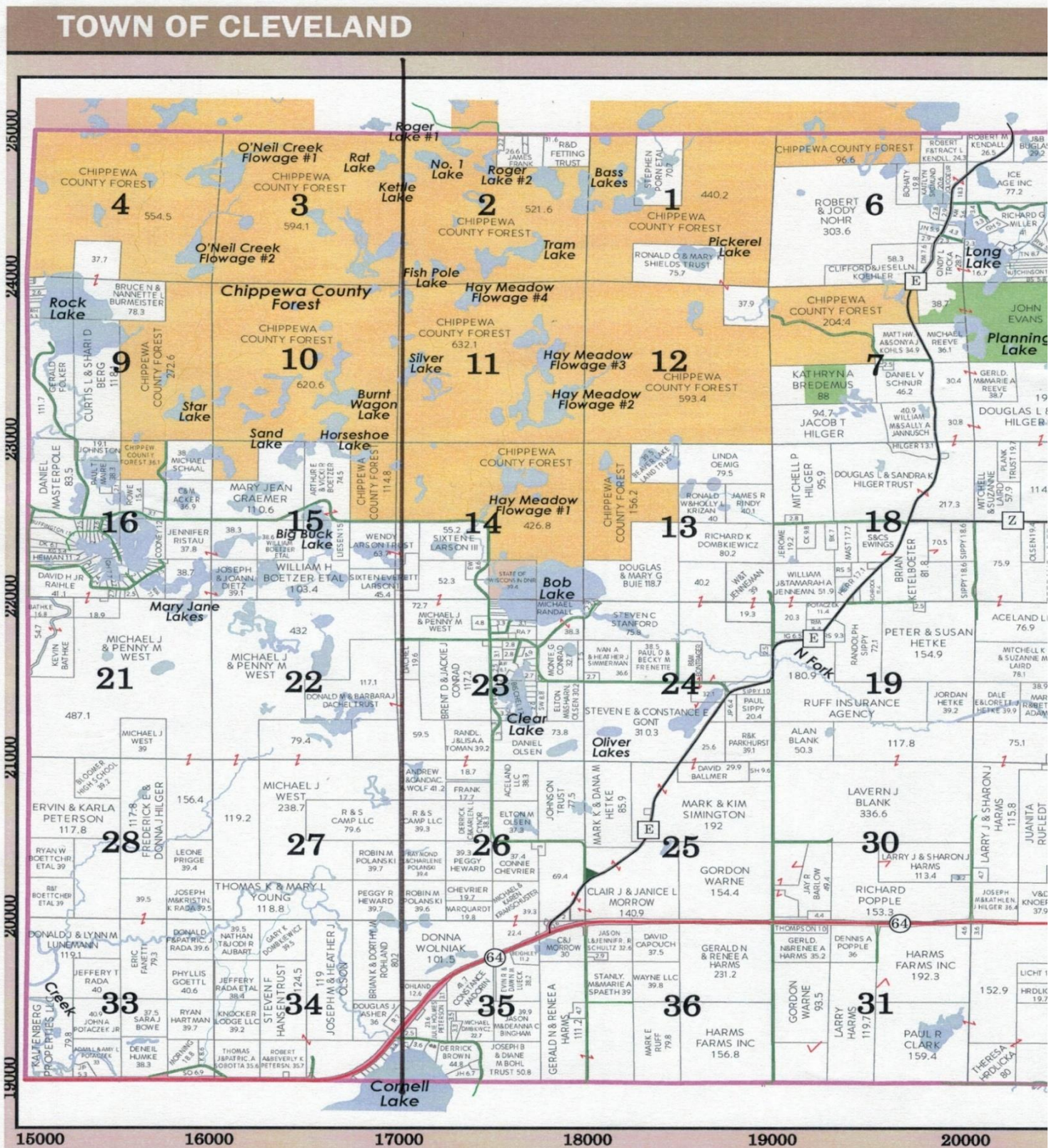
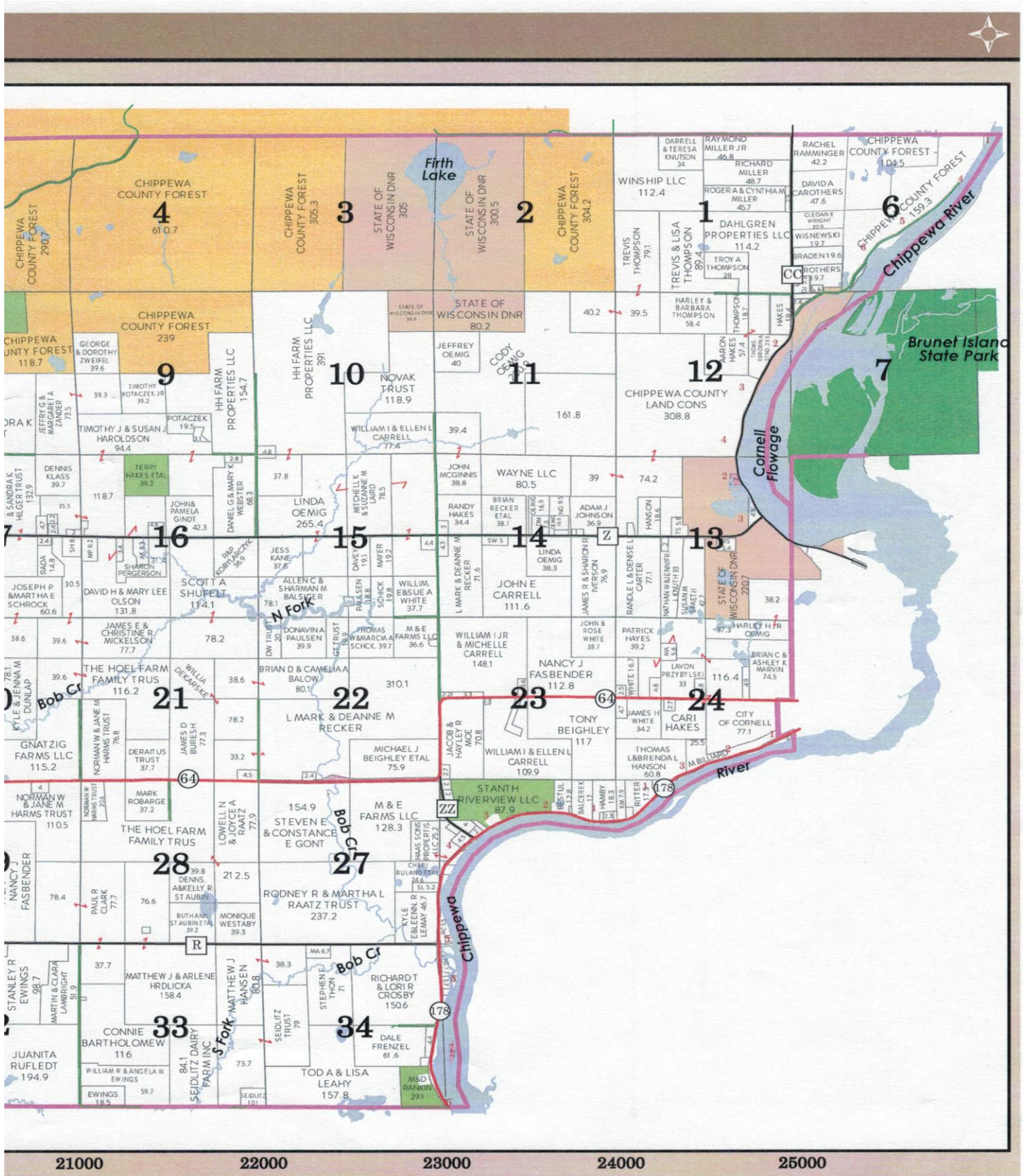


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>>> CORNELL FIRE & EMS >>>



the closest tenth acre, roadways are excluded from totals. All mapping is for reference only and is not intended, or to be used for any legal purpose.

DISTRIBUTION

- Town Office of Emergency Management
- Town Office Records
- Bloomer Fire Department
- Bloomer EMS
- Cornell Fire Department
- Cornell EMS
- Chippewa County Emergency Management Agency

The Town of Cleveland is served by two Fire and EMS districts.

FPD # 1 is the Bloomer Fire Protection District.

It includes the western most 12 Sections . See map on page 3
(Sections 3, 4, 9, 10, 15, 16, 21, 22, 27, 28, 33 and 34)

FPD # 2 is the Cornell Area Fire Protection District.

It includes the remainder of Cleveland township. See map on page 3 & 4

The population of the Town of Cleveland is 893 as of 10/10/2026

BASIC PLAN

PURPOSE

This municipal disaster emergency plan is required by State of Wisconsin Statute 323.14((1)(b)).

This plan will be used by the Town of Cleveland as a policy guide and as a ready reference to aid in disaster preparedness and response. This disaster emergency plan shall be known as the Town of Cleveland Emergency Operation Plan (EOP).

This Emergency Operations Plan identifies the most likely types of disaster that the Town will face. This plan defines the activities to be completed and the resources that will be called upon to respond to a disaster.

When responding to a disaster event, the Town of Cleveland shall attempt to follow national guidance and emergency response protocols established by the United States Department of Homeland Security and the Federal Emergency Management Agency (FEMA).

The National Incident Command System (NICS) shall be applied in circumstances of a disaster event.

For ease of use by Town officials, and others not familiar with emergency response, this plan is organized into three (3) sections, with a compendium of supporting appendixes. Given this plan structure, some redundancy between sections can be anticipated.

Section 1 referenced as the BASIC PLAN provides a general overview of the national emergency response framework, outlines broad roles and responsibilities of public officials and first responders, and summarizes the Towns plans for disaster response.

Section 2 referenced as FUNCTIONAL ANNEXES provides greater detail and explains how supporting operations and activities will occur during a disaster response.

Section 3 referenced as HAZARD ATTACHMENTS lists the most likely types of disasters that can be anticipated in the Town of Cleveland and explains what should be considered when responding to those types of disaster events.

These sections are supported by a set of APPENDIXES that provide supporting materials, standardized forms, and ready references that can be applied in response to an emergency or disaster event.

Throughout this plan, the Town of Cleveland shall be referred to as the "Town." Activities and resources printed in the Chippewa County EOP will be utilized to the greatest extent possible. This will reduce the size of this plan and standardize the response procedures throughout the County.

This Town Emergency Operations Plan will be a supplement to the County Emergency Operations Plan and both should be utilized during any disaster response.

