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Instructions to fire wardens.

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Instructions to Fire Wardens.

Gentlemen:

Your attention is called to the following sections of the new forestry law, chapter 264, laws of 1905 (a copy of which is enclosed), which specify the powers and duties of fire wardens:

State and town fire wardens. SECTION 7. The state forester shall also be state fire warden, and the assistant state forester shall be assistant state fire warden. The state forester shall appoint one or more town fire wardens for those organized towns in which he deems it necessary, or for such portions of organized towns as he may define, and he may remove any fire warden from office. He shall give the necessary instructions to said fire wardens and supervise the execution of their work.

Powers and duties of town fire wardens. SECTION 8. Each town fire warden, before entering upon his duties, shall take an oath of office and file the same with the state forester. All town fire wardens shall take prompt and effective measures against the spread and illegal setting of forest, marsh or swamp fires within their own and adjoining towns and have the power of sheriffs to arrest without warrant for violations of the provisions of this act. They shall have authority to call upon any able bodied citizen, in territory in which they act, to assist in extinguishing forest, marsh or swamp fires in such manner as they may direct. The town fire wardens shall first submit to the state forester itemized accounts for their own services and the services of their assistants, and no accounts shall be paid out of the treasury of the town in which such services have been rendered without a written approval of the state forester. The town fire wardens and those assisting them shall receive such compensation for their services in carrying out the provisions of this section as the town board shall determine, not to exceed 25 cents per hour for the time

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actually employed; provided, that the total of such accounts shall not exceed one hundred dollars for each thirty-six sections in any one year in any one town. The state forester is authorized to approve for payment not to exceed 50 per centum of the clear proceeds of any fine collected in an action brought for a violation of any of the provisions of sections 17 or 18 of this act, or sections 4405a or 4403, statutes of 1898, relating to setting, failure to put out or care of fires, where the evidence to secure a conviction is furnished by a town fire warden or any other person.

Liability of town fire wardens and citizens. SECTION 9. Any town fire warden who shall refuse to carry out the provisions of the preceding section or any able bodied citizen who shall refuse to render assistance as provided by said section, shall be punished by a fine of not less than ten, or more than fifty dollars, or by imprisonment in the county jail for not less than ten days or more than thirty days, or by both such fine and imprisonment.

Fire warning notices. SECTION 10. Each town fire warden shall post or cause to be posted conspicuously in those parts of his town where fires are likely to occur, all notices furnished him for that purpose by the state forester, and he shall receive therefor compensation at the rate provided in section 8 of this act.

Reports of fire wardens. SECTION 11. Every fire warden, immediately after each fire in his territory, shall forward to the state forester a detailed report of said fire, and shall report annually on or before the first day of December a summary of all forest fires and such other matters as the state forester may direct.

Please note carefully the following points, all of which are new except Nos. 1 and 7.

1. You are to take prompt and effective measures against the spread and *illegal setting* of fires.

2. You have the *power of sheriffs* to arrest *without warrant* for violations of the provisions of this act.

3. The town fire wardens shall *first submit to the state forester itemized accounts* for their services and the services of their assistants, and no *accounts shall be paid* out of the treasury of the town in which such services have been rendered without a written approval of the state forester.

4. The state forester is authorized to approve for payment not to exceed *50 per centum* of the clear proceeds of any fine collected in an action brought for a violation of any of the provisions of sections

4405a or 4406, statutes of 1898, relating to setting, failure to put out or care of fires, where the evidence to secure a conviction is furnished by a *town fire warden* or any other person.

5. Every fire warden, *immediately after each fire* within his territory, shall forward to the state forester a detailed report of said fire, and shall report annually on or before the first day of December a summary of all forest fires and such other matters as the state forester may direct.

6. Any person who shall maliciously or willfully destroy, deface, remove or disfigure any sign, poster or warning notice posted under the provisions of this act, shall be guilty of a misdemeanor and punishable, upon conviction, by a fine of not less than \$15 nor more than \$100, or by imprisonment in the county jail for a period of not less than ten days nor more than three months, or by both such fine and imprisonment.

