization (e.g., home rule; powers of the board chairperson and vice-chair, executive, administrator and sheriff.)

H. TOWNS

- Chapter 60 – Describes the legal status and organization (e.g., powers of the board chairperson; fire protection, law enforcement and ambulance service.)

I. VILLAGES

- Chapter 61 – Describes the legal status and organization (e.g., powers of the president and board; ambulance service.)

J. CITIES

- Chapter 62 – Describes the legal status and organization (e.g., powers of the mayor and council, ambulance service.)

K. GENERAL MUNICIPAL LAW

- Chapter 323.14(3) & (4) – Describes the legal status and organization (e.g., exercise of home rule, law enforcement, mutual assistance, emergency powers.)
- Chapter 175.46 – Defines and describes the authorities regarding mutual aid agreements.
- Chapter 213.095 – Describes the police power of a fire chief or a rescue squad.
- Chapter 895.483 – Grants immunity from civil liability for acts or omissions to the County Level B Hazardous Materials teams and to members of those teams.

III. COUNTY LEGISLATION

- Chapter 24 Emergency Management (**See Attachment 3**)

MUTUAL AID AGREEMENTS

See attachment S.

ACRONYMS

CP	COMMAND POST
DNR	DEPARTMENT OF NATURAL RESOURCES
EMS	EMERGENCY MEDICAL SERVICES
EOC	EMERGENCY OPERATIONS CENTER
EOP	EMERGENCY OPERATIONS PLAN
PIO	PUBLIC INFORMATION OFFICER
UDSR	UNIFORM DISASTER SITUATION REPORT
WEM	WISCONSIN EMERGENCY MANAGEMENT

MUNICIPAL EMERGENCY OPERATIONS PLAN (EOP)

A. PURPOSE:

This municipal plan has been developed to provide procedures for the Town of Holland government officials to respond to various types of emergencies or disasters that affect the community. It provides a link to procedures that will be used by county government since the Town of Holland is part of the county emergency management program. This municipal plan will be used in conjunction with the La Crosse County Emergency Operations Plan (EOP). The municipal plan will be maintained in accordance with current standards of the La Crosse County EOP and in accordance with the local/municipal government. Review of this municipal plan shall be accomplished concurrently with the county plan.

B. SITUATION AND ASSUMPTIONS:

Several types of hazards pose a threat to the lives, property or environment in La Crosse County. These hazards are outlined in the La Crosse County Hazards Analysis. A copy of this is located in the County Emergency Operations Center (EOC). Hazards that are unique to the Town of Holland include a section of the Burlington Northern Railroad in a remote area (southwest corner), the confluence of the Black River into the Mississippi River in a limited access region (McGillvary Trail in the Van Loon Wildlife Area) and the Gateway Area Council of Boy Scouts (northeast section).

C. CONCEPT OF OPERATIONS:

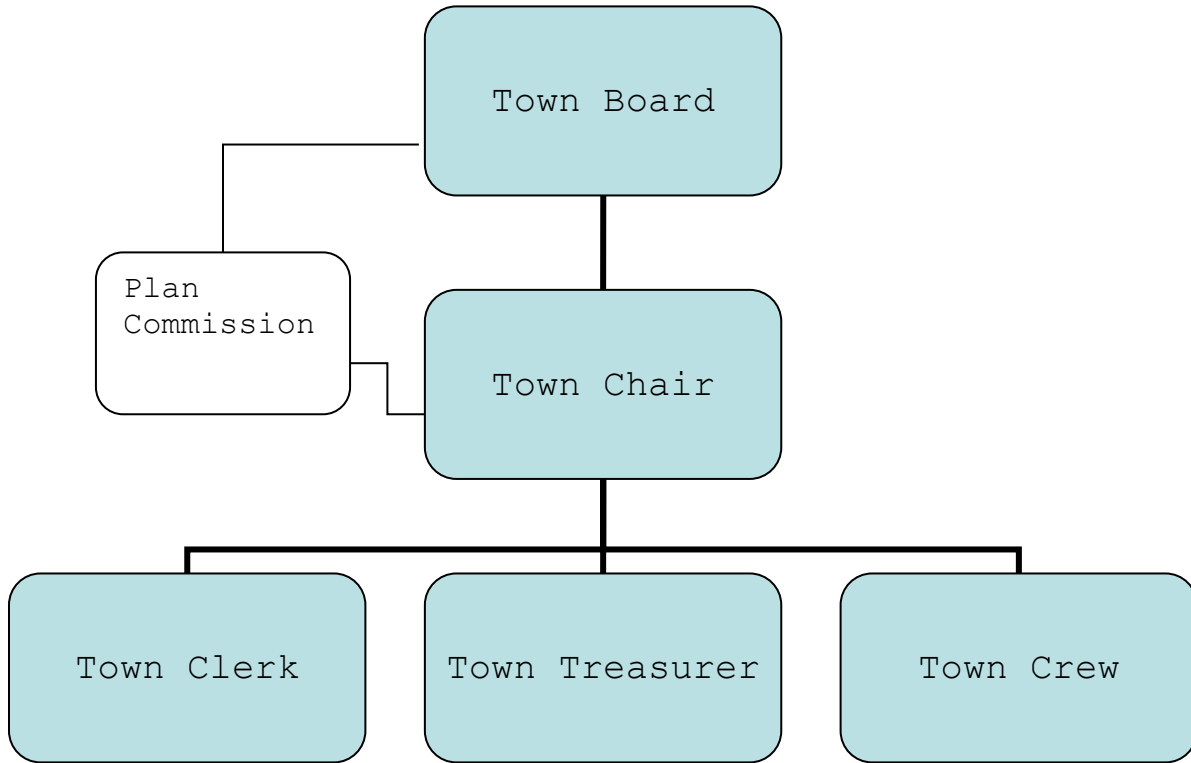
Municipal officials have primary responsibility for disasters which take place in the municipality. They will activate the appropriate municipal personnel to deal with the disaster. The chief elected municipal official or the municipality emergency director is responsible for coordinating the response of municipal agencies and coordinating the response with county officials if county assistance is necessary.

Actions that the municipality and county should consider if this municipal plan is activated:

- 1) Municipal agencies assess the nature and scope of the emergency or disaster.
- 2) If the situation can be handled locally, do so using the procedures in this plan, as appropriate.
 - a) The Town Chair coordinates all emergency response actions.
 - b) The Town Chair declares a local state of emergency and notifies the La Crosse County Emergency Management Coordinator of this action.
 - c) The Town Chair forwards the local state of emergency declaration document to the county emergency management office.
 - d) The Town Chair activates the municipal EOC. This facility is located at the (1) Holland Town Hall, W7937 County Road MH, Holmen, WI 54636; (2) Holmen Area Fire Department, Main Street, Holmen; and/or (3) Holmen High School, 1001 McHugh Road.
 - e) Municipal emergency response officials/agencies respond according to the checklists outlined in the Attachments A - V.
 - f) The Town Chair directs departments/agencies to respond to the situation.

