

Town of Sheboygan Coronavirus(COVID-19)
Emergency Response Plan
Effective Date--March 20, 2020

These are certainly trying times in our Community and around the World. We would like to assure you that our Town Government is diligently working to ensure Town business continues in a manner that protects our Town residents as well as our Town employees. As such, we are making several changes on a temporary basis to ensure the safety of the public, as well as our employees and volunteers. Daily, changes and updates will be made to ensure the safety of everyone. We will also follow the lead of our Governor and the President as warranted. The changes we are implementing effective immediately are as follows:

Emergency Response Plan:

1. Effective immediately, the Public will not be allowed in the Town office, Town Hall, Firehouse, and the DPW buildings. The only exception will be to participate in early voting in the Town Hall.
 - A. Early voting--We are only allowing 6 people to vote at one time. Please dress appropriately to ensure you are dressed for the weather if you have to wait outside to ensure the 6 person policy. If you have traveled internationally within the last 14 days, or if you have a fever, running nose, or coughing, we ask that you do not enter the Town Hall and vote with an absentee ballot. Also, we are asking that you observe the social distancing policy: staying at least 6 feet between yourself and other people.
 - B. April 7th Voting--As of today's writing, the election is scheduled to continue as planned. We are anticipating challenges with the election to ensure the safety of everyone. As we update a plan, we will keep the public updated.

C. The Clerk has placed a mailbox outside of the Hall containing the necessary documents you need to make your absentee ballot request; or you can visit <http://myvote.wi.gov>. Requests must be made to the Clerk by Friday, April 3.

2. In regard to Town Meetings, we are working to have our meetings remotely. Obviously, in-person meetings are the best, but due to the circumstances we are dealing with, we are trying to continue government business as best as possible. That being said, once we have determined how future meetings will be held, please refer to the following for updates:

- A. Refer to the Town Web Site
- B. Electronic Signage at the Firehouse
- C. Bulletin Board Postings

3. Life as we know it has been disrupted. We will continue to monitor the situation and make improvements as necessary to ensure the safety and well-being of the public and our Town employees.

Sincerely,

Dan Hein
Chairperson, Town of Sheboygan