7. Section 4405a, statutes of 1898, provides as follows: Whenever the fire warden of any town becomes convinced that a *dangerously dry time exists* in its vicinity and that it is imprudent to set fires on any land, he shall post or cause to be posted a notice in three public places in such town forbidding the setting of any such fire therein, and after the posting of such notices no person shall set any fire upon any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town. All persons who start camp fires shall exercise all reasonable precautions to prevent damage therefrom, and shall extinguish the same before leaving them. Every person violating any provision of this section shall be punished by a fine of not more than \$50 or by imprisonment in the county jail not more than six months for each offense.

Section 4405a is extremely important as it gives the fire wardens great authority and responsibility, and if they will use their authority by posting notices forbidding the setting of fires during a dangerously dry time, the annual enormous loss from fires will be very materially checked. The notices referred to in section 4405a are not those furnished by this office. Whenever you are convinced that a dangerously dry time exists, write three or more notices yourself, forbidding the setting of any fire in the town until written permission has been received from you. Sign these with your own name as fire warden and post in three or more public places in the town. You will be held strictly accountable for all fires occurring within your town if you

have failed to post such notices. You now have the power of sheriffs to arrest without warrant and will be allowed 50 per centum of the clear proceeds of any fine collected within your town and by means of your report. In this connection note carefully the excellent provisions of the following: Section 4406, Statutes of 1898, provides as follows: Any person who shall build a fire on any lands in this state not his own or under his control, except as hereinafter provided, shall before leaving the same totally extinguish it, and upon failure to do so shall be punished by a fine not exceeding \$100 or by imprisonment in the county jail not exceeding one month, or by both such fine and imprisonment. Any person who shall negligently or willfully set fire to or assist another to set fire on any land, whereby such land is injured or endangered or shall willfully or negligently suffer any fire upon his own land to escape beyond the limits thereof, to the injury of the land of another, shall be punished as hereinbefore provided and be liable to the person injured for all damage that may be caused by the fire.

An ample supply of warning notices will be furnished at all times and if you find any one destroying or defacing them, arrest them at once. Some of these notices are printed on cardboard and these should be placed conspicuously in hotels, post offices, school houses, railroad stations, saw mills, business offices and other public buildings.

When a dangerous fire occurs near a town line, and through the neglect or absence of the fire warden, it is not attended to, the nearest fire warden of the adjoining town shall take charge of and fight such fire until the proper authorities of the town in which it is situated shall arrive and assume charge. In such case the town in which the fire was situated shall, of course, pay the fire warden and men from the adjoining town who assisted in fighting the fire.

After a fire occurs the town fire warden should, as soon as possible, mail his report of the same to the state forester at Madison, using the printed form furnished him for that purpose. Before writing the report he should make a careful examination of the burned area, so that he may be able to state correctly the number of acres burned over, the extent of the damage, the amount and kind of timber destroyed and the loss in other kinds of property. Especial pains should be taken to ascertain the cause of fire, and the person or persons who started it. Too many reports are received in which the printed question as to the cause of the fire is answered with the

words "Cause unknown." If attended to promptly there should be little trouble in ascertaining the point at which the fire started and, in most cases, who started it. The facts should then be written out fully in the report, no matter whom it may concern. Each fire warden should discharge his duty fearlessly in this respect, without fear or favor.

In addition to answering fully the printed questions in the report, the fire warden should furnish under the head of "Remarks" such further information as may not be conveyed in the preceding answers and should take pains to include also everything that might relate directly or indirectly to the matter.

If the town board refuses to pay the bill of the fire warden, the latter should notify the state forester immediately, so that the State Board of Forestry can take some action in the matter.

