

Adopted October 6<sup>th</sup>, 2025, Town Of Lincoln Board



# Emergency Operations

Town of Lincoln

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## Emergency Phone List

(All Phone numbers should be accessible 24 hours a day.)

Town Emergency Manager, Jesse Jerabek....	920-901-8716
Town Public Information Officer, Jesse Jerabek .....	920-901-8716
Town Chairperson, Jesse Jerabek .....	920-901-8716
Town Supervisor, David Routhieux .....	920-680-5980
Town Supervisor, Tony Strnad.....	920-639-2512
Town Clerk, Mary Ann Salmon .....	920-366-3640
Town Treasurer, Tim Strnad .....	920-609-6774
Town Highway, Jesse Schley .....	920-255-2047
County Highway Commissioner, Marty Trembl.. .....	920-634-9928
Fire Chief of Algoma, Tom Ackerman .....	920-255-3671
Fire Chief of Luxemburg, Lew Duchateau .....	920-362-0133
Kewaunee County Emergency Communications Center .....	911
Kewaunee County Sheriffs Department Non-Emergency.....	920-388-3100
(24/7 non-emergency number) .....	920-388-7108
Kewaunee County Emergency Manager Tracy Nollenberg .....	920-255-1085

Kewaunee County Public Health Officer Cindy Kinnard.....	920-388-7175
Wisconsin Emergency Management Duty Officer.....	800-943-0003
Press 1 for hazardous materials spills	
Press 2 for emergencies (including search & rescue)	
Wisconsin DNR Local Warden James Moore.....	920-660-5530
American Red Cross Disaster Services (24 hour) .....	800-236-8680
Electrical service provider Wisconsin Public Service.....	800-450-7260
Town's internet service provider At&T.....	800-288-2020
Waste management service provider Going Garbage.....	920-854-2114
Town's Radio or Social Media provider Door County Daily News.....	920-746-9758

## Statement of Purpose:

In Wisconsin's incidents are managed at the lowest jurisdictional level (i.e., town, village, city, county). The affected jurisdiction manages the incident in coordination with county emergency management. This emergency operations plan was developed to provide guidance and direction for town officials to respond to and manage disasters that affect the community.

## Town of Lincoln Community Profile

The town of Lincoln is a subdivision of Kewaunee County and has a population of 933 as of the 2020 U.S. Federal Census. It is comprised of 35.7 square miles. There are 50.55 miles of maintained roadways. A complete description of hazards affecting the municipality can be found in the Kewaunee County's Hazard Mitigation Plan.

## Assignment of Responsibilities / Lines of Succession

Wisconsin Statute §323.14(1)(b)2 requires the governing body of each municipality to designate a head of emergency management. The designated head of emergency management for the town of Lincoln is the Town Chairman. In the event that s/he is unable/unavailable to fulfill the duties of the emergency manager, the secondary head of emergency management shall be the Town Clerk.

In accordance with Wisconsin Statute §323.15(1)(a), the town shall use the incident command system by all emergency response agencies during a state of emergency. A copy of the resolution adopting the National Incident Management System (NIMS) appears as Attachment 1 in this plan.

## Declaring a Disaster

During an emergency, the governing body of a town has the authority to declare a disaster by ordinance or resolution. This declaration grants the power to “order... 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...” (Wisconsin Statute §323.14(4)(a)).

A local disaster declaration also permits emergency contracting and purchases without having to solicit bids during the time in which the disaster/emergency conditions exist (Wisconsin Statute §60.47(5)).

If the town board is unable to meet promptly during or after a disaster to make a declaration, the chief executive officer or acting chief executive officer can also make an emergency proclamation (§323.14(4)(b)). An emergency proclamation can be verbal (with a witness) or written. The proclamation made by the chief executive officer shall be subject to ratification, alteration, modification, or repeal by the governing body as soon as it can meet. This authority may also be granted to other individuals if permitted by a local ordinance.

## Continuity of Government - Continuity of Operations

If the disaster is of such magnitude that the town's government is unable to conduct its affairs at its usual place, Wisconsin Statute §323.52 permits the governing body of the town to meet at any place within or outside of the territorial limits of the town on the call of the presiding officer or his/her successor, and shall proceed to establish and designate by ordinance, resolution, or other manner, alternate places as the temporary locations of government where all, or any part, of the public business may be transacted and conducted during the emergency situation.

The town of Lincoln has identified the following sites as potential alternate seats of government in the event it cannot conduct its affairs at the Town of Lincoln town hall:

- St. Peter's in Lincoln
- St. Hubert's in Roseire

## Disaster Response

To ensure an efficient response and recovery from a disaster, the list below denotes tasks and the individuals who are responsible:

- Emergency warning systems are generated from the Kewaunee County Communication Center, by the following means: mass phone notification systems, Integrated Public Alert Warning System (IPAWS).

