

**VILLAGE OF WINDSOR  
ORDINANCE 2019-18**

**AN ORDINANCE CONCERNING EMERGENCY MANAGEMENT**

**WHEREAS**, Village Board recognizes the responsibility to create an Emergency Management Plan which provides the resources for the implementation of the policies and procedures necessary to manage the community's needs during emergency situations; and

**WHEREAS**, policies and procedures help local government leaders and emergency response staff coordinate their efforts efficiently during periods of extreme chaos; and

**WHEREAS**, the Village Board finds it prudent to create an Emergency Management Committee as an advisory and planning group to advise the Village Board on all matters pertaining to emergency preparedness and to provide for the establishment of operating procedures within an Emergency Management Plan.

**NOW, THEREFORE**, the Village Board of the Village of Windsor, Dane County, Wisconsin, do ordain as follows:

**SECTION 1.** Sections 20-1 through 20-8 of the Code of Ordinances is hereby created to read as stated in the attached Exhibit A.

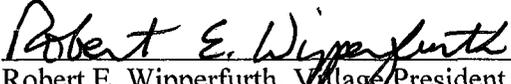
**SECTION 2.** Section 2-225 of the Code of Ordinances is hereby created to read as stated in the attached Exhibit B.

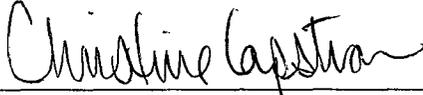
**SECTION 3.** All other provisions of Code of Ordinances not specifically amended herein shall remain unmodified and in full force and effect.

**SECTION 4.** This ordinance shall take effect upon passage and publication as provided by law.

The above and foregoing Ordinance was duly adopted at a meeting of the Village Board of the Village of Windsor held on August 1, 2019, by a vote of 5 in favor and 0 opposed.

**VILLAGE OF WINDSOR**

  
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Robert E. Wipperfurth, Village President

*Attested by:*  
  
\_\_\_\_\_  
Christine Capstran, Village Clerk

Published: August 8, 2019  
Effective: August 9, 2019

**Incorporated by Reference:**

Exhibit A: Chapter 20, Sec. 20-1 through 20-8

Exhibit B: Sec. 2-225

## EXHIBIT A

### CHAPTER 20 EMERGENCY MANGEMENT AND SERVICES

#### Sec. 20-1 POLICY AND PURPOSE.

- (a) Emergency preparedness shall mean the preparation for, and the caring out of, all emergency functions, which the Village is capable of performing, during and after an emergency.
- (b) The Village recognizes that several types of hazards pose a threat, significant in frequency and/or magnitude, to lives, property or environment. These include but are not limited to: tornadoes, severe thunderstorms, extreme heat conditions, floods, drought, earthquakes, ice storms, blizzards, fires, explosions, hazardous material releases to the air, ground or water during transportation or at a fixed location, including radiological releases; accidental or intentional nuclear detonations due to terrorist or military activity; aircraft crashes; other major accidents; and civil disturbances.
- (c) Consequences in major emergencies include: mass casualties; damage to and destruction of homes, facilities; vehicles and other property; disruption of power, fuel, communications, water and other vital services; damage to the infrastructure and environment; looting and other disruption of law and order; disruption of government functions and economic and financial effects.

Additional effects on Village officials and departments include, complex operating conditions; severe stress and fatigue; and intense scrutiny of the preparedness and response efforts.

- (d) The Village Board finds that the public safety, convenience and welfare require:
  - (1) The creation and maintenance of an Emergency Management Committee.
  - (2) Provisions for the exercise of necessary powers and to ensure the coordination of all Village and private resources during emergencies; and
  - (3) Provisions for the rendering of cooperation and mutual aid between this Village and other political subdivisions of the State.
- (e) It is further declared to be the purpose of this chapter and the policy of the Village that all emergency functions be coordinated to the maximum extent practicable with existing services and facilities of this Village and with comparable functions of the federal, state and county governments and other political subdivisions, and of various private agencies to the end that most effective preparation and use may be made of manpower, resources and facilities for dealing with any disaster that may occur.

## **Sec. 20-2 EMERGENCY MANAGEMENT COMMITTEE**

The Emergency Management Committee of the Village shall be as provided in section 2-225.

## **Sec. 20-3 EMERGENCY MANAGEMENT COORDINATOR**

(a) APPOINTMENT: The Emergency Management Coordinator shall be the Village Clerk.