The fire wardens are expected to familiarize themselves with the location of the state lands in their town and to report promptly to the state forester any trespass or timber cutting that may occur on such lands. It is not necessary that in doing so one should inform on his neighbor, or mention any names, for if the attention of the state forester is called to the place, the proper official will be sent there to ascertain the extent of the trespass and the names of the offenders.

Section 12 of the new forestry law provides as follows: The state forester is authorized to approve for payment to any trespass agent or other person, upon whose evidence successful action is brought for trespass upon any portion of the state forest reserve, not to exceed 25 per centum of the amount collected for such trespass, which payment shall be made by the state treasurer, provided that in no case shall such payment exceed five hundred dollars, (\$500.00).

You now have good, practical laws to work under and if administered with energy and ability they should accomplish a large amount of good. The first great object of the fire warden law is to prevent the careless setting of fires and you have the authority, influence and opportunity for warning careless persons better than anyone else. Under the law anyone may set fire upon their own land at any time provided you have not posted notices forbidding the setting of fires, but, nevertheless, if they negligently or willfully allow the fire to escape beyond the limits of their own land they are liable to a fine, imprisonment and for all the damage the fire may do, under the provisions of section 4406. The Chicago and Northwestern, Chicago, Milwaukee and St. Paul and the Wisconsin Central have all issued

circular instructions to their section foreman forbidding the burning of any ties along the right of way until after snow falls. Furthermore, that when they burn grass or brush, they must not go away and leave the fire unprotected and to be sure that the fire is entirely extinguished before leaving it. Please make it a point to find out if these instructions are being obeyed by the section crews and, if not, report the case immediately to the state forester.

The most important part of practical forestry work is the prevention of fire and in order to protect our forests, the ever recurring forest fires must be stopped. Many residents in the northern part of the state seem to feel that fires in young growth or on cut over lands do very little damage, as they are not destroying mature, merchantable timber. As a matter of fact a forest fire in mature timber, provided there is not a bad slash on the ground, injures the timber by burning around the boles of the trees but as a rule does not kill them. Fires in young growth, however, almost invariably destroy a large proportion of the timber and in many cases, as no seed trees remain, the blanks which are formed by the fire are left bare for many years until the remaining young growth has reached sufficient size to produce seed and thus restock these areas. The following year after mature timber has been cut, the ground is often covered with self sown seedlings and the least fire will kill them, thus destroying all chance for a second crop or else delaying it for many years. That the residents are so indifferent to fires in young growth and on cut over land is the most discouraging feature of the forest fire problem in this state, but this feeling must change when they come to realize the loss, both to the owners and to the entire community, not only in young timber but in soil fertility as well.

The forests supply the raw material to many of the most important industries of the state and at the same time protect the head waters of all the important rivers and streams. Unless we protect the forests from destruction, a large amount of capital and thousands of workmen will leave the state, thus seriously lessening the home market for farm products.

As shown by the reports of the fire wardens for 1904, by far the greatest number of forest fires, of which the origin could be determined, were caused by settlers clearing land, while the hunters and campers came next, but did a relatively small amount of damage; for the settlers not only started most of the fires but were responsible for those that caused the greatest loss. So watch the settlers, warn them,

explain the law and that the destruction of property in their own neighborhood is a direct loss to them.

The loss in money to the great majority of towns through forest fires is certainly a hundred times greater than the cost of preventing or extinguishing them would be. Always get to a fire as soon as possible, for one man can often put out a small fire while five hundred are powerless against a great one. The trouble is that so many fires are allowed to smoulder for days until a strong wind springs up and then the fire is beyond control.

No detailed instructions for fighting fire can be given, as the character of the country, timber, weather and time of day, are determining factors. However, a few general directions may prove useful, though the experience, judgment and energy of the fire warden are all important. As a rule the best tools with which to fight fire are the shovel, mattock and axe.

In a heavy stand of timber, where the ground is damp, and in wet swamps, fire will often travel quite slowly, so that a few good men can keep it in check by trenching, though often they cannot entirely extinguish it until rains falls.