The Chippewa County Emergency Management Department (CCEM) is responsible for the development and maintenance of the County Emergency Operations Plan. Similarly, the Town of Cleveland is responsible for the development and maintenance of the Town Emergency Operations Plan, in consultation with the County.

EMERGENCY PROCLAMATION and EMERGENCY POWERS

The Town of Cleveland Board of Supervisors shall have the power and authority to issue a proclamation that an emergency exists under the conditions specified in State of Wisconsin Statute 323.14((1)(b)). The proclamation may declare the fact that an emergency exists in any or all sections of the Municipality. A copy of such a proclamation shall be filed within twenty-four (24) hours with the Town Clerk.

In circumstances where consultation with the full Board of Supervisors would result in a substantial delay in an effective response toward alleviating or preventing an emergency or disaster, by way of a proclamation adopted by meeting call, email or text, the Chair shall be authorized to take whatever actions are necessary to prevent the loss of life and property in the Town, including delegating authority to issue an emergency proclamation to another available supervisor.

A sample emergency proclamation for the Towns' ready reference and use is provided on page 54.

SITUATION AND ASSUMPTIONS

The Town of Cleveland Emergency Operations Plan shall be the Town's governing document for emergency response and recovery and is to be recognized by all municipal organizations.

Importantly, it is a basic assumption of this Town Emergency Operations Plan that each Town residents is ultimately responsible for their personal health, safety and welfare and for the protection and management of their personal property. It is also a basic assumption that the role of Town government during times of emergency response should be focused and generally limited, as determined at the time by the Town Board.

It is a further basic assumption that Chippewa County is a lead cooperating management agency for disaster preparedness and response, recognizing the County's historical role and current institutional capacity.

A disaster means a severe or prolonged, natural or human-caused, occurrence that threatens or negatively impacts life, health, property, infrastructure, the environment, the security of this jurisdiction or a portion of this jurisdiction, or critical systems, including computer, telecommunications, or agricultural systems

The Chippewa County Emergency Operations Plan identifies the following type of disaster hazards that the County could experience.

- Infectious Disease Outbreaks
- Flooding
- Forest Fires
- Hazardous Materials Releases
- Severe Summer Storms/Tornadoes
- Mass Casualty Incidents
- Severe Winter Storms
- Terrorist Attacks/Active Shooter
- Aviation Incident
- Abducted or Missing Child/Adult

In preparing the Town of Cleveland Emergency Operations Plan the Town has reviewed the Chippewa County Emergency Operations Plan for detailed information regarding the specifics of each disaster hazard and the types of impacts that would be faced throughout the County.

The Town does not employ a career emergency management director (EMD).

The Town shall instead appoint a citizen of the Town of Cleveland to work as a public official, to assist the Town Board and to cooperate with the Chippewa County Emergency Management Department, to meet the requirements of Wi Stats 323.

In carrying out its responsibilities the Town shall work with the County to achieve a functional capacity for emergency response. It will do so by seeking consultation on plan development; and in the interest of emergency preparedness, by actively participating in activities sponsored by the County to mitigate potential disasters, including participation in ongoing training and joint exercises.

The following emergency services are provided by:

Law Enforcement	Chippewa County Sheriff's Office
Emergency Medical Services	Cornell or Bloomer area first responders and Cornell Area or Bloomer Area Ambulance Service
Fire Protection	Cornell or Bloomer Fire Department, and when necessary Mutual Aid and/or MABAS agencies
Hazardous Materials Response	Cornell and Bloomer Fire Department, and the Regional Type I/County Type III Hazardous Materials Team, staffed by Chippewa Falls Fire and Emergency Services
Public Works	Town of Cleveland Shop and Chippewa County Highway Department

CONCEPT OF OPERATIONS

1. The Town Board of Supervisors are ultimately responsible for the timely and effective response to any disaster incident within the Town. The Town Emergency Management Director (EMD) has been appointed to complete emergency management activities, such as preparedness, mitigation, response, and recovery on behalf of the Board of Supervisors.
2. Final authority for all decisions impacting the Town, its residents and its finances lies strictly with the Town Board of Supervisors. The Supervisors are authorized to take whatever actions are necessary to prevent the loss of life and property within the Town.
3. The Emergency Management Director (EMD) is responsible to the Board of Supervisors for coordinating disaster response activities, requesting resources from mutual aid partners and the County and for compiling disaster information.
4. Anticipated emergency alerts or notifications may come to the Town from one or more established communications systems. These include:
 - a. The National Weather Service (NWS),
 - b. The Emergency Alert System (EAS),
 - c. The Chippewa County communication system via the Chippewa County Communication Center which may be by: direct radio-page to the Town Fire Department; by direct radio call to the Town Emergency Management Director; or more indirectly by call/cell phone call/email/text from the Chippewa County Emergency Management Department to the Town Emergency Management Director,
 - d. The Integrated Public Alert Warning System (PAWS), as activated by the Chippewa County Communication Center.

At this time all public warning systems are available and could be used to alert Town officials depending on the type of disaster hazard and circumstance. It cannot be assumed that Town officials will receive direct communication and notice of an impending disaster prior to an event.

It is therefore incumbent upon Town Emergency Management officials, like all other Town residents to monitor local, state and national warning systems at times of heightened risk, to be prepared.

In the interest of preparedness all Town of Cleveland officials and town residents will be encouraged to load and maintain the Chippewa County Sheriff and Emergency Government “app” on their computer platforms and cell phone networks, as a recommended tool for emergency preparedness and response.

It is important to note that in the interest of disaster related emergency response, the Town of Cleveland has requested that the Fire Department(s) contact the Town Emergency Management Director (EMD) and Town Board Chair via cell phone call / text, in circumstances that in its judgment, warrant a Town level disaster response, through the establishment of a Town Emergency Operations Center (EOC).

It is also important to note that the Town of Cleveland has requested that a fire department radio be issued to the Town. If issued, this fire department radio will be located and maintained at the Town Hall to facilitate direct radio communications with the Town Emergency Operations Center when activated.

5. Immediately following a disaster related event the Town of Cleveland and Chippewa County shall follow standard procedures, as established in this plan, to conduct an initial disaster assessment to determine the extent of impacts on town residents and public infrastructure.

An initial disaster assessment will be conducted by Town officers and staff using post event observations of their immediate surroundings, which will then be communicated via a group Town text/call network.

If warranted the Town Emergency Management Director shall contact the County Emergency Management Director to request assistance from the Chippewa County Emergency Management Department.

Town residents and others sustaining injury during an event will be directed to call the Chippewa County Communication Center (911 emergency line) to request emergency services from first responders including law enforcement, fire and ambulance service.

Town residents and others sustaining significant structural damage, experiencing electrical power outages or observing or experiencing blockage of public roads, private roads or driveways will be encouraged to call the State of Wisconsin 211 assistance line to report the type, location and extent of damage.

Further detail on how the Town will monitor, evaluate, and respond to an emergency that may warrant Town action is provided in: Section 2 FUNCTIONAL ANNEXES A-H ; Section 3 Disaster Hazard ATTACHMENTS 1-5, and supporting Appendixes 1-6 of this plan.

6. Any Town Supervisor or the Emergency Management Director (EMD), may activate the provisions of this plan, or may officially activate the Town's Emergency Operations Center (EOC), if they determine that a disaster situation warrants the activation. Before acting independently, the authorized official shall attempt to contact the Town Chair, and the Chippewa County Emergency Management Department via 911 dispatch to deliberate.

If a decision is made to activate the Town Emergency Operations Center (EOC), it will be established at the Town of Cleveland Town Hall. (20470 St Hwy 64, Cornell, WI). All town board supervisors and designated town and county officials shall be notified and if available they will be requested to report to the Town Hall to initially staff the center.

7. When a disaster related emergency response is beyond the control and resources of the Town, a request for direct assistance and resources shall be made to the Chippewa County Emergency Management Department.

When warranted the Town of Cleveland Board of Supervisors, the Governor' Office, the Chippewa County Board Chair, or the Chippewa County Board of Supervisors may declare a disaster and make resources available to save lives, protect property, and aid in disaster recovery.

8. In all cases of a local emergency an Incident Commander (IC), representing the authorized emergency

response agency, will automatically assume command at the scene. In circumstances where the Town Emergency Operations Center (EOC) is activated, communications will be established between the Incident Command (IC) and the Town Emergency Operations Center (EOC).

Figure A (Page 16) shows the general roles and responsibilities, the operational relationship and the communication flow for disaster response involving Incident Command (IC), the Town Emergency Operations Center (EOC), and 911 Dispatch.

Figure B (Page 17) shows the organizational structure of the Town Emergency Operations Center, the functional responsibilities of each designated section of the center, and the titles of the Town Officials responsible for each section.

It is anticipated that most of the Logistic, Finance and Planning capabilities will be located at the Town Emergency Operations Center (EOC). It is further anticipated that the Incident Command (IC) will retain all Operations Section personnel and some limited Logistic and Planning support.

Town personnel and citizen volunteers may be dispatched through the Town Emergency Operations Center (EOC) for specific tasks, such as checking up on residents during a prolonged power outage or delivering situation reports when communications are out.

9. For a countywide emergency, such as a severe winter storm, directly impacting the Town of Cleveland, all emergency operations for the Town will be run out of the Town of Cleveland Emergency Operations Center (EOC), located at the Town of Cleveland Town Hall.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

A number of different Town officials and emergency services officers may be tasked during an emergency related disaster response.

A general list of public officials and a corresponding outline of assigned responsibilities for disaster related emergencies and response as established the National Incident Command System (NICS) is as follows:

Board of Supervisors:

1. Assumes responsibility for the overall Town response and recovery operations.
2. Makes policy decisions relating to the disaster response and recovery.
3. Approves the Emergency Operations Center (EOC) staffing assignments recommended by the Emergency Management Director (EMD) and Town Clerk.
4. Approves press releases to the media. If the disaster is countywide, the press release shall be given to the County EMD for release.
5. Oversees the Damage Assessment program.
6. Carries out welfare general assistance, as required.

Town Chair

1. Organizes and administers staffing assignments for the Emergency Operations Center (EOC).
2. Coordinates the recruitment and tracking of local resources, personnel, and materials.

Emergency Management Director:

1. Organizes and facilitates the Town Emergency Operations Center (EOC).
2. Approves all town emergency plans and procedures.
3. Coordinates with Chippewa County EOC.
4. Collects individual and public assistance information.
5. Tracks and assigns disaster response resources through logistics.
6. Establishes Emergency Operations Center (EOC) communications.
7. Completes the disaster proclamation, damage assessment, and situation reporting.