(b) POWERS AND DUTIES: The Coordinator shall coordinate all activities involved in emergency preparedness within the Village and shall maintain liaison and cooperation with emergency preparedness agencies and other organizations of other political subdivisions and of the state and federal governments, and shall participate in county and state emergency preparedness activities upon request, and shall have such additional authority, duties and responsibilities as authorized by this chapter and as may from time-to time be required by the Village Board.

The Coordinator shall, under the direction and control of the Committee, direct the preparation of an Emergency Management Plan for the emergency preparedness of the Village. When the Village Board has approved the plan and the same has been signed by the Village President, it shall be the duty of all agencies of the Village to perform the duties and functions assigned by the plan.

## **Sec. 20-4 UTILIZATION OF EXISTING SERVICES AND FACILITIES**

In developing the Emergency Management Plan, the Committee shall utilize the services, equipment, supplies and facilities of the existing departments and agencies of the Village to the maximum extent practicable. The officers and personnel of all such departments and agencies shall cooperate with and extend such services and facilities as are required by the Committee.

## **Sec. 20-5 MUTUAL AID AGREEMENTS**

Any existing mutual aid agreement between the Village and any political subdivision in Dane County will not be affected by this chapter.

## **Sec. 20-6 EMERGENCY REGULATIONS**

Whenever necessary to meet an emergency for which adequate regulations have not been adopted by the Village Board, the Village President may by proclamation promulgate and enforce such orders, rules and regulations relating to the conduct of persons and the use of properties as shall be necessary to protect the public peace, health and safety, and preserve lives and property and to ensure the cooperation necessary in emergency situations. Such proclamations shall be posted in three (3) public places and may be rescinded by the Village Board by resolution at any time.

## **Sec 20-7 LOCAL EMERGENCIES**

(a) The Village Board may, by resolution, declare a state of emergency to exist within the Village whenever conditions arise by reason of war, conflagration, flood, heavy snow storm, blizzard, tornado, catastrophe, disaster, riot, civil commotion or acts of God, and including

conditions which, without limitation because of enumeration, impair transportation or other vital facilities of the Village. Such resolutions shall limit the period of the emergency to the time during which the emergency conditions exist or are likely to exist.

- (b) Whenever, because of emergency conditions as described in sub. (a), the Village Board is unable to properly meet, the Village President may exercise the powers of the Village Board which, in his or her discretion, appear necessary and expedient to address the emergency conditions. Any proclamation issued by the Village President under this paragraph shall be subject to ratification, alteration, modification or repeal by the Village Board as soon as it can meet, provided, however, that no subsequent action by the Board shall affect the prior validity of the proclamation.
- (c) Upon the declaration of a state of emergency by the Governor, the Village Board or Village President, the Emergency Management Coordinator or other official designated by the Village Board, shall issue all necessary proclamations as to the existence of such state of emergency and shall issue such disaster warnings or alerts as shall be required in the emergency management plan. All Village agencies shall take action in accordance with the plan after the declaration of an emergency or the issuance of official disaster warnings.

**Sec. 20-8 OBSTRUCTION OF EMERGENCY OPERATIONS.**

It shall be unlawful for any person to willfully obstruct, hinder or delay the enforcement of any order, rule, regulation or plan issued pursuant to this chapter, or to do any act forbidden by any order, rule regulation or plan issued pursuant to the authority contained in this section.

## EXHIBIT B

### **Sec. 2-225. Emergency Management Committee.**

- (a) *Composition.* The Emergency Management Committee shall consist of the following members:
- (1) Village President
  - (2) Chairperson of the Public Works Committee
  - (3) Dane County Sheriff's Office – Windsor Deputy
  - (4) Fire Chief
  - (5) One Citizen from the Community
  - (6) Emergency Management Coordinator
  - (7) Public Works Director
  - (8) Village Administrator
- (b) *Appointment.* The Windsor deputy and citizen member shall be appointed by the Village President, confirmed by the Village Board and shall serve two year terms commencing on May 1 of each even numbered year. The Chairperson of the Public Works Committee shall serve as chair of the Emergency Management Committee and the Emergency Management Coordinator shall serve as Secretary of the Committee.
- (c) *Vacancies.* Whenever a vacancy shall occur, a member consistent with the composition of the committee shall be appointed by the Village President and confirmed by the Village Board to fill the unexpired term.
- (d) *Duties.* The Committee shall be an advisory and planning group and shall advise the Coordinator and the Village Board on all matters pertaining to emergency preparedness and shall provide for the establishment of operating procedures which will ensure the purposes herein set forth. The Committee shall meet at two times during every calendar year and at such additional times upon the call of the Chairperson.