In dry, open pine woods the fire travels faster and it is often best to go some distance ahead, find the most open and clean ground, then trench and back fire from there. Back firing must be done very carefully in order to avoid useless destruction.

With all fires the night or the early morning hours are the best time to work, whenever any choice of time exists, for nearly all forest fires die down more or less during the cool of the night, and then flare up again during the heat of the day.

Note the following general rules:

1. Protect the valuable timber rather than the brush or waste.
2. Never leave a fire until it is put out.
3. Young timber suffers more than old, mature timber.
4. A surface fire in open pine woods, though not dangerous, does great harm in destroying the seedling growth.
5. A fire rushes up hill, crosses a crest slowly, and is more or less retarded in travelling down. Therefore, if possible, use the crest of the ridge and the bottom as your lines of attack.
6. A good trail, road, stream, or open land, check or "bring down" the fire. Use them whenever possible.

Spring fires are very damaging to the trees which, being then full

of sap, endure little heat, and the seeds which are on the ground, and possibly just sprouted, are destroyed.

Fall fires, owing to the ground being very dry at that season, usually run deep, burning off the roots of the trees and consuming all the vegetable material which constitutes that valuable mulch and fertilizer called the humus.

As the office of fire warden is without salary or pecuniary profit, the appointment in each case has been tendered to someone who has been recommended as a good citizen and public spirited man, whose interest in forest preservation would induce him to accept the office and discharge its important duties. It is hoped and expected that each one will, through his efficiency and attention to duty, justify his appointment and the confidence reposed in him.

Very respectfully,

E. M. GRIFFITH,
State Forester.

DEC 1 1955

CIRCULAR NO. 2. (1ST REVISION)

STATE OF WISCONSIN, GOVERNMENT PUBLICATIONS

OFFICE OF THE STATE FORESTER,

JULY, 1906.

Instructions to Fire Wardens.

Gentlemen:

In order that you may serve intelligently as fire wardens, the following information is given to you regarding your duties and powers, with quotations from the state forestry laws in relation to the same.

DUTIES OF FIRE WARDENS.

The duties of fire wardens are few and simple, being in the main as follows:

- Posting warning notices.
- Attending to forest fires and reporting promptly when any occur.
- Making a brief annual report.
- Looking out for timber trespass on state lands.

POSTING WARNING NOTICES.

An ample supply of warning notices will be furnished at all times and these should be posted early in the spring before the woods become dangerously dry.

"Each town fire warden shall post or cause to be posted conspicuously in those parts of his town where fires are likely to occur, all notices furnished him for that purpose by the state forester, and he shall receive therefor compensation at the rate provided in section 9 of this act." (Section 16.)

ATTENDING TO FOREST FIRES.

After having posted warning notices, fire wardens should keep a sharp watch for forest fires, from early in the spring until snow falls, and act promptly to check and extinguish the same.

After a fire occurs, the town fire warden should, as soon as possible, mail his report of the same to the state forester at Madison, using

the printed form furnished him for that purpose. Before writing the report he should make a careful examination of the burned area, so that he may be able to state correctly the number of acres burned over, the extent of the damage, the amount and kind of timber destroyed and the loss in other kinds of property. Especial pains should be taken to ascertain the cause of the fire, and the person or persons who started it. Too many reports are received in which the printed question as to the cause of the fire is answered with the words "Cause unknown." If attended to promptly, there should be little trouble in ascertaining the point at which the fire started and, in most cases, who started it. The facts should then be written out fully in the report, no matter whom it may concern. Each fire warden should discharge his duty in this respect without fear or favor. In addition to answering fully the printed questions in the report, the fire warden should furnish under the head of "Remarks" such further information as may not be conveyed in the preceding answers and should take pains to include also everything that might relate directly or indirectly to the matter.

Bills, also, for services as fire warden must be sent to the state forester for his approval, and will not be approved for work in extinguishing a fire until a report of the fire has been received.