Fire Chief:

1. Oversees all fire department resources and directs fire and emergency medical operations.
2. Initiates and implements emergency evacuations.

Road Crew Supervisor:

1. Coordinates road damage assessment, repair, and maintenance including estimated costs.

Town Clerk:

1. Serves as communication manager: staffs Emergency Operations Center (EOC) phones and other communication modes.
2. Documents information on equipment and physical resources requested and dispersed using the ICS 214 form.
3. Creates the organizational chart.
4. Works with the Chippewa County Emergency Manager (CCEM) to implement a volunteer reception center.

Treasurer:

1. Serves as Finance Section Chief: Tracks disaster expenditures and pays bills authorized by the Board of Supervisors.
2. Tracks all orders including vendor, destination, timelines, and cost.

Animal Control Officer:

Recognizing that there is no assigned Animal Control Officer the Town Chair or their designee will take responsibility to coordinate services and to provide assistance to residents and animals in need.

In carrying out this responsibility the Town Chair will work through the Town Emergency Operations Center (EOC) and with the Chippewa County Emergency Management Department (CCEMD) to secure the resources necessary for handling livestock, large animals, and domestic pets.

Health Officer:

Recognizing that there is no assigned Town health officer, the Town Chair or their designee will take responsibility for contacting Chippewa County Public Health to secure the resources necessary to protect public health.

ADMINISTRATION AND LOGISTICS

The Board of Supervisors, the Emergency Management Director (EMD), and Town Chair are responsible for the activation of this plan.

When responding to a significant emergency or a disaster related event that warrants Town action, the Town shall use standardized forms and reporting formats as required by FEMA, the State of Wisconsin or the Chippewa County Emergency Management Department.

These standardized forms and reporting formats may be supported by other forms or reporting formats used by the town, emergency service providers and other public agencies to document emergency or disaster response.

The Town Emergency Operations Center (EOC) staff shall keep records of all actions, expenditures and financial obligations pertaining to their assigned responsibilities.

The Town Emergency Operations Center (EOC) staff shall prepare and submit reports of response activities, damages, and other related information to the Town Emergency Management Director (EMD).

The Town Emergency Management Director (EMD) is responsible for the submission of all reports, including those that would be submitted to the County Emergency Operations Center (EOC) or County Emergency Management Department (CCEMD).

To assure fiscal accountability all disaster expenditures must be reviewed and approved by the Board of Supervisors. The Town Treasurer shall complete all financial actions once the expenditures have been approved.

PLAN DEVELOPMENT AND MAINTENANCE

The Town has prepared the Town of Cleveland Emergency Operations Plan and will maintain its plan as a public record in both an electronic and printed hard copy format.

The printed hard copy text of this plan shall be updated and maintained by the Town Clerk, in a three (3) ring binder to be stored at the Town of Cleveland Town Hall, where it is intended to be readily available to Town officials when responding to a disaster.

A current digital copy of this plan shall be maintained by the Town Clerk and shall be posted for the public on the Town's web page.

The Town Board shall review the entire plan annually at a meeting scheduled at the onset of the annual budget process. Special attention shall be assigned to the review of Appendixes 1-6 to assure forms are current, and that emergency response-related information is accurate and reflects current staff duties and assignments.

The Town Board shall use this annual meeting to review and discuss any significant disaster related alerts, exercises or emergency responses that have occurred in the preceding year and to evaluate whether all procedures, policies, data and responsibilities are current.

Any deficiencies found in this plan shall be summarized and submitted in writing to the Town Emergency Director and Town Clerk when noted.

All changes to the plan shall be approved by the Town Board of Supervisors, with copies of any significant changes, affecting joint response, sent via US Post to the County Emergency Management Department and all cooperating emergency services providers.

FUNCTIONAL ANNEXES A-H

For ease of use The Town of Cleveland Emergency Operations Plan is organized into three (3) sections, with a set of supporting appendixes.

Section 1 referenced as the BASIC PLAN provides a general overview of the national emergency response framework, outlines broad road roles and responsibilities of public officials and first responders, and summarizes the Town’s plans for disaster response.

Section 2 referenced as FUNCTIONAL ANNEXES provides greater detail and explains how supporting operations and activities will occur during a disaster response.

Section 3 referenced as HAZARD ATTACHMENTS lists the most likely types of disasters that can be anticipated in the Town of Cleveland, and explains should be considered in response to those types of disaster events.

The accompanying APPENDIXES provide supporting materials, standardized forms and ready references that can be applied in response to an emergency or disaster event.

This, the Functional Annexes Section outlines the standardized methods and procedures to be used in response to any type of town emergency or disaster response. It provides guidance on the critical components of disaster response as follows:

FUNCTIONAL ANNEXES

- A – Direction and Control
- B – Communications
- C – Warning
- D – Emergency Public Information
- E – Evacuation
- F – Mass Care
- G – Health & Medical
- H – Resource Management

ANNEX A - DIRECTION AND CONTROL

RESPONSIBILITIES AND COMMUNICATION FLOW FOR DISASTER RESPONSE

Figure A

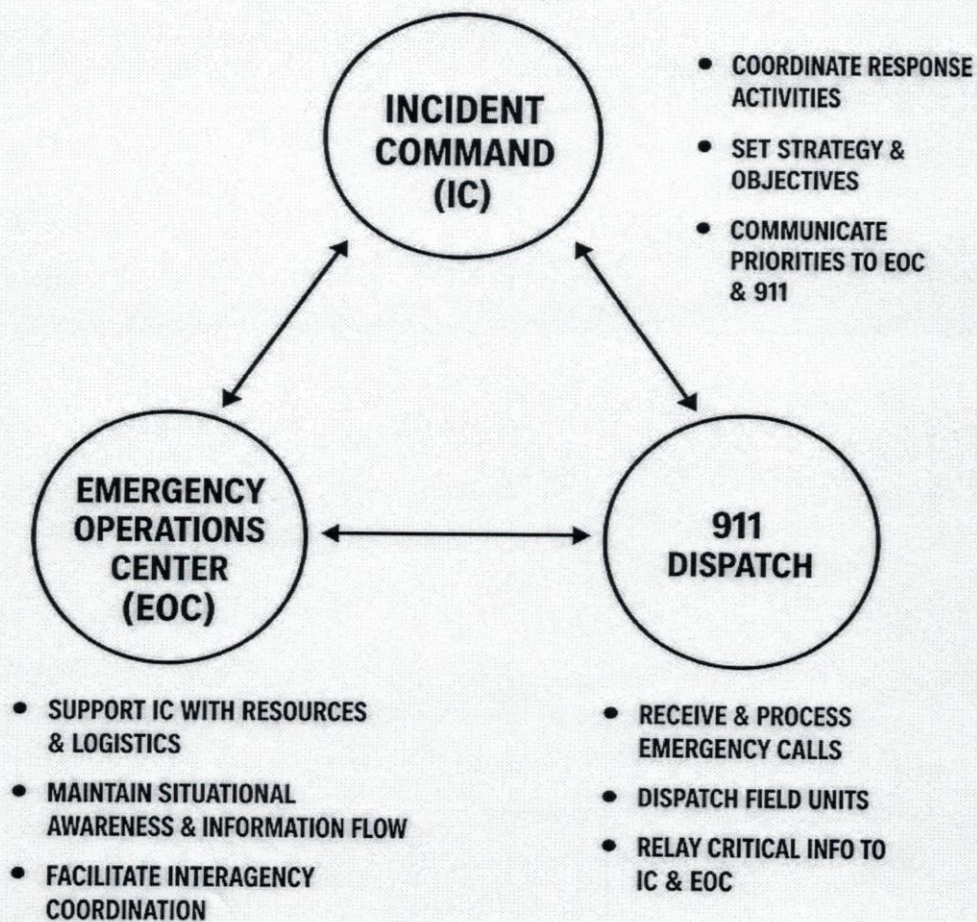
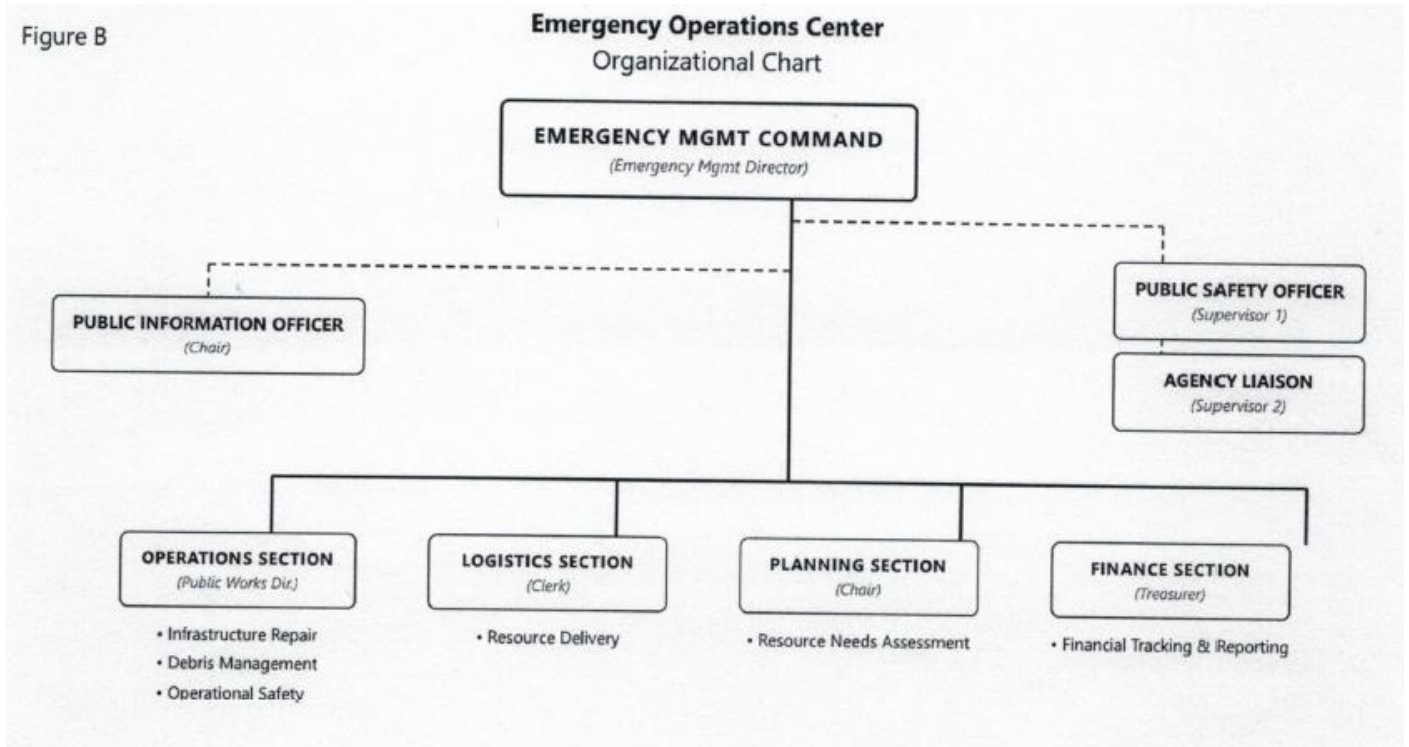


Figure B



DIRECTION AND CONTROL

PURPOSE

Many situations can arise both anticipated and unanticipated that warrant local emergency related disaster response. A centralized approach toward command and control is critical to guide disaster response. This annex describes the command structure that will be used.