- g) The Town Chair issues directives as to travel restrictions on local roads and recommends protective actions if necessary.
 - h) The Town Chair directs the Public Information Officer (PIO) to notify the public of the situation and appropriate actions to take.
 - i) The PIO keeps county officials informed of the situation and actions taken.
- 3) If municipal resources become exhausted or if special resources are required, the Town Chair request county assistance through the La Crosse County Emergency Management Coordinator.
 - 4) If assistance is requested, the La Crosse County Emergency Management Coordinator assesses the situation and makes recommendations.
 - 5) The county will do the following (to the extent appropriate):
 - a) Activate the County EOC.
 - b) Implement the County EOP.
 - c) Respond with county resources as requested.
 - d) Activate mutual aid agreements.
 - e) Coordinate county resources with municipal resources.
 - f) Notify Wisconsin Emergency Management (WEM) Regional Director.
 - g) Forward Uniform Damage Situation Report (UDSR) form.
 - h) Assist municipality with prioritizing and allocating resources.
 - 6) If municipal and county resources are exhausted, the County Emergency Management Coordinator can request state assistance through Wisconsin Emergency Management (WEM).
 - 7) If state assistance is requested, the WEM Administrator in conjunction with the Regional Director, County Coordinator and the chief elected municipal officer assess the disaster or emergency situation and recommend that personnel, services and equipment be made available for response, mitigation or recovery.
 - 8) After completing the assessment, the WEM Regional Director immediately notifies the State WEM Administrator.
 - 9) The State Administrator of Emergency Management notifies the Governor and makes recommendations.
 - 10) If state assistance is granted, procedures will be followed as stated in the Wisconsin EOP and the County EOP.

D. ORGANIZATION:



E. RESPONSIBILITIES AND TASKS:

See Attachments A - V for emergency responsibilities of key officials in this jurisdiction.

F. RESOURCE MANAGEMENT:

Additional support from La Crosse County Government Departments may include:

- a) La Crosse County Sheriff's Office
- b) County Emergency Management Office
- c) Emergency Operations Center
- d) County Highway Department
- e) County Human Services Department
- f) County Health Department
- g) County Clerks Office
- h) County Treasurers Office
- i) County Clerk of Courts Office
- j) County Medical Examiner's Office

Support from Private Agencies/Volunteer Groups:

- a) American Red Cross
- b) Salvation Army
- c) Gateway Area Council of Boy Scouts
- d) Holmen Area Foundation
- e) Snowmobile Club
- f) Civil Air Patrol
- g) Air Boat Association
- h) La Crosse Area Volunteer Organizations Active in Disasters (VOAD)

G. PLAN DEVELOPMENT AND MAINTENANCE:

The Town of Holland EOP Development Team is composed of members of the Plan Commission. The Plan Commission is responsible for developing and maintaining this plan.

This Team meets yearly and will review incidents, change/add new information and make revisions in this plan.

This Team also conducts after-action reviews of all exercises and major incidents.

**The undersigned have reviewed and hereby approve this emergency operation plan for the
Town of Holland.**

Town Chair

Vice Chair

Town Clerk

Town Treasurer

Fire Chief

Town Crew Supervisor

**ATTACHMENT "A" (CHECKLISTS)
TOWN OF HOLLAND EOP.**

**CHAIR/
TOWN EMERGENCY MANAGEMENT DIRECTOR**

Key Action Checklists

This attachment is designed to identify the responsibilities and tasks of the Chair who will also act as the Town Emergency Management Director. Below is a checklist of actions to consider when this municipal plan is activated.

The **Town Chair** is responsible for the overall management of the Town of Holland and, as the Town Emergency Management Director, the Chair coordinates all components of the emergency management program in the Town of Holland. This includes hazard analysis, preparedness, mitigation, response and recovery activities for all natural and technological disasters/emergencies.

The Chair/Town Emergency Management Director should:

1. Report to the EOC/CP.
2. Ensure that a designated person provides an initial damage assessment and casualty report.
3. Ensure that town officials and county emergency management coordinator have been notified, essential facilities warned, sirens activated, etc. and that town officials brief the EOC staff as to the status of the disaster.
4. Be ready to issue a declaration of emergency.
5. Activate the Town EOC (see EOC Alerting List). Make sure that it is fully operational and that the EOC staff has reported/are reporting to it.
6. Obtain initial Uniform Disaster Situation Report (UDSR) and other relevant information. Relay this information to the La Crosse County Emergency Management Coordinator.
7. Conduct regular briefings of EOC staff as to the status of the situation.
8. Evaluate available resources, including personnel, by checking with EOC Staff. If deficiencies exist, act to obtain the needed resources.
9. Ensure that all department/agency heads have begun to keep separate and accurate records of disaster-related expenditures
10. Ensure the Town Public Information Officer (PIO) and/or designated person is notified and reports to the EOC.
11. Determine whether county, state or federal assistance should be requested. (Town/County resources must be fully committed before state or federal assistance will be available. If assistance is requested, specify the type and amount of assistance needed.)

**ATTACHMENT B (CHECKLISTS)
TOWN OF HOLLAND EOP**

TOWN CLERK/TREASURER

KEY ACTION CHECKLISTS

This attachment is designed to identify the responsibilities and tasks of the Town Clerk/assessor/Treasurer and provide a checklist of actions to consider when this municipal plan is activated.

The **Town Clerk and the Treasurer** are responsible for their assigned activities in the Town of Holland. The Assessor may provide information or guidance regarding property values and estimates for community recovery costs.

The Town clerk/treasurer should:

1. Report to the Town EOC/CP.
2. Maintain records indicating town expenses incurred due to the disaster.
3. Request the assistance of the assessor in the damage assessment process. The assessor may:
 - a. Provide information regarding the dollar value of property damaged as a result of the disaster.
 - b. Provide information (name, telephone number, etc.) of owners of property that has been damaged/destroyed because of the disaster.
4. Delegate authority to the Town crew supervisor to permit acquisition of equipment and supplies needed following a disaster.

**ATTACHMENT C (WARNING/COMMUNICATIONS)
TOWN OF HOLLAND EOP**

WARNING/COMMUNICATIONS

Key Action Checklists

This attachment is designed to identify the department or agency in the municipality responsible for warning and communications activities and provides a list of actions this department/agency should consider when this municipal plan is activated.

The **La Crosse County Public Safety Communications Department (9-1-1 Dispatch)** is responsible for warning and communications in The Town of Holland. The following tasks represent a checklist of actions this agency should consider in an emergency or disaster situation.

1. Warn the following:
 - a. Municipal Elected Officials.
 - b. County Emergency Management Coordinator.
 - c. Municipal Emergency Operations Center representatives.
 - d. Special facilities.
 1. Boy Scout Camp, if appropriate
 2. Day Care facilities, if appropriate (none registered in the Township as of this printing)
 3. Whispering Pine Campground, if appropriate
2. Ensure all agencies represented in the municipal EOC have communications both to their staff at their department offices and their staff at the incident site.

List communications equipment:

1. VHF municipal radio system
 2. cell phones
 3. land lines
 4. fax machine
 5. internet/email access
3. Activate public warning system. This may consist of Emergency Alert System messages, door-to-door notification, or the use of public safety vehicles' public address system.
4. Establish communications with the county EOC if activated or the La Crosse County Emergency Management Office. The communications equipment available is:
 1. VHF municipal radio system
 2. cell phones
 3. land lines
 4. fax machine
 5. internet/email access
5. Establish communications with Command Post if established.

**ATTACHMENT D (LAW ENFORCEMENT)
TOWN OF HOLLAND EOP**

LAW ENFORCEMENT

Key Action Checklists

This attachment is designed to provide a list of actions the law enforcement agency should consider when this municipal plan is activated.