"All town fire wardens shall take prompt and effective measures against the spread and illegal setting of forest, marsh or swamp fires within their own and adjoining towns. . . . The town fire wardens shall first submit to the state forester itemized accounts for their own services and the services of their assistants, and no accounts shall be paid out of the treasury of the town in which such services have been rendered without a written approval of the state forester." (Section 8.)

"Every fire warden, immediately after each fire in his territory, shall forward to the state forester a detailed report of said fire." (Section 11.)

MAKING AN ANNUAL REPORT.

A brief report must be made out at the end of the year by each fire warden, on a blank, that will be sent for that purpose. In order to make this report easily, fire wardens should keep a memorandum of the facts contained in their reports made from time to time during the year.

"Every fire warden . . . shall report annually on or before the first day of December a summary of all forest fires and such other matters as the state forester may direct." (Section 11.)

LOOKING OUT FOR TIMBER TRESPASS.

All fire wardens are expected to familiarize themselves with the location of the state lands in their town, and to report promptly to the state forester any trespass or timber cutting that may occur on such lands. It is not necessary that they inform on their neighbors, or mention any names, for, if the attention of the state forester is called to the place, the proper official will be sent there to ascertain the extent of the trespass and the names of the offenders. If, however, a fire warden is willing to take up the case, he should proceed as directed on page 7 of this pamphlet.

POWERS OF FIRE WARDENS.

The town fire wardens are appointed by the state forester, who is the state fire warden, and, after having taken the oath of office, they work under his direction.

"The state forester shall also be state fire warden, and the assistant state forester shall be assistant state fire warden. The state forester shall appoint one or more town fire wardens for those organized towns in which he deems it necessary, or for such portions of organized towns as he may define, and he may remove any fire warden from office. He shall give the necessary instructions to said fire wardens and supervise the execution of their work." (Section 7.)

Among the powers of town fire wardens are the following:

- To call upon citizens for aid in fighting fires.
- To act in another town when needed.
- To forbid the setting of fires during a dangerously dry time.
- To make arrests for violations of the forestry laws.
- To receive payment for their services.
- To receive a percentage of fines collected by means of information furnished by them.

TO CALL UPON CITIZENS FOR AID.

Fire wardens have the authority to summon all the help that is needed.

"They shall have authority to call upon any able bodied citizen, in territory in which they act, to assist in extinguishing forest, marsh or swamp fires in such manner as they may direct." (Section 8.)

TO ACT IN ANOTHER TOWN.

When a dangerous fire occurs near a town line and through the neglect or absence of the fire warden, it is not attended to, the nearest fire warden of the adjoining town shall take charge of and fight such fire until the proper authorities of the town in which it is situated shall arrive and assume charge. In such case the town in which the fire was situated shall, of course, pay the fire warden and men from the adjoining town who assisted in fighting the fire.

"All town fire wardens shall take prompt and effective measures against the spread and illegal setting of forest, marsh or swamp fires within their own and adjoining towns." (Section 8.)

TO FORBID THE SETTING OF FIRES.

Section 4405a is extremely important, as it gives the fire wardens great authority and responsibility, and if they will use their authority by posting notices forbidding the setting of fires during a dangerously dry time, the annual enormous loss from fires will be very materially lessened.

The notices referred to in section 4405a are Form No. III, which are furnished by this office. The same notice may be written by any fire warden when needed, on cardboard or heavy paper, and posted. Fire wardens will be held strictly accountable for all fires occurring within their towns if they have failed to post such notices during a dangerously dry time. The notices should be taken down, however, when the period of danger has passed, so that the work of settlers shall not be needlessly retarded; and written permission to set fires can be given where needed while the notices are up.