CONCEPT OF OPERATIONS

The priority in disasters is to:

- 1) save lives, limit injuries, limit damage to property,
- 2) maintain the continuity of operations and continuance of government
- 3) return the Town to its pre-disaster condition.

The Town has adopted the National Incident Management System (NIMS) as the municipal standard for incident management by ordinance. This system provides a consistent approach for all levels of government to work together more effectively and efficiently to prevent, prepare for, respond to and recover from domestic incidents, regardless of cause, size or complexity.

More specifically the National Incident Management System provides: * standardized terminology, * standardized organizational structures, * interoperable communications, * consolidated action plans, unified command structures, * uniform personnel qualification standards, * uniform standards for planning, training, and exercising, * comprehensive resource management, and * designated incident facilities during emergencies or disasters.

By adopting the National Incident Management System the Town has also adopted the associated System NIMS Incident Command System (ICS), which is used nationally by all emergency responders for incident management.

For nearly all disaster related emergency response in the Town of Cleveland it is anticipated that the Chippewa County Sheriff's Department and either the Cornell or Bloomer Fire Districts will be dispatched as first responders through the Chippewa County 911 communications center. The 911 communication center will dispatch the appropriate first responders based upon the type, severity and location of the incident.

In all cases of a local emergency an Incident Commander (IC), representing the emergency response agency, will automatically assume command at the scene. In circumstances when an incident command post (ICP) is established, the Incident Commander will be the senior officer on the scene from the emergency service best suited to handle the situation.

The Incident Commander will evaluate the scope and magnitude of the emergency and use his/her professional judgement as to whether an official disaster response by the Town may be warranted through the establishment of a Town Emergency Operations Center (EOC).

In circumstances that warrant a disaster response, the Town Emergency Management Director (EMD) and Town Chair will be contacted via cell phone to be briefed and notified of the nature, scope and magnitude of the emergency.

Upon receiving official notice of the emergency and before activating the Town Emergency Operations Center (EOC) the Town shall contact the County Emergency Management Director (EMD) via personal assigned cell or through the Chippewa County Communications Center (911) to consult and request assistance from the County Emergency Management Department.

In circumstances where the Town Emergency Operations Center (EOC) is activated the Incident Command shall be notified and formal communications shall be established between the Incident Command (IC) and the Town Emergency Operations Center (EOC).

Through this official communication link the Incident Command Post (ICP) shall keep the Town Emergency Operations Center (EOC) informed and updated to facilitate the Town's emergency disaster response. The Town Emergency Operations Center (EOC) shall in turn keep the Incident Command post and County Emergency Management Department informed of its actions.

Figure A, (Page 16) shows the general roles and responsibilities, operational relationships and communication flow for disaster response involving Incident Command (IC), the Town Emergency Operations Center (EOC), and 911 Dispatch.

Figure B, (Page 17) shows the organizational structure of the Town Emergency Operations Center, the functional responsibilities of each designated section, and the titles of the Town Officials responsible for each section.

It is anticipated that most of the Logistic, Finance and Planning capabilities will be located at the Town Emergency Operations Center (EOC). It is further anticipated that the Incident Command (IC) will retain all Operations Section personnel and some limited Logistic and Planning support.

Town personnel and citizen volunteers may be dispatched through the Town Emergency Operations Center (EOC) for specific tasks, such as checking up on residents during a prolonged power outage or delivering situation reports when communications are out.

The Town Emergency Operations Center (EOC) may be activated at three different staffing levels.

EOC ACTIVATION LEVELS

LEVEL	STATUS	ACTION
1	Standby	EMD monitors the ongoing situation
2	Increased Readiness	EMD staffs the EOC on a temporary basis
3	Full Activation	Entire EOC staff recalled; 24-hour shifts established

The Town Emergency Operations Center (EOC) when activated shall be located at the Town of Cleveland Town Hall.

The Town Emergency Operations Center (EOC) s communications capabilities now include a fiber connected internet.

To facilitate direct communication between Incident Command (IC) and the Town Emergency Operations Center during a disaster related emergency, the Town has requested that fire department be prepared to assign programed Fire Department radios to the Town Emergency Operations Center (EOC).

In circumstances where the Town Emergency Operations Center (EOC) has been fully activated and cell service is not available, programed radios will be delivered by the Fire Department to the Emergency Operations Center (EOC) to facilitate back up communications for Emergency Operations Center (EOC) staff. The radios will be requested through the Chippewa County Emergency Management Department and will be programed an assigned frequency that is different tat that already assigned and used by Fire Department, law enforcement, or other emergency response providers.

All Fire Department personnel can be reached through Chippewa County Communication Center (911). The Fire Department “I am Responding” administrator has the ability to message the Fire department.

ORGANIZATION & ASSIGNMENT OF RESPONSIBILITIES

The Town Board of Supervisors exercise broad control over emergency operations. The Supervisors provide guidance on policy and approve information for the public.

Town officers staffing the Emergency Operations Center (EOC) ensure work is accomplished in a mutually supportive way. The Emergency Operations Center (EOC) staff will keep in contact with field forces and record their status, issue updates to personnel, monitor progress, keep the Supervisors informed, and seek to secure resources needed to support disaster response.

The following town officials and volunteers may be included in the Town EOC:

Board of Supervisors	Town Clerk
Emergency Management Director	Town Treasurer
Fire Chief/or Designee	Animal Control Officer (as assigned)
Town Chair	Town Road Patrol & Public Works
	Volunteer Coordinator (as Assigned)

An overview of the general roles and responsibilities of each public official can be found in the Basic Plan under the Organization and Assignment of Responsibility section.

The organizational structure of the Town Emergency Operations Center (EOC), the functional responsibilities of each organizational section of the center, and the titles of the Town officials responsible for each section are shown in Figure B (Page 17)

ADMINISTRATION AND LOGISTICS

Immediately upon activation of Town Emergency Operations Center, the town clerk and Town Emergency Management Director shall establish a record of actions by opening and maintaining an official activity log, using FEMA form (ICS 214).

Digital copies of all FEMA forms can be readily accessed as needed via the FEMA website. To be prepared hard copies of form ICS 214 are provided for immediate use on pages 51-56.

The Town Emergency Operations Center (EOC) may require 24-hour staffing during the emergency period(s). For continuity of operations, all staff assignments shall identify primary and alternate personnel for each operational section.

Additional volunteers will be sought as needed to staff the town Emergency Operations Center (EOC), working through the through the Chippewa County Emergency Management Department (CCMD).

Resource requests and situation reports shall be compiled and forwarded to the Chippewa County Emergency Management Department (CCMD) daily. All formal Damage Assessments shall be forwarded to the Chippewa County Emergency Management Department (CCMD) as they become available.

ANNEX B – COMMUNICATIONS

PURPOSE

During a disaster- related emergency direct communications between the Town, emergency service providers and supporting agencies is critical. This annex describes the communications capacity of the Town and the type communications that will be used in disaster response.

CONCEPT OF OPERATIONS

Most local emergencies should leave the telephone system intact. Given this fact, cell phones with capacity for voice and text messaging shall be used as the primary means of communicating, in conjunction with radio communications when used by first responders.

However, certain disasters such as a cyber security breach or severe weather event could disrupt cell phone communications, so alternative means of communication are required.

Two-way radios shall be used as a secondary means of communication and as the means to communicate with personnel in the field.

When neither the telephone nor public safety radio, are operational amateur radio operators and runners may be used. Volunteers with appropriate vehicles (4WD, ATV, snowmobiles, etc.) will be requested to support this measure. Requests for either runner or amateur radio support shall be made working through the Chippewa County Emergency Management Department (CCEMD).

The primary Emergency Operations Center (EOC) phone number is the Town Emergency Management Directors cell line 715-577-4148. An alternate number is the Town Board Chair's cell line 715-530-0769.

When radios are authorized the Town Emergency Operations Center (EOC) will have a unique frequency as assigned by the Chippewa County Emergency Management Department (CCEMD), in coordination with the Fire Department.

The Cornell and Bloomer Fire stations each have a VHF radio base station. Most fire fighters/EMRs are issued a VHF radio-pager and/or a VHF portable radio. All fire department vehicles are equipped with mobile VHF radios.

The Fire Departments have Internet and e-mail connectivity. At this time the Town Hall does not have e-mail connectivity to facilitate direct email communications. This email connectivity will be achieved using the personal cell lines of Town and County officials staffing the Town Emergency Operations Center (EOC).

E-mail shall be used to transfer photos and large amounts of data. Standardized Emergency apps including Survey 1-2-3 and activation of 2-1-1 may be used to document damaged areas of the Town that need emergency response.

The Emergency Management Director and Town Clerk shall maintain a current telephone contact list for all Town officials and officers. See page 49 for township personnel contact information.

AGENCY	LOCATION	TELEPHONE #
Communication Center	Chippewa Falls	715-726-7701 Ext 1
Chippewa County EMD	Chippewa Falls	715-944-6896
Chippewa County Sheriff	Chippewa Falls	Communication Center
DNR	Jim Falls	Communication Center
National Weather Service	Chanhassen	952-361-6670
Shop Supervisor		
Poison Control Center		800-222-1222
Chemtrec		800-424-9300

ANNEX C – WARNING

PURPOSE

Early warnings and disaster preparedness are critical to the Town’s efforts to limit impacts from disasters, both anticipated and unanticipated. This annex describes the warning systems that are now in place and how they will be used to alert the Town Officials and residents to facilitate a disaster related emergency response.

CONCEPT OF OPERATIONS

Importantly, it is a basic assumption of this Town Emergency Operations Plan that each Town resident, and visitor are ultimately responsible for their personal health, safety and welfare, and for the protection and management of their personal property.