The **La Crosse County Sheriff's Department** is responsible for law enforcement activities in the Town of Holland.

1. Ensure that all Sheriff Department staff has been notified and that they report as situation directs.
2. Direct the designated law enforcement representative to report to the Town EOC/CP.
3. Secure the affected area, perform traffic and crowd control.
4. Participate in warning the public as situation warrants.
5. Determine scope of incident as to immediate casualties/destruction and whether the incident has the potential to expand and escalate.
6. Direct officer(s) to close off the damage site area and to stop all in-bound traffic. Set up an emergency pass system.
7. Report above information to appropriate law enforcement agencies.
8. Establish a staging area in the municipality; designate a CP; and establish initial command until relieved.
9. If appropriate and if available, dispatch a communications vehicle to the scene of the disaster.

Other responsibilities may include:

1. Enforce curfew restrictions in the affected area.
2. Coordinate the removal of vehicles blocking evacuation or other response activities.
3. Assist the medical examiner with mortuary services.
4. Assist with search and rescue activities.
5. If the County EOC is activated, establish and maintain contact with the person representing law enforcement.
6. Try to anticipate your department's needs for manpower and equipment 24-hours in advance. If additional assistance is needed, utilize mutual aid agreements with other police departments.
7. Provide security for the town EOC.

**ATTACHMENT E (HUMAN SERVICES)
TOWN OF HOLLAND EOP**

HUMAN SERVICES

Key Action Checklists

This attachment is designed to provide the county department of human services with the responsibility for providing human services within the Town of Holland. However, a liaison from the municipality should be appointed to assist the county human services representative with implementing tasks assigned in the county EOP. It is recommended that the person selected be from a department or agency within the municipality with human services type responsibilities (i.e., human services department, department on aging). The person selected should be familiar with the human services annex of the county eop so that human services tasks in this municipal plan are consistent with those assigned in the county plan. This person will work closely with the county human services representative so that municipal/county resources can be prioritized and coordinated. This attachment is designed to identify the person in the municipality responsible for human services activities and provides a list of actions this person will consider when this municipal plan is activated.

The **Vice Chair** will serve as the Human Services Coordinator in the Town of Holland and is responsible for human service activities in The Town of Holland. The Coordinator will organize human services activities with a representative from the La Crosse County Department of Human Services. This person will keep the County Human Services Department informed of all human services activities performed, underway, or planned within the municipality. The vice chair should:

1. Report to the emergency operations center.
2. Coordinate with Red Cross in opening and managing shelters in the municipality.
3. Ensure canteen is set up to feed emergency workers in the municipality.
4. Work with Red Cross/Salvation Army in providing food and clothing to disaster victims. Provide emergency assistance to persons with special needs.
5. Provide necessary outreach services to citizens affected by emergency or disaster.
6. Distribute literature to disaster victims giving instructions and assistance pertaining to their immediate needs.
7. Provide psychological counseling and crisis intervention to disaster victims.
8. If County EOC is activated, establish and maintain contact with the person representing Human Services. If the County EOC is not activated, establish and maintain contact with the County Human Services Department.

**ATTACHMENT F (PUBLIC WORKS)
TOWN OF HOLLAND EOP**

PUBLIC WORKS

Key Action Checklists

This attachment is designed to identify the department, agency or person in the municipality responsible for public works activities and provides a list of actions this department should consider when this municipal plan is activated. This department upon notification may respond directly to the EOC/CP.

The **Town Crew Supervisor** is responsible for public works activities on the Town of Holland property, public right-of-ways, public parks and municipal buildings. The Town Crew Supervisor should:

1. Ensure that all department personnel have been alerted and that they report as the situation directs.
2. Report to the Town EOC.
3. Review the disaster situation with field personnel and report situation to the Town Emergency Management Director.
4. Maintain transportation routes.
5. Coordinate with Law Enforcement travels restrictions/road closures within the municipality.
6. As necessary, establish a staging area for public works.
7. Report public facility damage information to the Damage Assessment Team.
8. If the County EOC is activated, establish and maintain contact with the County Highway Commissioner.

**ATTACHMENT G (PUBLIC HEALTH SERVICES/EMS)
TOWN OF HOLLAND EOP**

PUBLIC HEALTH SERVICES/EMERGENCY MEDICAL SERVICES

Key Action Checklists

This attachment is designed to identify the person in the municipality responsible for public health services and emergency medical services (EMS) activities and provides a list of actions this person should consider when this municipal plan is activated. Public health and emergency medical are usually coordinated at the county level through the county EOP. However, a liaison from the municipality should be appointed to assist with implementing tasks assigned in the county EOP. This person will work closely with the county public health department and the municipal EMS agency so that municipal/county resources can be prioritized and coordinated. The public health liaison needs to be aware of the necessity of coordinating ambulance activities.

The **Town Chair** will serve as the Public Health and Emergency Medical Services Liaison in the Town of Holland and is responsible for public health and emergency medical services activities for residents in the Town of Holland. This person will coordinate health services activities with a representative from the La Crosse County Public Health Department and all appropriate Emergency Medical Services providers. **The** Town Chair should:

1. Coordinate emergency medical services.
2. Assure that public health needs of disaster victims are met.
3. Assume primary operational control for health-related emergencies such as pollution, contamination, diseases and epidemics.
4. Establish a triage area for victims.
5. Establish a staging area in the municipality.

**ATTACHMENT H (PUBLIC INFORMATION)
TOWN OF HOLLAND EOP**

PUBLIC INFORMATION OFFICER

Key Action Checklists

This attachment is designed to identify the person in the municipality responsible for public information activities and provides a list of actions this person should consider when this municipal plan is activated.

The **Town Clerk, or designee**, is responsible for public information activities in The Town of Holland. The Town clerk should:

1. Function as the sole point of contact for the news media and public officials.
2. Maintain liaison with the EOC /CP to stay abreast of situation.
3. Establish news media briefing room and brief the media at periodic intervals.
4. If the situation escalates and the county EOC is activated, coordinate with the County PIO to prepare news releases.
5. Conduct press tours of disaster areas within the municipality as the situation stabilizes.
6. Assist the county in establishing a Joint Public Information Center.
7. Assist the county with establishing a Rumor Control Center.
8. Issue protective action recommendations or public service advisories as directed by the chief elected official.

**ATTACHMENT I (FIRE SERVICES)
TOWN OF HOLLAND EOP**

FIRE SERVICE

Key Action Checklists

This attachment is designed to provide a list of actions the municipal fire department should consider when this municipal plan is activated.

The **Holmen Area Fire Department** is responsible for fire services activities in The Town of Holland. The Holmen Area Fire Department should:

1. Establish and/or respond to designated staging area, CP or Town EOC as directed by on-scene personnel.
2. Assist Law Enforcement in warning the affected population.
3. Rescue injured/trapped persons or perform search and rescue, if needed.
4. Provide fire services if needed.
5. Designate a person to record the arrival and deployment of emergency personnel and equipment (Staging Officer).
6. Assist Law Enforcement with evacuation, if needed.
7. Assist utilities companies with shutting down gas and electric services, if necessary.

Other responsibilities may include:

1. Assist with traffic control.
2. Assist with debris clearance.
3. If the County EOC is activated, establish and maintain contact with the person representing fire services.
4. If the Regional Hazardous Materials Team is needed for a Level A response, obtain assistance through the WEM Duty Officer.
5. If additional assistance is necessary, utilize mutual aid agreements and/or contracts with other fire departments.