"Whenever the fire warden of any town becomes convinced that a dangerously dry time exists in its vicinity, and that it is imprudent to set fire on any land, he shall post or cause to be posted a notice in three public places in such town forbidding the setting of any such fire therein, and after the posting of such notices no person shall set any fire upon any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town. All persons who start camp fires shall exercise all reasonable precautions to prevent damage therefrom, and shall extinguish the same before leaving them. Every person violating any provision of this section shall be punished by a fine of not more than \$50 or by imprisonment in the county jail not more than six months for each offense." (Section 4405a.)

The Chicago and Northwestern Chicago, Milwaukee and St. Paul and the Wisconsin Central
TO MAKE ARRESTS.

Great authority is given to the fire wardens in empowering them to make arrests without warrant, for violations of the provisions of the forestry laws.

"All town fire wardens have the power of sheriffs to arrest without warrant for violations of the provisions of this act." (Section 8.)

"Any town fire warden who shall refuse to carry out the provisions of the preceding section or any able bodied citizen who shall refuse to render assistance as provided by said section, shall be punished by a fine of not less than ten, nor more than fifty dollars, or by imprisonment in the county jail for not less than ten days or more than thirty days, or by both such fine and imprisonment." (Section 9.)

If any one is found destroying or defacing the warning notices that have been posted, he should be arrested at once.

"Any person who shall maliciously or wilfully destroy, deface, remove or disfigure any sign, poster or warning notice posted under the provisions of this act shall be guilty of a misdemeanor and punishable, upon conviction, by a fine of not less than \$15 nor more than \$100, or by imprisonment in the county jail for a period of not less than ten days nor more than three months, or by both such fine and imprisonment." (Section 16)

You now have good, practical laws to work under and if administered with energy and ability, they should accomplish a large amount of good. Although fire wardens have the power to make arrests, it will very rarely be necessary to use that power if the proper effort has been made to familiarize the residents of a locality with the law and to warn them, if they are acting in violation of its provisions. The first great object of the fire warden law is to prevent the careless setting of fires and you have the authority, influence and opportunity for warning careless persons better than anyone else. Under the law anyone may set fire upon his own land at any time, provided you have not posted notices forbidding the setting of fires, but, nevertheless, if he negligently or wilfully allows the fire to escape beyond the limits of his own land he is liable to a fine, imprisonment and for all the damage the fire may do, under the provisions of section 4406.

"Any person who shall build a fire on any lands in this state not his own or under his control, except as hereinafter provided, shall before leaving the same, totally extinguish it, and upon failure to do so shall be punished by a fine not exceeding \$100 or by imprisonment in the county jail not exceeding one month, or by both such fine and imprisonment. Any person who shall negligently or wilfully set fire to or assist another to set fire on any land, whereby such land is injured or endangered or shall wilfully or negligently suffer any fire upon his own land to escape beyond the limits thereof, to the injury of the land of another, shall be punished as hereinbefore provided and be liable to the person injured for all damage that may be caused by the fire." (Section 4406)

The Chicago and Northwestern, Chicago, Milwaukee and St. Paul and the Wisconsin Central have all issued circular instructions to their section foremen, forbidding the burning of any ties along the right of way until after snow falls. Furthermore, that when they burn grass or brush, they must not go away and leave the fire unprotected and to be sure that the fire is entirely extinguished before leaving it. Please make it a point to find out if these instructions are being obeyed by the section crews and, if not, report the case immediately to the state forester.