It is also a basic assumption that the role of Town government during times of emergency response should be focused and generally limited, as determined by the Town Board.

In carrying out its duties and responsibilities The Town will place a priority on preparedness by educating and informing Town residents about how to access available warning systems, how to prepare for an emergency, and what to do in the event of an emergency related disaster.

Anticipated emergency alerts or notifications may come to the Town from one or more established communications systems. These include:

- a. The National Weather Service (NWS),
- b. The Emergency Alert System (EAS),
- c. The Chippewa County communication system via the Chippewa County Communication Center which may be by: direct radio-page to the Town Fire Department by direct radio call to the Town Emergency Management Director; or more indirectly by call/cell phone call/email/text from the Chippewa County Emergency Management Department to the Town Emergency Management Director,
- d. The Integrated Public Alert Warning System (PAWS), as activated by the Chippewa County Communication Center.
- e. The Sheriff’s Department App

At this time all public warning systems are available and could be used to alert Town officials depending on the type of disaster hazard and circumstance. It cannot be assumed that Town officials will receive direct communication and notice of an impending disaster prior to an event.

It is therefore incumbent upon Town Emergency Management officials, like all other Town residents to monitor local, state and national warning systems at times of heightened risk, in order to be prepared.

In the interest of preparedness all Town of Cleveland officials and town residents will be encouraged to load and maintain the Chippewa County Sheriff and Emergency Government “app” on their computer platforms and cell phone networks, as a recommended tool for emergency preparedness and response.

The primary warning point for Chippewa County is the Integrated Public Alert and Warning System (IPAWS), or through push notification via a public safety application.

The National Weather Service out of Shakopee provides warnings of hazard situations (e.g. severe weather).

The Emergency Alert System (EAS) is activated by Chippewa County Emergency Management Department. The Town Emergency Management Director (EM) may contact the County Emergency Management Director (EMD) to request activation of the EAS system. The Town Emergency Management Director (EMD) should assign a Public Information Officer (PIO) to contact area radio stations directly to request that they pass on emergency information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Town Board of Supervisors are ultimately responsible for ensuring that alerting and warning capabilities exist, that residents are informed of how to access these warning systems and what to do in circumstances where emergency response is required.

The Emergency Management Director (EMD) and Town Chair shall update the Town Official Phone Roster, alert Emergency Operations Center (EOC) staff, and disperse information.

The Town Emergency Management Director (EMD) will report observed conditions and disaster related response status to the County Emergency Management Director (EMD).

The Town Emergency Operations Center shall work through the Chippewa County Emergency Management Department to initiate warning communications to town residents through means most practical for the situation.

ADMINISTRATION AND LOGISTICS

The Town Clerk will make written reports of alert notifications received, actions taken, and times of completion on the ICS Form 214. These reports are to be recorded and provided to the Chippewa County Emergency Management Department (CCEMD).

ANNEX D - EMERGENCY PUBLIC INFORMATION

PURPOSE

During times of a disaster timely communication with the general public and affected residents of the Town is critical. This annex describes how the Town will inform and update its residents and the general public on the status of disaster response and the actions that should be taken by Town residents.

CONCEPT OF OPERATIONS

The Town Emergency Management Director (EMD) will contact the Chippewa County EMD by contacting the Chippewa County Communication Center through 9-1-1.

The Town has a web site and will utilize it to provide formation about potential hazards, local government preparedness activities and emergency services to the public. Activities may include brochures, pamphlets, publications, website postings, local cable channel, and press releases.

Residents will need to be informed, as soon as time permits, as to actions they should take during an evacuation or shelter-in-place. Efforts will be made through broad messaging for residents to check on the welfare of their immediate neighbors, including the elderly living alone, those who may not have adopted current technology and non-residents who may be using private campgrounds or the public forest.

The Town Emergency Management Director (EMD) may request the Fire Department to go door-to-door as long as the Fire Department is not involved in mitigating the emergency.

The Town Emergency Management Director (EMD), in coordination with the County Emergency Management Director (EMD) should assign a Public Information Officer (PIO) to contact radio and television stations to disseminate information.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The County Emergency Management Director (EMD) , working through the Emergency Operations Center, will initiate the dissemination of emergency public information.

A Media Center will be established in the Cleveland Town Hall, or at an alternate location as determined by the Emergency Operations Center Staff.

Media briefings will be scheduled at regular intervals and shall be coordinated with assistance from the Chippewa County Emergency Management Department (CCEMD). Media releases will be prepared in the Town Emergency Operations Center (EOC) and shall be approved by the Town board of Supervisors. The Emergency Operations Center will monitor radio & television news for media feedback information.

Either a member of the Board of Supervisors or a volunteer will be selected to be the Public Information Officer (PIO). The Emergency Management Director (EMD) may also act as a Public Information Officer.

The Public Information Officer (PIO) will be responsible for providing emergency information to the public and media. The Public Information Officer shall keep logs of emergency information activities, and shall be responsible for all contacts with the media.

In carrying out their responsibilities the Town Public Information Officer (PIO) shall communicate with the Chippewa County Emergency Management Director to coordinate actions and messaging.

Emergency information is to be released to the local media through the Emergency Operations Center (EOC) Information is to be verified before release. Rumors are to be investigated and when necessary correct and accurate information is to be issued. Radio, television and newspaper announcements are to be monitored to ensure accuracy.

ANNEX E - EVACUATION

PURPOSE

During times of a disaster evacuations may be necessary to protect the health and safety of the residents and general public. This annex provides general guidance and describes how evacuations will occur.

CONCEPT OF OPERATIONS

Town residents may be evacuated if they are threatened by an event that is beyond the capabilities of the local resources to control. Examples of this type of event are: a prolonged long term power outage, an out-of-control forest fire, a flooding event, a hazardous materials accident.

Given the history of disaster related events in the Town and the type of hazards that may occur, it is anticipated that public evacuations will seldomly be necessary. However, when necessary they are especially critical.

Each public evacuation will be unique and will be determined by the type characteristics, path, and magnitude of the hazard. These characteristics will in turn determine the segment of the population to be evacuated, the time available, and the evacuation routes.

The Town Board of Supervisors in consultation with the Fire Chief will determine when a public evacuation is necessary. When possible, time permitting, this determination will be made through a functioning Town Emergency Operations Center (EOC).

Before or immediately following a decision to evacuate the Town Chair or Emergency Management Director shall attempt to notify the County Emergency Management Director (CEMD) to appraise the County of the circumstances and to request support from state and county agencies, including the Sheriff's office, Chippewa County Public Health and Chippewa County Human Services.

Upon rendering a decision to evacuate every effort will be made to inform citizens of the threat and of any help available for evacuees.

In most circumstances the Fire Chief will oversee any general evacuation of residents within the town. The Fire Department may request assistance from the Chippewa County Sheriff's Office, the State Patrol and the Chippewa County Highway Department to determine and secure evacuation routes.

For a criminal situation, the senior law enforcement officer from the Chippewa County Sheriff's Office or State Patrol may oversee the evacuation of the immediate incident. They may request personnel and equipment assistance from the Fire Department.

It is anticipated that upon receiving an order to evacuate, residents will use private vehicles to self-evacuate to a safe and secure location, with capacity for shelter. For those who cannot self-evacuate efforts will be made to provide transport, including procured vehicles, or use of emergency services vehicles or private medical transport when needed.

The Town Emergency Management Director (EMD) will contact the Chippewa County Emergency Management Director (EMD) to secure other transportation methods, including busses when needed.

To encourage the public's full participation in an ordered evacuation, efforts will be made to accommodate and shelter domestic pets.

An orderly return to the evacuated area will occur only upon a decision by the Fire Chief or presiding law enforcement official that the area is safe. Upon receiving this notice, the Town Board shall consider cancelling the evacuation order.

Upon a decision to end the order efforts will be made through the Town Emergency Operations Center to inform the public and residents of the status of disaster response, and of any actions that should be taken by town residents.

For purposes of planning, it is recognized that the most likely location for a hazardous materials accident is along the traffic corridors. The most likely location for a hostage/mass victim situation is where a large number of people may gather such as schools, houses of worship, campgrounds, or farmer's markets.

It should also be recognized that a tornado or severe storm resulting in a prolonged power outage may also justify evacuation using a slower more controlled approach to assure the safety of those affected.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Town acting through the Town Board of Supervisors is the authority responsible for establishing evacuation policy

The Fire Chief is the authority responsible for conducting evacuation activities with the assistance of the Sheriff's Office, Town Road Patrol and the Chippewa County Highway Department. In carrying out that responsibility the Fire Department will determine that area and population to be evacuated, the methods for providing notice and conducting the evacuation and the evacuation routes.

In circumstances of a disaster related evacuation the Fire Chief shall communicate with and coordinate efforts through the Town Emergency Operations Center (EOC).

Importantly in circumstances of a disaster related evacuation it is the responsibility of each Town resident or affected visitor to comply with the evacuation order to assure their personal safety. There should be no assumption that first responders will conduct rescue operations for those who do not willingly evacuate.

The Town Emergency Management Director will be responsible for compiling all evacuation information and for providing reports to the County EOC.

The Town Chair acting as the Animal Control Officer will arrange and coordinate efforts for the evacuation and sheltering of animals, including domestic pets and farm livestock.

ADMINISTRATION AND LOGISTICS

Upon a decision to evacuate the Fire Chief or presiding law enforcement officer acting through the incident command post will record the following information during the incident to guide the evacuation.

When gathering and recording this information efforts will be made to communicate with the Town Emergency Operations Center (EOC).

EVACUATION INFORMATION (to be filled in during incident)

Roads/Areas to be Evacuated:	
Roads to Use for Evacuation:	
Shelters established:	
Method to disseminate information to those affected:	
How much time to complete evacuation:	
Evacuation Directed at (time):	
Transportation Assets to come from:	
Signage provided by:	
Traffic Control Points set up at:	

When possible efforts should be made to record the names and addresses of those who are willingly evacuated using public or medical transport, and the names and addresses of who choose not to evacuate or be evacuated.

ANNEX F - MASS CARE

PURPOSE

During times of a disaster it may be necessary to provide food and shelter to Town residents and visitors. This annex describes how that food and shelter will be sought and provided.

CONCEPT OF OPERATIONS

The Town Board and Emergency Management Director, working through the Town Emergency Operations Center (EOC) will determine when it may be necessary to provide mass care food and shelter for Town residents and visitors.

In making this determination the Town Emergency Management Director (EMD) will attempt to compile an initial list of those requiring food and shelter.