**ATTACHMENT J (DAMAGE ASSESSMENT)
TOWN OF HOLLAND EOP**

DAMAGE ASSESSMENT

Key Action Checklists

This attachment is designed to identify the agency in the municipality responsible for collecting damage assessment information and provides a list of actions this agency should consider when this municipal plan is activated.

A **designated board member** is responsible for damage assessment activities in The Town of Holland. The County Emergency Management office may be able to provide some damage assessment assistance as well. The board member responsible for damage assessment activities should:

1. Report to the Town EOC or Command Post.
2. Record initial information from first responders such as law enforcement, public works or fire service.
3. Activate the damage assessment team, which consists of the following municipal departments/agencies: Associated Appraisal Consultants, members of the town board are responsible for public damage assessment, and those responsible for individual damage assessment.
 - a. Within first 2-3 hours: Complete preliminary UDSR:
 - i. Number of fatalities.
 - ii. Number of critical/minor injuries.
 - iii. Number of home/businesses damaged/destroyed.
 - iv. Number of power/telephone lines, poles damaged.
 - v. Number of public facilities such as highways, roads, bridges, etc damaged.
 - vi. Number of people who are homeless or in shelters.
 - b. Within 8 hours:
 - i. Recount items i-vi above.
 - ii. Complete another UDSR, estimating public and private damage.
 - iii. Video tape and/or take photos of major damage.
 - c. Within 24 hours:
 - i. Update items i-vi above.
 - ii. Complete updated UDSR.
4. Provide damage assessment information to the appropriate town officials and La Crosse County Emergency Management Coordinator to assist in the preparation of the county UDSR.
5. If the situation warrants, assist the Chair with the preparation of a local state of emergency declaration and forward to the La Crosse County Emergency Management Coordinator.
6. Plot damage assessment information on status boards in the municipal EOC and locate damage sites on a map.
7. Record all expenditures for municipal personnel, equipment, supplies, services, etc., and track resources being used.
8. Prepare reports for the Town Public Information Officer.

**ATTACHMENT K - (SHELTER LIST)
TOWN OF HOLLAND EOP**

Location	Contact	Address	Phone	Overall Capacity	Shelter Capacity
1. Holmen High School	John Daily	1001 McHugh Road	526-9669	300	?
2. Prairie View Elementary	John Daily	1201 Newport Lane	526-9669	250	?
3. American Legion	Pamela Eddy	419 1 st Street	526-4444	450	37-56
4. American Red Cross	Julie Houg	2927 Losey Blvd	788-1000	flexible (as needed basis)	

**ATTACHMENT K-2 (Congregate Shelters)
to ATTACHMENT K (Evacuation and Shelter)**

Congregate Shelters

ONALASKA

Northern Hills Elem. 783-4542
910 East Avenue North
Onalaska, WI 54650

Onalaska Middle School 783-5644
711 Quincy St.
Onalaska, WI 54650

Irving Pertzch Elem. 783-5644
524 Main St.
Onalaska, WI 54650

Onalaska High School 783-4561
700 Wilson St.
Onalaska, WI 54650

HOLMEN

Academy on the Prairie 608-783-9393 (Oak Grove building)
W7908 CTH Z (Brice Prairie area)
Onalaska, WI 54650

Holmen High School 608-526-3372
1001 McHugh Rd.
Holmen, WI 54636

Holmen Middle School 608-526-3391
502 N. Main St.
Holmen, WI 54636

Evergreen Elementary 608-526-9080
510 Long Coulee Rd.
Holmen, WI 54636

Sand Lake Elementary 608-781-0974
3600 Sand Lake Road
Holmen, WI 54636

Viking Elementary 608-526-3316
500 East Wall Street
Holmen, WI 54636

Prairie View Elementary 608-526-9669
1201 Newport Lane

Holmen, WI 54636

**ATTACHMENT L - (EPCRA FACILITIES/CHEMICALS)
TOWN OF HOLLAND EOP**

<u>Business</u>	<u>Chemical</u>	<u>Placard#</u>	<u>DOT Guide #</u>
River City Landscape W8123 Old NA, 526-9780	Chlorothalonil & fenarimol Lesco twosome flowable fungicide	2904	154
River City Landscape	Trilualin	2941	153
River City Landscape	Potassium nitrate mixture	1486	140
River City Landscape	Diazinon	2783	152
River City Landscape	Dicamba 2-4-D, MCPP, LESCO	3003	131
River City Landscape	3-way herbicide		
River City Landscape	Granular fertilizer	1350	133
	Sulfur coated fertilizer		

**ATTACHMENT M - (EQUIPMENT/PERSONNEL RESOURCE LIST)
TOWN OF HOLLAND EOP**

Town Equipment (located at the Town Shop)

2008 Ford F350 w/flat bed
2009 Sterling single-axle truck w/plow, sander, box
2012 Freightliner single-axle truck w/plow, sander, box
2015 International single-axle truck w/plow, sander, box
2017 Dodge Ram pick-up truck

1995 Vermeer brush chipper
1998 John Deere wheel loader w/bucket
1999 Road Clipper trailer
2007 Boss V plow
2007 John Deere 997 z track mower
2014 John Deere 997 z track mower
2016 Kuhn tractor with front end loader

Other Equipment or Personnel Resource

Air boats: DNR, County Emergency Management, or US Fish & Wildlife
DNR: air boat, ATV, 4-wheeler
Civil Air Patrol: County Emergency Management office (608-785-9634 – 24 hours)
Holland Air Park: small air craft, Airpark Flyers LLC (Chris Kislinger)
Ham radio operators: County Emergency Management office (608-785-9634 – 24 hours)
Rod Olson or Mark Schnicht
Tom Skemp (La Crosse Area Ham Radio Operators) 385-7466
Rescue dogs: Dick Hellerude
Area farmers: tractors & chain saws

**ATTACHMENT O - (DAMAGE ASSESSMENT TEAM CALL LIST)
TOWN OF HOLLAND EOP**

Town Chair and Board
Town Crew
Rural Mutual Insurance (Lon Truax 608-525-3311)
Civil Air Patrol
American Red Cross – major damage assistance

**ATTACHMENT P - (DISASTER DECLARATION)
TOWN OF HOLLAND EOP**

(See the following page for a suggested Disaster Declaration form)

SAMPLE DISASTER DECLARATION

WHEREAS on _____, a disaster, namely _____ has struck the Town of Holland; and

WHEREAS, because of such emergency conditions, the Town Board is unable to meet with promptness; and

WHEREAS, it is necessary and expedient for the health, safety, welfare and good order of the Town to proclaim that emergency conditions exists; and

WHEREAS, the disaster has caused the Town of Holland to expand, commit and exhaust all of its available resources; and

WHEREAS, the Town of Holland is asking for county assistance and requests the county to advise the State of Wisconsin of our emergency conditions:

NOW, THEREFORE, pursuant to sections 323.11 and 323.14 (4) of the Wisconsin Statutes, as Chief Elected Official of the Town of Holland in testimony whereof, I have hereunto set my hand and have caused the great seal of the Town of Holland to be affixed.

Done at the Town hall this ____ day of _____, _____.

Chief Elected Official

NOTE: Under 323.14(4)(b), Stats., this proclamation shall be subject to ratification, alteration, modification or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the proper validity of this proclamation.