"It shall be unlawful for any logging locomotive, donkey or threshing engine, railway locomotive and all other engines, boilers and locomotives operated in, through or near, forest, brush or grass land, which do not burn oil as fuel, to be operated without a netting of steel or iron wires so constructed as to give the most practicable protection against the escape of sparks, cinders or fire from the smoke stacks thereof, and each such engine shall be provided with adequate devices to prevent the escape of fire from ash pans and fire boxes. Every railroad company shall, at least once in each year, as far as practicable, cut and burn or remove from its right of way all grass and weeds and burn and remove therefrom all brush, logs, refuse material and debris within a reasonable time, and whenever fires are set for such purpose shall take proper care to prevent the escape thereof from the right of way. No railroad company shall permit its employes to deposit fire, live coals or ashes upon their tracks, outside of the yard limits, except they be immediately extinguished. Engineers, conductors or trainmen who discover that fences or other material along the right of way or on lands adjacent to the railroad are burning or in danger from fire shall report the same to the agent or person in charge at their next stopping place at which there shall be a telegraph station. Railroad companies shall give particular instructions to their section employes for the prevention and prompt extinguishment of fires, cause notices, which shall be furnished by the state fire warden, to be posted at their stations, and when a fire occurs along the line of their road, or on lands adjacent thereto, for which fire they are responsible, they shall concentrate such help and adopt such measures as shall most effectually arrest its progress. The state fire warden, or his assistant, whenever it shall appear necessary, shall inspect the right of way of any railroad company for the purpose of ascertaining whether the provisions of this section have been complied with. Any person wilfully failing to comply with the requirements of this section shall be deemed guilty of a misdemeanor and shall be punished, upon conviction, by a fine of not less than fifty nor more than five hundred dollars, or by imprisonment in the county jail not exceeding one year, or by both such fine and imprisonment. Any corporation by its officers, agents or employes, wilfully violating the provisions of this section shall be liable to a fine of not less than fifty dollars nor more than five hundred dollars for each and every such violation, to be collected in a civil action in the name of the state." (Section 17.)

"In addition to the penalties provided in the preceding sections of this act, the United States, the state, the county or private owners, whose property is injured or destroyed by such fires, may recover, in a civil action, double the amount of damages suffered, if the fires occurred through wilfulness, malice or negligence. Persons or corporations causing fires in violation of this act shall be liable to the state in an action for debt, to the full amount of all damages done to the state lands and for all expenses incurred by the towns fighting such fires." (Section 18.)

TO RECEIVE PAYMENT FOR THEIR SERVICES.

Fire wardens are not paid a salary, but the law is such that they may receive compensation for the time employed in their work.

"The town fire wardens and those assisting them shall receive such compensation for their services in carrying out the provisions of this section as the town board shall allow, not to exceed 25 cents per hour for the time actually employed; provided, that the total of such accounts shall not exceed one hundred dollars for each thirty-six sections in any one year in any one town." (Section 8.)

If the town board refuses to pay the bill of the fire warden, the latter should notify the state forester immediately, so that the State Board of Forestry can take some action in the matter.

TO RECEIVE A PERCENTAGE OF FINES.

A fire warden may receive a percentage of any fine collected in an action brought for violating the provisions of the forestry law.

"The state forester is authorized to approve for payment not to exceed 50 per centum of the clear proceeds of any fine collected in an action brought for a violation of any of the provisions of sections 17 or 18 of this act, or sections 4405a or 4406, statutes of 1898, relating to setting, failure to put out or care of fires, where the evidence to secure a conviction is furnished by a town fire warden or any other person." (Section 8.)

It is expected that all fire wardens will notify the state forester of any timber trespass that has been committed on state land. When any fire warden sends such notification, he should state also whether or not he is willing to take up the case and furnish all the information that is necessary in order to bring a successful action against the offender; and whether he prefers to work by the day for a reasonable amount, or to take up the case for from 20 to 25 per cent. of the fine or damages to be collected. Inasmuch as men cannot be employed by the state, even temporarily, except when the State Civil Service Commission has been notified of such employment, a fire warden must inform the state forester of his willingness to do work in case of trespass, *before beginning such work*. Then a timber trespass report blank will be sent to the fire warden, with all necessary instructions.

The state forester is authorized by the Commissioners of the Public Lands to pay 20 per cent. of the amount collected from a trespasser on state land to the person upon whose information the fine was collected. If the trespass is on state forest reserve land (state lands north of

town 33), the state forester can pay 25 per cent. of the amount collected, to the person who furnished the necessary information.