In circumstances where it is determined that a mass care response is necessary the Chippewa County Emergency Management Department (CCEMD) will be contacted and the initial list will be provided.

The County Emergency Management Department shall contact supporting agencies and the American Red Cross to secure immediate food and shelter for those in need.

The Town of Cleveland has requested and Cornell Fire Chief has secured a handshake agreement with the Cornell School District and Cornell Police Department to use the Cornell High School for immediate overnight shelter, to assist in disaster related emergency response.

The Town may choose to open a portion of the Town Hall properly separated from Town Emergency Operations Center (EOC) to serve as an initial collection point to provide residents and visitors a safe and secure place for residents to go to during the day to access electricity and to acquire food and water.

Food, water and sanitation supplies may be needed for any sheltering operations. The Town Board of Supervisors must authorize any expenditure before costs are incurred.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The County Emergency Management Director or their designee shall serve as the Mass Care Officer. The mass care officer shall keep the Town Emergency Operations Center (EOC) informed of the status of any sheltering operations.

The Town Emergency Operations Center (EOC) will be used to inform residents and visitors of shelter locations and procedures for seeking access to mass care services.

The Town of Cleveland shall secure and keep records of all costs and expenditures incurred in providing mass care services. These records shall be provided to the Town to record keeping and possible grant reimbursement of disaster relief related expenses.

If the town operates a shelter, the Town may shoulder all costs. If a Disaster Declaration is made by the Town, County or State then FEMA and the State may reimburse the Town for a portion of the costs.

To be eligible for reimbursement the Town must document ALL expenditures including volunteer time and equipment. This complete record of expenses incurred by ALL parties in response to the disaster shall be recorded on the appropriate "FEMA IS" forms and will be used as a basis for possible reimbursement of the expenses incurred. This information will also be used to calculate the Town's "in-kind" match contribution for disaster related grants from the state or federal government.

ANNEX G - HEALTH AND MEDICAL – MASS CASUALTY INCIDENT

PURPOSE

During times of a disaster it can be anticipated the mass casualties will occur and that many of those injured will require immediate medical care. This annex describes how Emergency Service providers will gain access to treat and transport those injured.

CONCEPT OF OPERATIONS

An incident command post, with an incident commander will be established at the scene of a mass casualty event.

When responding to a mass casualty incident it is critical that roads be kept clear of debris so that Emergency Medical Service (EMS) personnel can locate and transport casualties.

The County Sheriff's Office will assist in establishing a safe and secure area near the mass casualty incident scene for staging of apparatus, personnel, and equipment, and storage of the deceased.

The County Sheriff's Office will work directly with the incident commander, first responders, the Chippewa County Emergency Management Department (CCEMD), County Highway Department and Town Road Patrol and County Coroner.

The Chippewa County Emergency Management Plan will be used as guidance for Health and Medical support during a mass casualty event.

The Incident Commander shall contact and notify the Town following standard procedures as soon as possible to determine whether the incident warrants a full disaster response and the establishment a Town Emergency Operations Center (EOC).

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Fire Chief shall serve as the incident commander (IC) for all hazmat and mass casualty incidents.

If the incident involves HazMat, the Fire Chief, with the County Type III HazMat Team or Regional Type I team, must initiate decontamination measures for the emergency responders, evacuees, and victims.

The senior Sheriff's Deputy or State Trooper shall serve as the incident commander in circumstances where the incident is criminal in nature.

The Fire Chief will coordinate emergency medical assistance through the MABAS life safety card.

Search and Rescue operations can be completed by the Chippewa County Sheriff's Office through County Dispatch.

The Town Emergency Operations Center shall attempt to collect the names of all citizens or responders who are injured, killed, or missing.

The Town Board of Supervisors will request and fund the use of heavy equipment needed for debris clearance. This request will come from the Incident Command Post as conveyed to the Town Emergency Management Director and Emergency Operations Center (EOC).

ADMINISTRATION AND LOGISTICS

The nearest hospitals with emergency rooms are Bloomer Community Hospital in Bloomer, Mayo and Marshfield Hospitals in Eau Claire, and the Marshfield Hospital in Ladysmith.

The nearest Health Clinics are the Marshfield Clinic in Cornell or the Mayo Health Clinic in Bloomer.

Transporting Ambulance Services will be provided by the Cornell Area EMS and Bloomer Area EMS. Transporting ambulance service requiring Advanced Life Support (ALS) or paramedic services will be called by the Cornell Area Ambulance as dispatch will page whomever is available.

ANNEX H - RESOURCE MANAGEMENT

PURPOSE

During times of a disaster resources must be procured, assigned and tracked to support disaster response and recovery. This annex describes how the Town will access and manage personnel, equipment, material and funding.

CONCEPT OF OPERATIONS

All disasters will require additional sources.

The Town has limited full or parttime staff (1.25 FTE) that can be assigned and used to support emergency response and recovery.

It is therefore anticipated that any disaster response will require significant outside assistance, including direct assistance and support from the Chippewa County Emergency Management Department (CCEMD) and cooperating agencies.

The Town has developed and will maintain an inventory of Town officers and staff, equipment and material under it's direct control that will be deployed in response to a disaster (Page).

Chippewa County has developed a similar inventory of resources available to the County, as maintained by the Chippewa County Emergency Management Department (CCEMD).

When responding to an emergency related disaster The Town, acting through the Town Chair or Emergency Management Director (EMD), will immediately contact the Chippewa County Emergency Management Department (CCEMD) and the County Emergency Management Director to request initial staff assistance and to deliberate as to whether it may be necessary to activate the Town Emergency Operations Center (EOC).

If a Town Emergency Operations Center (EOC) is activated it will be located at the Town Hall. The Town shop will be the designated Town Equipment Point of distribution (POD).

When responding the Town will expend it's own resources before formally requesting resources from other government agencies or municipalities.

All formal requests for outside resources will be made by the Town Chair or Emergency Management Director (EMD) to and through the Chippewa County Emergency Management Department (CCEMD), acting in coordination with the Town Emergency Operations Center (EOC).

This will include all requests to procure personnel, vehicles, equipment, materials or facilities. These requests may be made to Chippewa County departments, state and federal agencies, private businesses, private contractors and citizen volunteers.

When seeking to secure additional resources consideration should be made to contract with local vendors, suppliers, businesses and individuals.

Requests for mutual aid from cooperating municipalities to secure fire and emergency medical services (EMS) will be submitted through the Fire Department using the MABAS system. Requests for State law enforcement and environmental services will be requested through the Sheriff's Department.

All requests and associated procurements will be recorded by Town Emergency Operations Center (EOC) staff on FEMA resource sheets and supporting forms. Cooperating agencies will be requested to assist by recording and tracking resources expended during the initial incident and disaster response. Importantly it is anticipated that the fire chief and responsible law enforcement incident commanders will provide timely information as necessary to file updated Town Resource Sheets.

During the course of disaster response all activity reports and copies of public records that would support possible grant reimbursement will be routinely reviewed with the Chippewa County Emergency Management Department.

In circumstances where private volunteers are requested or used Chippewa County will be the lead agency responsible for recording, tagging and in select cases managing citizen volunteers.

The storage, maintenance, and replacement of equipment borrowed from the County and State are the responsibility of the Town. Records are kept for the request and deployment of these resources.

Accurate records of damages and expenditures shall be kept for state or federal reimbursement. Following a Disaster Declaration, the cost of local emergency response operations may be partially reimbursed through a state or federal disaster assistance program. Protective measures and mitigation may also be reimbursed.

ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES

The Town Emergency Operations Center (EOC) will be used to evaluate resource needs and to procure, assign and track resources deployed in disaster response.

Figure B, as contained in ANNEX A (Page 17) shows the organizational structure of the Town Emergency Operations Center (EOC), the functional responsibilities of designated sections of the center, and the titles of Town officials responsible for each section.

The assigned responsibilities of each Town officer and staff during a disaster related emergency response are listed under the ORGANIZATION AND ASSIGNMENT OF RESPONSIBILITIES section of the Basic Plan (Pg 11-12).

The emergency operations center (EOC) staff will identify needs that cannot be met with resources under the Town's direct control. When it appears local resources will be exhausted, a formal request for assistance shall be made to the Chippewa County Emergency Management Department (CCEMD).

When proceeding with disaster response it is recognized that the Town Board of Supervisors are the only public officials who have the authority to incur unbudgeted costs, approve agreements or contracts, or expend Town funds to procure emergency supplies, equipment, materials and services.

Under the Town Emergency Operations (EOC) structure the Town Clerk has been assigned the post of Resource Officer, responsible for tracking internal resources and those obtained from outside sources.

Under the structure the Town Road Patrol staff will determine, record, and apply the resources required to reopen blocked or damaged roads and bridges, and if necessary to reestablish and maintain power at the Town Hall complex. In doing so the staff will coordinate with the Town Emergency Operations Center (EOC) and the County Highway Department.

Under the structure the Town Emergency Management Director (EMD), or a volunteer appointed by the Town Chair, working through the Emergency Operations Center (EOC) will broadly coordinate the efforts of local volunteer organizations and unaffiliated volunteers. Recognizing the importance of the volunteer's safety, accountability and registration shall be mandatory.

A location for volunteers to assemble will be identified early in the event to organize and register volunteer organizations and unaffiliated volunteers.

In circumstances where private volunteers are requested the Chippewa County Emergency Management Department (CCEMD) will help identify the lead agency responsible for recording, tagging, managing and supervising citizen volunteers. Recognizing the importance of volunteer and public safety, full accountability and registration shall be required.

The Chippewa County Public Health Department and Department of Human Services, may be requested to assist with volunteer management. In so doing they will be requested to determine what volunteers are needed and for what roles, depending on the type and severity of the incident

The Town Public Information Officer (PIO) in coordination with the Chippewa County Emergency Management Department (CCEMD) will contact the area TV and Radio stations and will work through the social media platform of the Sheriff's Department app to announce the need for volunteers and the type of volunteers requested

To assist in disaster recovery the Town acting through the Town Emergency Management Director (EMD) will provide FEMA Individual Assistance information to the town residents. It is anticipated that in circumstance of a significant disaster, affecting multiple residents, the County Emergency Management Director (CEMD) will establish a Multi - Agency Resource Center (MARC) to assist residents, working in coordination with the Town Emergency Management Director (EMD).

HAZZARD ATTACHMENTS 1-5

For ease of reference and use by Town officials and others not familiar with emergency response, this plan is organized into three (3) sections, with a compendium of supporting appendixes.