TOWN OF HOLLAND
RESOLUTION # _____
DECLARATION OF STATE OF EMERGENCY

Due to the severe damage caused by _____ and acting as Chair of the Town of Holland, I hereby declare that the Town of Holland is under a State of Emergency. By the statutory power provided to this office by the State of Wisconsin, I hereby also declare that the Town of Holland is under dusk to dawn curfew. This curfew shall last only as long as absolutely necessary to resolve the problem caused by this disaster.

BY ORDER OF _____
CHAIR OF THE TOWN OF HOLLAND

DATE: _____

TOWN OF HOLLAND
RESOLUTION # _____
TOWN OF HOLLAND EVACUATION PROCLAMATION

WHEREAS, A DISASTER PROCLAMATION HAS BEEN ISSUED; AND

WHEREAS, THE DISASTER RESULTED IN A STATE OF EMERGENCY EXISTING IN OUR COMMUNITY; AND

WHEREAS, IT IS REASONABLE TO BELIEVE THAT A THREAT TO THE LIVES AND HEALTH OF OUR CITIZENS EXISTS:

NOW THEREFORE, I, _____ DO HEREBY PROCLAIM THAT THE AREA BORDERED BY

_____ ON THE NORTH,
_____ ON THE SOUTH,
_____ ON THE EAST, AND
_____ ON THE WEST,

BE IMMEDIATELY EVACUATED.

THIS PROCLAMATION IS IN EFFECT UNTIL FURTHER NOTICE.

IN TESTIMONY WHEREOF I HAVE HEREUNTO SET MY HAND.

DONE AT _____

THIS ____ DAY OF _____ 20__.

TOWN BOARD CHAIR

WITNESS ON THIS _____ DAY OF _____, 20__

TOWN CLERK

**ATTACHMENT Q - (SOP REQUEST NATIONAL GUARD)
TOWN OF HOLLAND EOP**

The Town will call 911 or the La Crosse County Emergency Management Department.

See "Standing Operating Procedure" on the pages following:

**STANDING OPERATING PROCEDURE
FOR LOCAL OFFICIALS TO REQUEST
WISCONSIN NATIONAL GUARD ASSISTANCE***

When a request is made for Wisconsin National Guard assistance, certain essential information about the emergency and the desired form of Guard assistance is needed by the Governor to assist in determining whether to authorize a mission. The situation must be extremely serious and clearly beyond the capability of the requesting agency and/or local government in order for the Guard to be committed.

To expedite requests for use of the Wisconsin National Guard, the following procedure will be used:

When you wish to request the assistance of the National Guard contact the Wisconsin Emergency Management Duty Officer at 1-800-943-0003 and press option 2. Do not contact the Wisconsin National Guard directly. Provide the following information to the Duty Officer:

1. Your name, title, and telephone number or other appropriate contact information.
2. Name, title, agency and telephone number of the person whose authority is being used to request Wisconsin National Guard help. By statute, only the following may request the Wisconsin National Guard: any mayor of a city, president of a village, chair of a town, county sheriff or a U.S. Marshal.
3. Description of the situation/event: Where is it occurring, when did it begin, what has been impacted in terms of public health and safety, is critical infrastructure impacted, etc.
4. What is the Wisconsin National Guard needed for: describe the task or proposed assignment as specifically as possible. What will they be asked to do? When will they be needed?
5. What local and county resources are already committed? Have mutual aid resources been committed, what are they doing, are these resources fully exhausted? Is the county emergency management director on the scene?
6. If the Wisconsin National Guard is assigned to assist with this problem:
 - a. Where should the Liaison Officer report?
 - b. Who is the Incident Commander or local person in charge? What is the telephone number for the contact person?
7. If use of the Wisconsin National Guard is approved, are local authorities prepared to provide food and lodging, gasoline, oil, and lubricants for the Wisconsin National Guard personnel and their equipment?

The WEM Administrator or the Response & Recovery Bureau Director will discuss the request with appropriate personnel from the Wisconsin National Guard and a recommendation will be made to the Governor. If the request is approved, the WEM duty officer will advise the requesting local official and the Wisconsin National Guard will initiate contact with the designated local official or incident commander. Your full cooperation in utilizing this procedure for obtaining the assistance of the Wisconsin National Guard is important and will greatly expedite requests.

* From Information and Guidance Memo 06-01-10

**ATTACHMENT R - FISCAL AND ADMINISTRATIVE PROCEDURES & RECORDS
TOWN OF HOLLAND EOP**

In a declared disaster, the Town Chair, or designee, has the authority to rent or purchase equipment and/or supplies as needed.

The Town Clerk shall be responsible for maintaining all financial records and information. Information shall be stored at the Town Hall. All back-up of the Town computer shall be stored off-site.

FEDERAL DISASTER AID PROGRAMS

Updated information regarding the Federal disaster assistance programs can be found at:
<http://www.fema.gov/public-assistance-local-state-tribal-and-non-profit>

Following is a general summary of key federal disaster aid programs that can be made available for people and communities under a presidential major disaster declaration.

Assistance for Affected Individuals and Families Can Include as Required:

- ◆ Rental payments for temporary housing for those whose homes are unlivable. Assistance is available up to 18 months depending on need. (Source: FEMA funded and administrated.)
- ◆ Grants for minimal repairs to make damaged homes habitable. (Source: FEMA funded and administrated.)
- ◆ Grants ranging from several thousand dollars to a maximum \$12,900 to help meet serious disaster-related needs not covered by insurance or other federal, state and charitable aid programs. (Source: FEMA funded at 75% of total eligible costs; state administered.)
- ◆ Unemployment payments up to 26 weeks for workers who temporarily lost jobs because of the disaster and who do not qualify for state benefits, such as self-employed individuals. (Source: U.S. Small Business Administration.)
- ◆ Low-interest loans at 4 or 8 percent to cover uninsured private and business property losses are available. Loans are available up to \$200,000 for primary residence; \$40,000 for personal property, including renter losses; and \$1.5 million for businesses. (Source: U.S. Small Business Administration.)
- ◆ Loans up to \$1.5 million for small businesses that have suffered disaster-related cash flow problems and need funds for working capital to recover from the disaster's adverse economic impact. This loan in combination with a property loss loan cannot exceed a total of \$1.5 million. (Source: U.S. Small Business Administration.)
- ◆ Loans up to \$500,000 for farmers, ranchers and aquaculture operators to cover production and property losses, excluding primary residence. (Source: Rural Economic and Community Development Services, formerly the Farmers Home Administration, U.S. Department of Agriculture.)
- ◆ Other relief programs: Crisis counseling for those traumatized by the disaster; income tax assistance for filing casualty losses; advisory assistance for legal, veterans benefits and social security matters.

Assistance for Affected Local Governments Can Include as Required:

- ◆ Payment of 75 percent of the approved costs for repairing or replacing damaged public facilities, such as roads, bridges, utilities, buildings, schools, recreational areas and similar publicly-owned property, as well as certain private non-profit organizations engaged in public service activities. (Source: FEMA funded, state administrated.)
- ◆ Payments of 75 percent of the eligible costs for removing debris from public areas and for emergency measures taken to save lives and protect property and public health. (Source: FEMA funded, state administrated.)