- Emergency protective measures (e.g. closure of roads, emergency debris removal): Jesse Jerabek (Town Chairman)
- Compilation of disaster related expenses (damage assessment): Jesse Jerabek (Town Chairman)

Official disaster recovery information will be communicated to the town residents and media by the designated Public Information Officer (PIO). The individuals listed below are authorized to speak on behalf of the town for disaster response and recovery information:

- Public Information Officer: (who is authorized to speak on behalf of the town) Jesse Jerabek (Town Chairman)
- Public Information Officer (secondary): Mary Ann Salmon (Town Clerk)

The official means by which to communicate with the public on disaster recovery information shall be:

1. Town Website
2. Door County Daily News

## Damage Assessment

Accurate damage assessment of public infrastructure is essential for estimating disaster losses and to request state or federal aid. Initial rough estimates should be reported to the Kewaunee County Emergency Management office within 72 hours, with periodic updates as additional information becomes available. Per Wisconsin Statute §323.15(1)(c)4, the head of local emergency management must submit required reports to the county emergency management office.

The town does not have its own published equipment rates. The town shall use the rates published by the Wisconsin Department of Transportation.

## Legal Basis for Emergency Management and Disasters

### Local ordinances:

<https://www.lincolnkewauneewi.com/>

Chapter 7 The Procedure for Declaration of a State of Emergency in Kewaunee County

Wisconsin State Statutes, Administrative Code and Executive Orders:

§ 26.11 Authority and jurisdiction during forest fires

§60.47(5) Emergency exemption from public contracting and bidding

§ 86.34 Aid for flood damage on county and local roads

§323.14 Emergency powers and duties of local government

§323.15 Powers and duties of heads of emergency management

§323.20 Emergency use of vehicles

§323.40, 323.41 Responsibility for workers compensation liability of state or local unit of government

§323.52 Emergency temporary locations of local unit of government

§323.45 Succession to office: local officers

§323.71 Local agency response and reimbursement

§323.3 State disaster assistance (Wisconsin Disaster Fund)

Chapter 60 of the Wisconsin Statutes Organization, powers and duties of Wisconsin towns.

Executive Order #81 (2004) Designates the NIMS as the basis for incident management in Wisconsin

**Federal / Public Law:**

42 U.S.C. §§ 5121-5207 Disaster Relief and Emergency Assistance Act

## Record of Changes

Date	Reviewed by	Description of changes (including section)

Attachment 1. Town resolution adopting the National Incident Management System (NIMS)



Town of Lincoln, Kewaunee County

Designation of the National Incident Management System (NIMS)

RESOLUTION NO. 2025-4

DESIGNATION OF THE NATIONAL INCIDENT MANAGEMENT SYSTEM  
(NIMS) AS THE BASIS FOR INCIDENT MANAGEMENT IN THE TOWN OF  
LINCOLN.

WHEREAS, the President in Homeland security directive (HSPD)-5, directed the Secretary of the Department of Homeland Security to develop and administer a National Incident Management System (NIMS), which would provide a consistent nationwide approach for Federal, state, local, and tribal governments to work together more effectively and efficiently to prevent, prepare for, respond to, and recover from domestic incidents, regardless of cause, size, or complexity; and

WHEREAS, The collective input and guidance from all Federal, State, local, and tribal homeland security partners has been, and will continue to be, vital to the development, effective implementation and utilization of a comprehensive NIMS; and

WHEREAS, It is necessary and desirable that all Federal, State, local, and tribal emergency agencies and personnel coordinate their efforts to effectively and efficiently provide the highest levels of incident management; and

WHEREAS, To facilitate the most efficient and effective incident management it is critical that Federal, State, local, and tribal organizations utilize 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; and

WHEREAS, the NIMS standardized procedures for managing personnel, communications, facilities and resources will improve the Town's ability to utilize federal funding to enhance local readiness, and streamline incident management processes; and

WHEREAS, the Incident Command System components of NIMS are already an integral part of various incident management activities through out the State, including current emergency management training programs; and

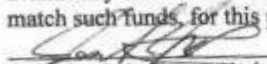
WHEREAS, the National Commission on Terrorist Attacks (9-11 Commission) recommended adoption of a standardized Incident Command system; and

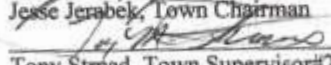


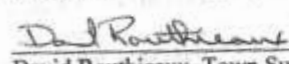
WHEREAS, the merits of NIMS aside, it may fairly be cited as an example of cost shifting or an unfunded mandate. In these fiscally tight times consideration need be given to the burden placed on the Town taxpayer of recognizing NIMS and adopting NIMS principles and policies,

NOW, THEREFORE, BE IT RESOLVED, that the Town of Lincoln intends to adopt the National Incident Management System (NIMS) as the standard for incident management within the limits of available state and federal funds and of Town funds required to be appropriated to match such funds.

BE IT FURTHER RESOLVED, that the Town of Lincoln's recognition of NIMS and adoption of NIMS principles and policies is expressly conditioned upon the ongoing availability of state and federal funds, and of town funds required to be appropriated to match such funds, for this purpose.

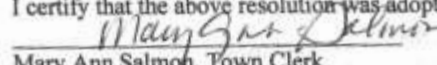
  
Jesse Jerabek, Town Chairman

  
Tony Strnad, Town Supervisor#2

  
David Routhieaux, Town Supervisor#1

Attest:

I certify that the above resolution was adopted on the 8<sup>th</sup>. day of September, 2025.

  
Mary Ann Salmon, Town Clerk