Section 1 referenced as the BASIC PLAN provides a general overview of the national emergency response framework, outlines broad roles and responsibilities of public officials and first responders, and summarizes the Town's plans for disaster response.

Section 2 referenced as FUNCTIONAL ANNEXES explains how supporting activities will occur during a disaster response.

Section 3 referenced as HAZARD ATTACHMENTS lists the most likely types of disasters that can be anticipated in the Town of Cleveland and explains what should be considered in response to those types of disaster events.

These sections are supported by a set of APPENDIXES that provide supporting materials, standardized forms and ready references that can be applied in response to an emergency or disaster event.

This section provides information on what should be anticipated when responding to each likely hazard, the areas of the town at highest risk and the anticipated duties of public officials and emergency service providers.

Recognizing the detailed guidance provided in Sections 1 and 2 the Hazzard Attachment section offers only general points of consideration using language consistent with that provided in the County's model Emergency Management Plan.

This information is organized to introduce points of consideration as they may apply to

1. The Nature of the Hazard
2. Risk Areas
3. Warnings
4. Direction and Control
5. Resource Management

Individual Hazard Attachments are provided for each of the following emergency or disaster related events, commonly anticipated in many areas of Chippewa County.

HAZARD ATTACHMENTS

- 1 – Severe Winter Storms
- 2 – Forest Fires
- 3 – Flooding
- 4 – Hazardous Materials
- 5-- Severe Summer Storms/Tornadoes

ATTACHMENT 1 - SEVERE WINTER STORMS AND POWER OUTAGES

NATURE OF THE HAZARD

The Town is very susceptible to severe winter storms. Many Town roadsides are heavily forested, which could down power lines when trees fall.

RISK AREA

It is very easy for town residents to become trapped in their homes due to impassable roads. The major concern is the difficulty for emergency response by Fire Department and law enforcement.

Another area of concern is for residents who lose the capability to heat their homes and fail to communicate the danger they are in. Some residents may be oxygen dependent and may need generators to operate life diagnostic equipment.

Finally, the electrical power distribution system is susceptible to damage by accumulating ice and downed trees. Residents can be faced with extended periods of time without electricity. This will create difficulties with heating, water supply, sanitation, and food preparation.

DIRECTION AND CONTROL

The Town Board of Supervisors, Emergency Management Director, and Town Chair should consider activating the EOC during an extended severe winter storm. The Emergency Operations Center (EOC) will organize water supply, heat assistance, emergency food supplies, and disaster volunteers for disaster response, setting up shelters, and collecting damage assessment information.

The Town Board of Supervisors and road patrol are responsible for keeping the town roads open for traffic. They will do so working in coordination with the County Highway Department and Sheriff's Department.

The following utility companies supply power to the Town: Chippewa Valley Electric Cooperative. The utility has a local base of operations in Cornell. The local utility contact for information about power disruptions and line repair is Chippewa Valley Electric Cooperative 715-239-6800 (24 hour/7days a week).

RESOURCE MANAGEMENT

The Town now has a permanent high-capacity electrical generator with LP fuel supply to provide emergency power to the Town Hall, shop and recycling facility, located at the Town Hall complex.

The Town road patrolman has been assigned the job responsibility of maintaining the operational readiness of the generator, testing it periodically, and operating the generator during a disaster related emergency.

When activated, the Emergency Operations Center (EOC) staff will ensure that there is enough generator fuel, and batteries to operate the Town Hall complex and to maintain it's associated electrical power, heating system and well water supply.

The generator shall be made available to residents on a limited short term basis for direct access by residents as needed to charge batteries or to power medical devices.

In circumstances where the Town Emergency Operations Center (EOC) or other emergency operating facilities are without power, or if additional energy generators are required a request shall be made through the Town Emergency Operations Center (EOC) to the Chippewa County (CCEMD).

For added assurance, the Town Emergency Operations Center (EOC) shall acquire and maintain a portable, battery-operated radio, capable of receiving NWS transmissions

ATTACHMENT 2 - FOREST FIRES

NATURE OF THE HAZARD

The Town is primarily forest land and fields. Therefore, during long dry periods, the town is very susceptible to grass fires and forest fires. Most will be minor incidents that the Fire Department, with mutual aid support will be able to handle. This attachment will deal with major, large scale wildfires.

RISK AREA

The most severe threat will be to homes and the town roads. The homes of many residents are surrounded by forest land. Many miles of town roads are tree lined. During a large wildfire, many roads could be blocked by burning trees and brush.

DIRECTION AND CONTROL

All wildfires must be reported to the DNR. The Fire Chief and the Fire Warden must quickly assess the situation and determine the scale of support needed. A large wildfire will require the support of the DNR and mutual aid.

It is the Town's understanding that no areas in the Town of Cleveland are included in a DNR intensive management zone.

The Town Emergency Operations Center (EOC) will be activated if deemed necessary by the Fire Chief, the Town Emergency Management Director (EMD), the Town Board Town Chair or any Town supervisor.

WARNING

In circumstances where an evacuation order is issued, residents must be alerted immediately in order to provide time for a safe and orderly evacuation. The Emergency Operations Center (EOC) staff will contact local radio and television stations and request that they broadcast information on the disaster. The warning should contain:

- The nature of the emergency and current situation.
- What areas are affected and what roads are closed.
- What actions need to be taken by which residents.

If possible, the Emergency Operations Center (EOC) staff will telephone residents in the danger zones to help spread the warning information. In such circumstances the Chippewa County Emergency Management Department will be contacted with a request that the Sherriff's Department post a warning on the Sheriff's social media app and that a PAWS alert be issued to any cell phone within the affected area.

EVACUATION

The EOC staff will need to coordinate with the Fire Chief on what routes will be used to evacuate residents. The EOC staff will need to contact the town officials of neighboring towns to make sure that you are not evacuating people into another town's danger zones. Attempt to post the evacuation routes and barricade the closed roads.

RESOURCE MANAGEMENT

Town Shop personnel and equipment can be used to open emergency evacuation routes and create fire breaks. The DNR heavy equipment will be requested.

ATTACHMENT 3 - FLOODING

NATURE OF THE HAZARD

The Town of Cleveland has many lakes, ponds, streams, and rivers, and therefore many structures in areas with a potential for flooding. It is critical to complete a detailed assessment of damages, as any possible federal and state reimbursement is determined by damage assessment.

RISK AREA

Road, culvert and bridge washout and other damage to infrastructure is possible and must be documented. All roads with culvert or bridges which convey drainage under the road structure, or those with an observed history of ponding or over topping should be evaluated. Similarly, all roads crossing hills may be susceptible to damage from erosion due to inadequate ditch drainage capacity and should be evaluated.

There are several roads that can become damaged from major flooding, as shown on the town floodplain maps. At other locations culverts can become overwhelmed and washouts may occur. The location of roads and points of concern, as observed in the past by Town Road Patrol will be maintained by the Town on the Town Emergency management wall map.

These issues can lead to challenges regarding ingress and egress of residents and first responders, as well as situations where residents are unable to leave or access their homes and businesses.

DIRECTION AND CONTROL

The Town Board of Supervisors and Road Patrol, working through the Emergency Operations Center (EOC) will be responsible for responding to flood damaged roads by initiating repair or by entering for emergency repair. In so doing the Town will actively communicate and coordinate with the County Highway Department and Sheriff's Department.

WARNING

The Town Road patrolman will be responsible for posting any and all roads that he deems unsafe for vehicle or pedestrian traffic.

ATTACHMENT 4 - HAZARDOUS MATERIALS ACCIDENT

NATURE OF THE HAZARD

Hazardous Materials (HazMat) travel through and are stored in the Town every day. A HazMat accident can happen at any time at any location in Town. Most HazMat materials transported or stored in Town are fuel products. Flammability is the most likely hazard to personnel. Environmental contamination will be the most likely result.

Hazardous Material (HazMat) Incidents will require outside support immediately.

RISK AREAS

State Highways 64 and 178 are the primary transportation routes for tanker trucks carrying bulk fuels such as gasoline, heating oil, propane, and other chemicals. These routes have not been identified as carrying extremely hazardous substances (EHS); however, there are other types of HazMat that may transit this corridor in limited quantities.

The largest concentration of stored fuels is at commercial gas stations on Highways 64 and 178. To the Town's knowledge, there are no major pipelines or storage facilities that convey or store large volumes of liquid fuels or chemicals that may warrant HazMat response.

Many homes and businesses in the Town use fuel oil or LP for heating. This fuel is transported on both County highways and town roads. Many of these homes and businesses are located in shoreland zones or near rivers, streams, lakes and wetlands.

Since every home in town has a heating system, there is the potential for carbon monoxide leaks. Carbon monoxide is an inhalation hazard. The Fire Department has an SOP for responding to and resolving residential CO leaks.

CONCEPT OF OPERATIONS

Due to the limited amount of training and HazMat response equipment, maintaining the proper level of safety will be an issue. Any hazmat spills or releases should be sent to the Chippewa County Emergency Management Department (CCEMD).

The County HazMat Team will be requested by the Fire Department and the County Emergency Management Director (EMD). Other state agencies will be notified through the County Emergency Management Director (EMD) or Sheriff's Office

Upon notification the Chippewa County Type III team will be dispatched. If the chemical is an Extremely Hazardous Substance, The Type I team may be dispatched

Fire Department personnel have been trained to recognize the presence of hazardous materials, collect additional information on the HazMat, implement personal protective actions, call for trained personnel and secure the area.

The Fire Department is responsible for establishing hot, warm, and cold zones, decontaminating, isolating and evacuating contaminated people, collecting, documenting and forwarding information on the incident, and restricting access.

For transportation related incidents the owner of the vehicle and trailer is responsible for the actual site clean up and associated costs.

The Incident Commander (IC) will decide, based on their training and use of the US Dept. of Transportation Emergency Response Guide, what measures are required to protect people, property, and the environment.

An Ambulance and EMS crews will be requested by the Fire Chief, when the possibility of victims or contaminated personnel exists

Any evacuation or shelter in place decision should be conveyed to the Town Emergency Management Director (EMD), the Chippewa County Emergency Management Director (CCEMD) and Town Board of Supervisors to facilitate a decision as to whether to activate the Town Emergency Operations Center (EOC.)

Similarly spills that warrant heavy equipment, beyond the initial equipment deployed and operated by the fire department should also be reported to the Town Emergency Management Director (EMD) and Town Chair to facilitate a decision as to whether to activate the Town Emergency Operations Center (EOC).

DIRECTION AND CONTROL

The Town Board of Supervisors, and Town Emergency Management Director (EMD) will consider the activation of the EOC during a significant HazMat incident that warrants disaster related response.