- ◆ Payments of 75 percent of the approved costs for hazard mitigation projects undertaken by the state and local governments to prevent or reduce long-term risk to life and property from natural or technological disasters. (Source: FEMA funded, state administrated.)
- ◆ Funding to restore damaged highways on the Federal Aid Systems. (Source: Federal Highway Administration, U.S. Department of Transportation.)

How to Apply for Assistance:

- ◆ Individuals, families and business owners in counties designated for federal assistance can normally apply for aid immediately by calling 1-800-462-9092, or 1-800-462-7858 (TDD) for the hearing and speech impaired during announced calling hours. Those making application should be prepared to provide basic information about themselves (name, permanent address, phone number), insurance coverage and any other information to help substantiate losses.
- ◆ Application procedures for local governments are explained at a series of federal/state applicant briefings at location announced in the affected area by recovery officials. Approved public repair projects are paid through the state from funding provided by FEMA and other participating federal agencies.

**ATTACHMENT - S (MUTUAL AID AGREEMENTS)
TOWN OF HOLLAND EOP**

MUTUAL AID AGREEMENT

In consideration of the mutual commitments given herein, each of the Signatories to this Mutual Aid Agreement agrees to render aid to any of the other Signatories as follows:

1. Request for aid: The Requesting Signatory agrees to make its request in writing to the Aiding Signatory within a reasonable time after aid is needed and with reasonable specificity. The Requesting Signatory agrees to compensate the Aiding Signatory as specified in this Agreement and in other agreements that may be in effect between the Requesting and Aiding Signatories.
2. Discretionary rendering of aid. Rendering of aid is entirely at the discretion of the Aiding Signatory. The agreement to render aid is expressly not contingent upon a declaration of a major disaster or emergency by the federal government or upon receiving federal funds.
3. Invoice to the Requesting Signatory. Within 90 days of the return to the home work station of all labor and equipment of the Aiding Signatory, the Aiding Signatory shall submit to the Requesting Signatory an invoice of all charges related to the aid provided pursuant to this Agreement. The invoice shall contain only charges related to the aid provided pursuant to this Agreement.
4. Charges to the Requesting Signatory. Charges to the Requesting Signatory from the Aiding Signatory shall be as follows:
 - A. Labor force. Charges for labor force shall be in accordance with the Aiding Signatory's standard practices.
 - B. Equipment. Charges for equipment, such as bucket trucks, backhoes, wood chippers and other special equipment used by the Aiding Signatory, shall be at the reasonable and customary rates for such equipment in the Aiding Signatory's location
 - C. Transportation. The Aiding Signatory shall transport needed personnel and equipment by reasonable and customary means and shall charge reasonable and customary rates for such transportation.
 - D. Meals, lodging and other related expenses. Charges for meals, lodging and other expenses related to the provision of aid pursuant to this Agreement shall be the reasonable and actual costs incurred by the Aiding Signatory.
5. Execution. Each party hereto has read, agreed to and executed this Mutual Aid Agreement on the dated indicated.

Mutual aid agreements have been received from the following:

City of Galesville (3/16/10)	608-582-2475
Village of Holmen (3/4/10)	608-526-4336
Village of Trempealeau (2/4/10)	608-534-6434
Town of Caledonia (4/10/10)	608-582-4542
Town of Farmington (2/16/10)	608-857-3913
	608-857-3139 (Mike Hesse)
Town of Gale (2/13/10)	608-582-4454
Town of Onalaska (3/3/10)	608-783-4958
Town of Trempealeau (2/4/10)	608-539-2902
Holmen Area Fire Department (1/27/10)	608-526-9363
Trempealeau Area Fire Department (5/10/10)	608-534-6464

**ATTACHMENT - T (LIST OF CLEAN-UP CONTRACTORS)
TOWN OF HOLLAND EOP**

- | | | |
|-----|--|--------------|
| 1. | McHugh Excavating | 608-783-1404 |
| 2. | La Crosse Backhoe | 608-785-0076 |
| 3. | Mathy Construction | 608-783-6411 |
| 4. | La Crosse County Highway Dept. | 608-786-3810 |
| 5. | Strupp Trucking | 608-781-9828 |
| 6. | St. Joseph Construction | 608-788-7712 |
| 7. | Waste Management | 608-784-1095 |
| 8. | Hilltopper Refuse & Recycling | 608-783-6727 |
| 9. | Harter Quik Clean Up | 608-782-2082 |
| 10. | ISS Sanitors Service Inc. | 608-782-3535 |
| 11. | Kwik Trip – fuel cleaning/hazmat
local consultant Braun Intertec
contact: Mark Gretebeck | 608-781-7277 |

Outside the La Crosse Area:

- | | | |
|----|--|--------------|
| 1. | Watson Roll-off Service, Rochester MN | 507-280-0447 |
| 2. | R&R Excavators, Chippewa Falls, WI | 715-723-7447 |
| 3. | Waste Transport LLC, Buffalo City, WI | 608-248-3322 |
| 4. | Stuart Ekblad Excavators, Red Wing, MN | 651-388-4623 |
| 5. | John Miller Excavating, Rochester, MN | 507-285-1877 |
| 6. | Bassuener Excavators, Wis. Rapids, WI | 715-423-4660 |

DNR spill contacts:

www.wcec.com/page/what-we-do/emergency-response/spill-response/

wrres.com/spillresponse.html

nsecinc.com/environmental-management-services-wisconsin-milwaukee/emergency-response-wisconsin/

www.dnr.wi.gov/topic/Spills/

**ATTACHMENT - U - DEBRIS DISPOSAL SITE LOCATIONS
TOWN OF HOLLAND EOP**

Cold storage property on County Road XX
La Crosse County Landfill

**ATTACHMENT – V (LIST OF LOCAL MEDIA)
TOWN OF HOLLAND EOP**

BROADCAST STATIONS

STATION	PHONE NUMBER	E-Mail	
La Crosse Radio Group	782-7211	www.lacrosseradiogroup.net	
CC106	782-1063	zmail@z933.com	
Z-93	782-1230		
102.7	793-1027		
100.1	783-3100		
104.9	785-7900		
1490 am	782-2554		
Minnesota Public Radio KLSE 88.1/91.7 FM	507-282-0910	www.mpr.org	
WCOW	269-3100	www.cow97.com	
Midwest Family Broadcast	796-2553	www.mwfbroadcasting.com	
WIZM	782-1230		
WKTY AM 580	796-2558		
WKBT News 8	784-7897	www.news8000.com	
WKBH 1570 AM	779-4418	www.relevantradio.com	
WTRV 95.7 The Rock	784-0957	www.957therock.com	
WHLA 90.3 FM	785-8380 or	www.wpr.org	
WLSU 88.9 FM	888-520-2078		
WLAX / Fox	781-0025	www.nexstar.tv@stations-wlax	
WXOW	507-895-9969	www.wxow.com	

NEWSPAPERS

NEWSPAPER	PHONE NUMBER	E-Mail
La Crosse Tribune	782-9710	news@lacrossetribune.com
Holmen Courier/Coulee Life News	786-1950	news@rivervalleynewspaper.com

LEGAL BASIS (Page 6)

ATTACHMENT 1 (Robert T. Stafford Disaster Relief and Emergency Assistance Act)

Robert T. Stafford Disaster Relief and Emergency Assistance Act,
Public Law 93-288, as amended, 42 U.S.C. 5121-5207, and Related Authorities
UNITED STATES CODE
TITLE 42. THE PUBLIC HEALTH AND WELFARE
CHAPTER 68. DISASTER RELIEF

**Robert T. Stafford Disaster Relief
and Emergency Assistance Act,
as amended, and Related
Authorities**

FEMA 592, June 2007



Document is 125 pages long

LEGAL BASIS (Page 6)

ATTACHMENT 2 (Wisconsin Statutes Chapter 323 Emergency Management)

323.14 EMERGENCY MANAGEMENT

board shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management under s. 323.13 (1) (b).

2. Each county board shall designate a head of emergency management. In counties having a county executive under s. 59.17, the county board shall designate the county executive or confirm his or her appointee as county head of emergency management. Notwithstanding sub. (2) (b), an individual may not simultaneously serve as the head of emergency management for 2 or more counties.

3. Each county board shall designate a committee of the board as a county emergency management committee. The chairperson of the county board shall designate the chairperson of the committee. In counties having a county executive under s. 59.17, the committee shall retain policy-making and rule-making powers in the establishment and development of county emergency management plans and programs.

(b) 1. The governing body of each city, village, or town shall develop and adopt an emergency management plan and program that is compatible with the state plan of emergency management adopted under s. 323.13 (1) (b).

2. The governing body of each city, village, or town shall designate a head of emergency management services.

(2) ONGOING POWERS. (a) The governing body of a local unit of government may appropriate funds and levy taxes for its emergency management program under sub. (1).

(b) Local units of government may cooperate under s. 66.0301 to furnish services, combine offices, and finance emergency management programs.

(c) Local units of government may contract for emergency management services with political subdivisions, agencies, and federally recognized American Indian tribes and bands of this state, and, upon prior approval of the adjutant general, with such entities in bordering states. A copy of each agreement shall be filed with the adjutant general within 10 days after execution of that agreement.

(3) DUTIES DURING AN EMERGENCY. (a) If the governing body of a local unit of government declares an emergency under s. 323.11 and intends to make use of volunteer health care practitioners, as specified in s. 257.03, the governing body or its agent shall, as soon as possible, notify the department of health services of this intent.

(b) During a state of emergency declared by the governor, a local unit of government situated within the area to which the governor's executive order applies may employ personnel, facilities, and other resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems that resulted in the governor declaring the emergency. Nothing in this chapter prohibits local units of government from employing their personnel, facilities, and resources consistent with the plan adopted under sub. (1) (a) 1. or (b) 1. to cope with the problems of local disasters except where restrictions are imposed by federal regulations on property donated by the federal government.

(4) POWERS DURING AN EMERGENCY. (a) The emergency power of the governing body conferred under s. 323.11 includes the general authority to order, by ordinance or resolution, whatever is necessary and expedient for the health, safety, protection, and welfare of persons and property within the local unit of government in the emergency and includes the power to bar, restrict, or remove all unnecessary traffic, both vehicular and pedestrian, from the highways, notwithstanding any provision of chs. 341 to 349.

(b) If, because of the emergency conditions, the governing body of the local unit of government is unable to meet promptly, the chief executive officer or acting chief executive officer of any local unit of government shall exercise by proclamation all of the powers conferred upon the governing body under par. (a) or s. 323.11 that appear necessary and expedient. The proclamation

Updated 07-08 Wis. Stats. Database 4
Not certified under s. 35.18 (2), stats.

shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as that body can meet, but the subsequent action taken by the governing body shall not affect the prior validity of the proclamation.

History: 2009 s. 42 ss. 98 to 102, 111, 112, 234 to 236, 294 to 299, Stats. 2009 s. 323.14.

323.15 Heads of emergency management; duties and powers. (1) ONGOING DUTIES. (a) The head of emergency management for each local unit of government shall implement the plan adopted under s. 323.14 (1) (a) 1. or (b) 1., whichever is applicable, and perform such other duties related to emergency management as are required by the governing body and the emergency management committee of the governing body when applicable. The emergency management plans shall require the use of the incident command system by all emergency response agencies, including local health departments, during a state of emergency declared under s. 323.10 or 323.11.

(b) The head of emergency management for each county shall coordinate and assist in developing city, village, and town emergency management plans within the county, integrate the plans with the county plan, advise the department of military affairs of all emergency management planning in the county and submit to the adjutant general the reports that he or she requires, direct and coordinate emergency management activities throughout the county during a state of emergency, and direct countywide emergency management training programs and exercises.

(c) The head of emergency management in each city, village and town shall do all of the following:

1. Direct local emergency management training programs and exercises.

2. Direct participation in emergency management programs and exercises that are ordered by the adjutant general or the county head of emergency management.

3. Advise the county head of emergency management on local emergency management programs.

4. Submit to the county head of emergency management any reports he or she requires.

(4) POWERS DURING AN EMERGENCY. During a state of emergency declared by the governor, the head of emergency management for each local unit of government, on behalf of his or her respective local unit of government, may contract with any person to provide equipment and services on a cost basis to be used to respond to a disaster, or the imminent threat of a disaster.

History: 2009 s. 42 ss. 104 to 107, 300, 301, Stats. 2009 s. 323.15.

323.16 Powers of law enforcement officers. During any state of emergency declared by the governor or during any training program or exercises authorized by the adjutant general, any law enforcement officer, when legally engaged in traffic control, escort duty, or protective service, may carry out the functions anywhere in the state but shall be subject to the direction of the adjutant general through the sheriff of the county in which an assigned function is performed.

History: 2009 s. 42 s. 118, Stats. 2009 s. 323.16.

323.17 State traffic patrol officers and conservation wardens. If the governor calls out the state traffic patrol or conservation warden service, or members of the patrol or service, under s. 323.12 (2) (c), the state traffic patrol officers or conservation wardens subject to the call shall have the powers of a law enforcement officer for the duration determined by the governor, except that the officers and wardens may not be used in or take part in any dispute or controversy between an employer and employee concerning wages, hours, labor, or working conditions.

History: 2009 s. 42.

323.18 State agency volunteers. A state agency may register or preregister volunteers to assist the agency during a disaster, an imminent threat of a disaster, or a related training exercise.

History: 2009 s. 42.

Text from the 2007-08 Wis. Stats. database updated by the Legislative Reference Bureau. Only printed statutes are certified under s. 35.18 (2), stats. Report errors at (608) 266-3561, FAX 264-6348.

LEGAL BASIS**ATTACHMENT 3: (La Crosse County Code of Ordinance Chapter 24 – Emergency Government)**La Crosse County Code of Ordinances
Chapter 24 – Emergency Government**24.0 POLICY AND PURPOSE.** (Rep. & Rec. #8-91)

(1) To ensure that the County of La Crosse will be prepared to cope with emergencies resulting from enemy action and natural or manmade disasters, an emergency government organization is created to carry out the purposes set forth in Chapter 166 of the Wisconsin Statutes.

(2) DEFINITIONS. (a) "Adjutant general" means the adjutant general of the department of military affairs.

(b) "Civil defense" means all measures undertaken by or on behalf of the state and its subdivisions to prepare for and minimize the effect of enemy action upon the civilian population.

(c) "Emergency government" includes "civil defense" and means all measures undertaken by or on behalf of the state and its subdivisions:

1. To prepare for and minimize the effect of enemy action and natural or man-made disaster upon the civilian population.

2. To effectuate emergency repairs to, or the emergency restoration of, vital public utilities and facilities destroyed or damaged by such action or disaster.