When activated the Town Emergency Operations Center (EOC) will establish communications with the Chippewa County Emergency Management Department (CCEMD).

ADMINISTRATION AND LOGISTICS

All Firefighters receive annual HazMat: Operations Training. Training is accomplished in accordance with 29 CFR 1910.120(q).

Immediately following a HazMat response, the Fire Chief will debrief the responders to determine the summary of response activities, health and safety issues, any immediate problems and the corrective actions for future responses.

The Town has NO known facilities that store hazardous materials in reportable quantities.

ATTACHMENT 5 - SEVERE STORMS/TORNADOS

NATURE OF THE HAZARD

The Town is susceptible to severe storms and can receive a great deal of wind and rain in a very short period of time. This includes thunderstorms, wind events, and tornados. Many Town roadsides are heavily forested which can take down power lines when trees fall.

There are also several commercial campgrounds with high concentrations of RV units that are susceptible to storm damage, and that provide limited shelter protection.

Similarly, the Town contains large areas of the Chippewa County Forest with a number of recreational trails, and parking areas with no shelter that are used extensively by visitors.

RISK AREA

Through out the Town it is possible that residents can become trapped in their homes due to impassable roads or fallen trees. The major concern is the difficulty for emergency response by EMS and the Fire Department.

Similarly, through out the town the electrical power distribution system is very susceptible to damage by high winds and downed trees. Residents can be faced with extended periods of time without electricity. This will create difficulties with water supply, sanitation, and food preparation.

Within the Town commercial campgrounds with elevated risk include; Rock Lake, Chippewa River Campground, and Crosby's on the River.

Within the Chippewa County Forest public trails and parking areas with elevated risk include the Hickory Ridge non-motorized trail complex (hiking, skiing, mountain biking and horse trails), the Ice Age National Scenic trail (hiking), and the motorized ATV and snowmobile trail networks.

DIRECTION AND CONTROL

The Town Board of Supervisors, Town Chair and Emergency Management Director (EMD) should consider activating the Emergency Operations Center (EOC) during an extended severe storm and communicating Town status and resource requests with Chippewa County Emergency Management Department (CCEMD). as needed.

The Emergency Operations Center (EOC) staff will organize water supply, emergency food supplies, and disaster volunteers for disaster response, setting up shelters, and collecting damage assessment information.

The Town Board of Supervisors and Road Patrol are is responsible for keeping the town roads open for emergency response and traffic.

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RESPONSIBILITIES AND COMMUNICATION FLOW FOR DISASTER RESPONSE

Figure A

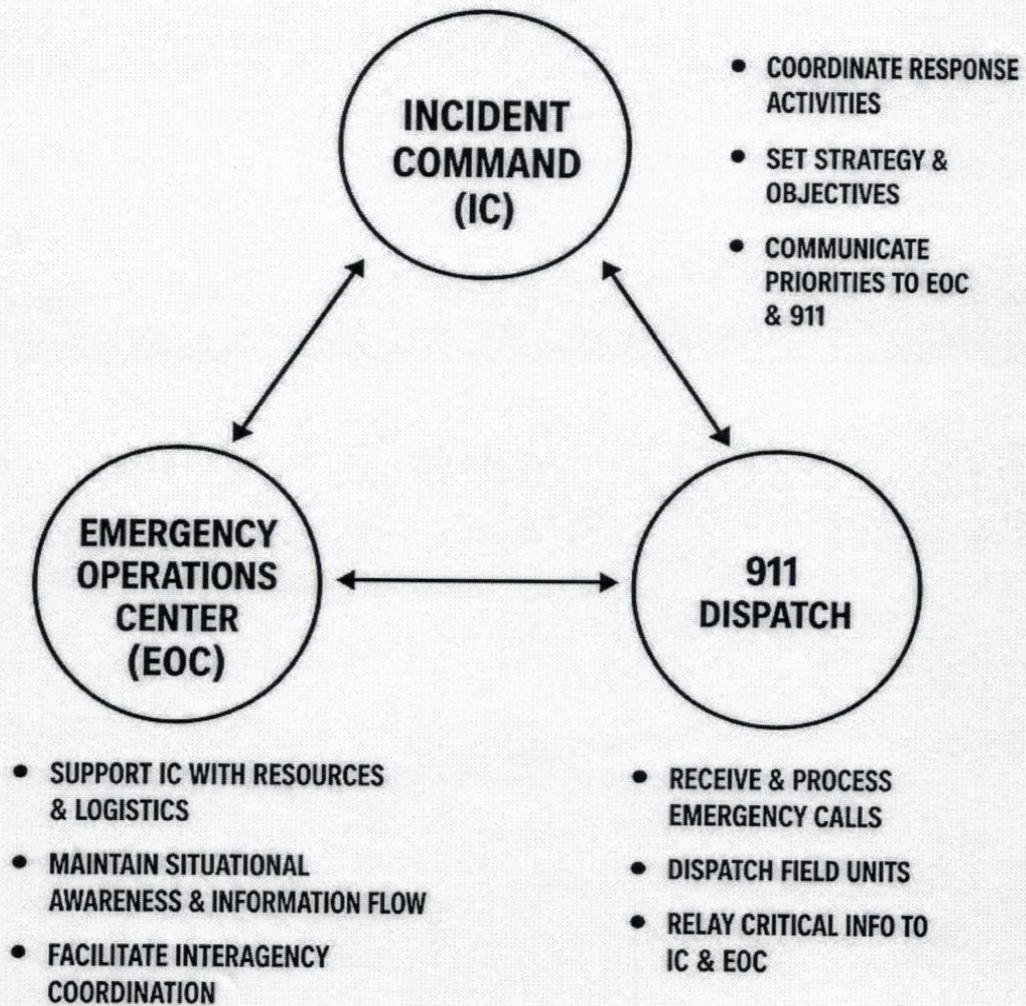
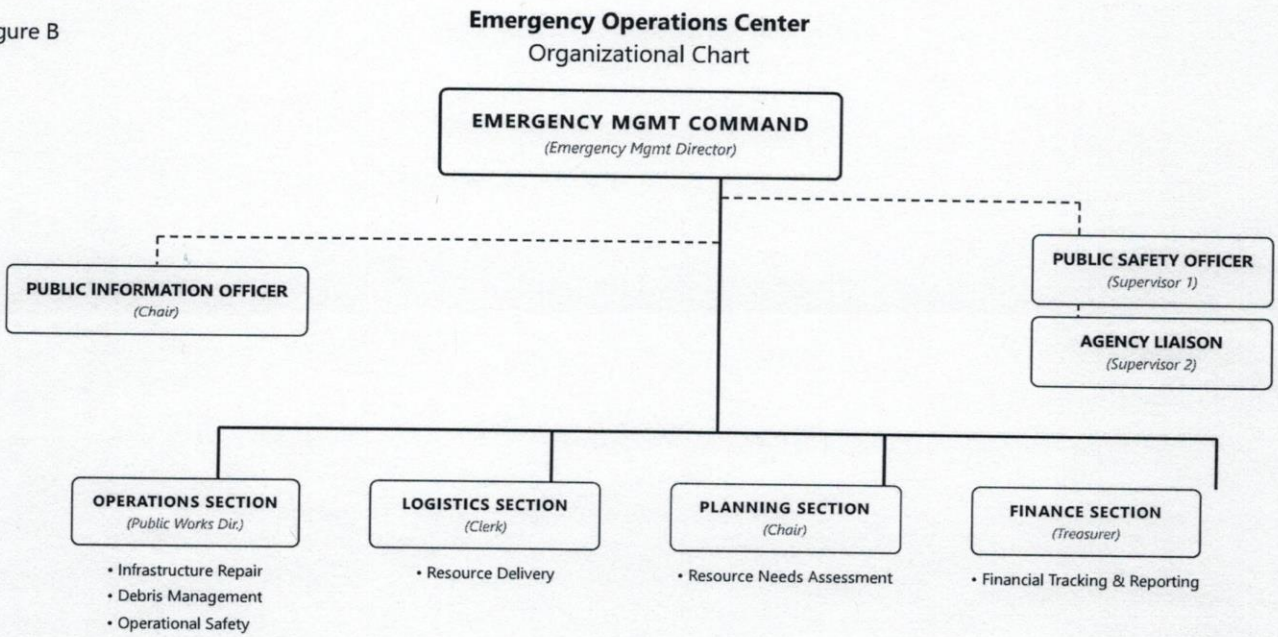


Figure B



INSTRUCTIONS FOR STARTING EMERGENCY GENERATOR

1. At the base of the cover is a thumbscrew. Loosen the screw and lift the cover.
2. There is a large breaker on the inside panel. (It's the only breaker there.)
Flip the breaker and the generator starts.
(There is also an instruction on the panel instructing the user to flip the breaker.)

The generator should start up about 20-30 seconds after the Breaker is flipped.

TOWN OF CLEVELAND

MACHINERY INVENTORY 3/2025

2016 International 7400 4x2 Dump Truck w/sander

2004 IHC Dump Truck w/Plow & Wing

2024 Chevrolet Silverado 3500 Pickup Truck

1985 770A John Deere Grader.

Volvo L60G Loader

2018 New Holland Power Star 75 Tractor.

2018 New Holland Disc Mower H6740

2021 John Deere X350 Lawn Mower w/ Bagger

2017 John Deere X350 Lawn Mower w/Bagger

6' x 14' Steel Lawn Mower Trailer

Chain Saw

Welder

OTHER:

Town Hall 99 capacity, 2 bathrooms, small kitchen, small office & store room

Town Shop 36' x 65' (insulated, heat, electricity & water, no bathroom)

Recycle Shed 30' x 42' (electricity, & insulated office 14' x 5' x 8' high)

Pavilion 24' x 32' (electricity)

Emergency Generator (LP powered & wired to provide power to all buildings)

100 chairs

Dog Kennel

DISASTER DECLARATION

WHEREAS on _____, a disaster, namely _____
has struck the (City, Village, Town) of _____; and

WHEREAS, because of such emergency conditions, the (Common Council, Village
Council, 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 (City, Village Town) to proclaim that emergency conditions exists; and

WHEREAS, the disaster has caused the (City, Village, Town) of _____
to expand, commit and exhaust all of its available resources; and

WHEREAS, the (City, Village, Town) of _____ 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 (City, Village, Town) of _____ in
testimony whereof I have hereunto set my hand and have caused the great seal of the (City, Village,
Town) of _____ to be affixed.

Done at the (City, Village, 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.