3. "Enemy action" means hostile action by a foreign power which threatens the security of this state or a portion thereof.

(3) COUNTY EMERGENCY GOVERNMENT COMMITTEE. (a) The Law Enforcement Committee of the county board as created under its rules is hereby designated as the county emergency government committee. The chairperson of the county board shall designate a chairperson from one of the members of the committee.

(b) Duties. The county emergency government committee shall be an advisory and planning group with policy-making and rule-making powers in the establishment and development of county emergency government planning programs. The committee shall advise the head of emergency government services and the county board on all matters pertaining to emergency government.

(4) HEAD OF EMERGENCY GOVERNMENT SERVICES. (a) The office head of emergency government services for La Crosse County is hereby created. In addition to the duties as outlined herein, the head shall have the duties and responsibilities as provided in s. 166.03(5), Wis. Stats.

(b) Term, Appointment and Staff. 1. Term. The term of the head of emergency government services shall be at the pleasure of the county board.

2. Appointment. The La Crosse County Board shall appoint the head of emergency government services in accordance with County standard employment procedures.

3. Staff. The provisions of s. 166.03(8), Stats. relating to personnel shall apply to the selection of the head and his/her staff. The head of emergency government services shall be considered a County employee and he/she shall report to the county emergency government committee.

(5) OFFICE AND STAFF. (a) The La Crosse County Board shall provide offices, office furniture, stenographic help and such office supplies as may be necessary to carry out the functions of the head of emergency government services. The costs shall be borne by the County of La Crosse.

(b) Major Equipment and Service. The cost of equipment and services shall be borne completely by the municipal government requiring such procurement with federal matching funds procured by the head of

emergency government services when applicable. Federal matching fund requirement shall be returned to the treasurer of the municipality procuring the equipment and service.

(6) COUNTY-MUNICIPALITY COOPERATION. Counties, towns and municipalities may cooperate under s. 66.30, Stats. to furnish services, combine offices and finance emergency government services.

(7) DUTIES OF HEAD OF EMERGENCY GOVERNMENT SERVICES. (a) The head of emergency government services shall develop and promulgate emergency government plans consistent with state plans, direct the emergency government program and perform such other duties related to emergency government as required by the La Crosse County Board and La Crosse County emergency government committee when applicable.

(b) The head of emergency government services shall coordinate and assist in developing town and municipal emergency government plans within the county, integrate such plans with the county plan, advise the department of military affairs of all emergency government planning in the county and submit to the adjutant general such reports as he or she requires, direct and coordinate emergency government activities throughout the county during the state of emergency, and direct county-wide emergency government training programs and exercises.

(c) During the continuance of a state of emergency proclaimed by the governor, he or she, on behalf of the county, may contract with any person to provide equipment and services on a cost basis to be used in disaster relief.

(8) RESOURCES. (a) The implementation of the county emergency government program and organization shall utilize the services, equipment, supplies and facilities of the existing departments and agencies of the county to the maximum extent practicable.

(b) Powers of Peace Officers. During any state of emergency proclaimed by the governor or during any training program or exercises authorized by the adjutant general, any peace officer or traffic officer of the state or of a county, city, village or town, when legally engaged in traffic control, escort duty or protective service, may carry out such functions at any point within the state, but shall be subject to the direction of the adjutant general through the sheriff of the county in which an assigned function is performed.

(9) RESPONSIBILITY. In order to assure that in the event of an emergency, all of the facilities of the existing county government are expended to the fullest extent to meet such an emergency, all department heads will fulfill emergency and non-emergency duties as assigned under the county emergency operations plan. The head of emergency government services will assist them in organizing and planning for the expansion of their departments prior to and during an emergency and for recruiting necessary emergency government volunteers to supplement regular department employees.

(10) PENALTIES. It shall be unlawful for any person willfully to obstruct, hinder or delay any member of the emergency government organization in the enforcement of any order, rule, regulation or plan issued pursuant to this ordinance, or to do any act forbidden by any order, rule, regulation or plan issued pursuant to the authority contained in this ordinance. Penalties shall be provided by s. 25.04 of the La Crosse County Code of Ordinances.

24.01 HAZARDOUS DISCHARGE RESPONSE AND REIMBURSEMENT (Cr. #6/5-97).

(1) Definitions.

(a) "Discharge" has the meaning given in s. 292.01(3), Stats., or any amendments thereto.

(b) "Hazardous substance" has the meaning given in s. 292.01(6), Stats., or any amendments thereto.

(c) "Local Agency" means an agency of a county, city, village or town, including a municipal police or fire department, a municipal health organization, a county office of emergency management, a county sheriff, an emergency medical service or a public works department. The City of La Crosse Fire Department has been designated as the local agency to respond to level "B" hazardous materials spills in La Crosse County.

(2) A person who possesses or controls a hazardous substance that is discharged or who causes the discharge of a hazardous substance shall take the actions necessary to protect public health and safety and prevent damage to property.

(3) If action required under sub.(2) is not being adequately taken or the identity of the person responsible for a discharge of a hazardous substance is unknown and the discharge threatens public health or safety or damage to property, a local agency may take any emergency action that is consistent with the contingency plan for the undertaking of emergency actions in response to the discharge of hazardous substances established by the Department of Natural Resources under s. 292.11(5) and that it considers appropriate under the circumstances.

(4) A person who possessed or controlled a hazardous substance that was discharged or who caused the discharge of a hazardous substance shall, as provided under sub.(5), reimburse a local agency for actual, reasonable and necessary expenses incurred under sub.(3).

(5) (a) The Local Emergency Planning Subcommittee Consisting of the Emergency Management Coordinator and the Chairperson of the Local Emergency Planning Committee is hereby designated as the reviewing entity under this subsection.

(b) A local agency seeking reimbursement under sub.(4) shall submit a claim stating its expenses to the reviewing entity for the County in which the discharge occurred.

(c) The Local Emergency Planning Subcommittee and/or designees shall review claims submitted under par.(5)(b) and determine the amount of reasonable and necessary expenses incurred. The Local Emergency Planning Subcommittee and/or designees shall provide a person who is liable for reimbursement under sub.(4) with a notice of the amount of expenses it has determined to be reasonable and necessary that arise from one discharge and are incurred by all local agencies from which the Local Emergency Planning Subcommittee receives a claim.

(d) If a person receiving a notice under par.(c) objects to the amount of expenses in the notice, the person may request the Local Emergency Planning Subcommittee to review its determination. Such request must be in writing, must contain the reasons for the objection to the expenses, and must be made within 10 days of receipt of notice of the amount of expenses provided in par.(c) above. The Local Emergency Planning Subcommittee may modify the determination and shall notify the person of the result of its review in writing.

(e) A person liable for reimbursement under sub.(4) shall pay the reimbursement directly to each local agency.

24.02 DECLARATION OF EMERGENCY

(1) The County Board Chair may declare a state of emergency for La Crosse County or any portion thereof if he or she determines that an emergency resulting from any enemy action or natural or man-made disaster exists.

(2) If the County Board Chair is unavailable, the first vice chair, the second vice chair, and the Administrative Coordinator shall in the order named if the proceeding named officers are unavailable, exercise the powers and discharge the duties of the office of the County Board Chair until a new chair is elected and qualified, or until a proceeding named officer becomes available.