The State Board of Forestry has passed a resolution and published the same, that, hereafter, both civil and criminal action will be brought against all persons who commit timber trespass on state forest reserve land.

"The state forester is authorized to approve for payment to any trespass agent or other person, upon whose evidence successful action is brought for trespass upon any portion of the state forest reserve, not to exceed 25 per centum of the amount collected for such trespass, which payment shall be made by the state treasurer. Provided that in no case shall such payment exceed five hundred dollars (\$500.00)." (Section 12.)

"Every person who, unlawfully and wilfully cuts, injures or destroys any kind of wood or timber standing, lying or growing upon the lands of another, or of the state, or of the United States, or upon any public highway, or unlawfully and wilfully injures or destroys or carries away any of the products of such wood or timber lands is guilty of a misdemeanor, and upon conviction shall be fined not less than \$25 nor more than \$1,000, or be imprisoned not less than fifteen days nor more than three years, or by both such fine and imprisonment." (Section 19.)

"In addition to the penalties provided in section 19 for willful trespass on forest lands, the state, the county or the private owners, upon whose lands the willful trespass was committed, may recover in a civil action double the amount of damages suffered. This section shall not apply to the cutting of wood or timber from uncultivated woodland for the repair of a public highway or bridge upon or adjacent to the land." (Section 20.)

FOREST FIRES.

The most important part of practical forestry work, is the prevention of fire and in order to protect our forests, the ever recurring forest fires must be stopped. Many residents in the northern part of the state seem to feel that fires in young growth or on cut over lands do very little damage, as they are not destroying mature, merchantable timber. As a matter of fact, a forest fire in mature timber, provided there is not a bad slash on the ground, injures the timber by burning around the boles of the trees but as a rule does not kill them. Fires in young growth, however, almost invariably destroy a large proportion of the timber and in many cases, as no seed trees remain, the blanks which are formed by the fire are left bare for many years, until the remaining young growth has reached sufficient size to produce seed and thus restock these areas. The following year after mature timber has been cut, the ground is often covered with self sown

seedlings and the least fire will kill them, thus destroying all chance for a second crop or else delaying it for many years. That the residents are so indifferent to fires in young growth and on cut over land is the most discouraging feature of the forest fire problem in this state, but this feeling must change when they come to realize the loss, both to the owners and to the entire community, not only in young timber but in soil fertility as well.

The forests supply the raw material to many of the most important industries of the state and at the same time protect the head waters of all the important rivers and streams. Unless we protect the forests from destruction, a large amount of capital and thousands of workmen will leave the state, thus seriously lessening the home market for farm products.

As shown by the reports of the fire wardens for 1904, by far the greatest number of forest fires, of which the origin could be determined, were caused by settlers clearing land, while the hunters and campers came next, but did a relatively small amount of damage; for the settlers not only started most of the fires but were responsible for those that caused the greatest loss. So watch the settlers, warn them, explain the law and that the destruction of property in their own neighborhood is a direct loss to them.

The loss in money to the great majority of towns through forest fires is certainly a hundred times greater than the cost of preventing or extinguishing them would be. Always get to a fire as soon as possible, for one man can often put out a small fire while five hundred are powerless against a great one. The trouble is that so many fires are allowed to smoulder for days until a strong wind springs up and then the fire is beyond control.

No detailed instructions for fighting fire can be given, as the character of the country, timber, weather, and time of day, are determining factors. However, a few general directions may prove useful, though the experience, judgment and energy of the fire warden are all important. As a rule the best tools with which to fight fire are the shovel, mattoy and axe.

In a heavy stand of timber, where the ground is damp, and in wet swamps, fire will often travel quite slowly, so that a few good men can keep it in check by trenching, though often they cannot entirely extinguish it until rain falls.

In dry, open pine woods the fire travels faster and it is often best to go some distance ahead, find the most open and clean ground, then

trench and back fire from there. Back firing must be done very carefully in order to avoid useless destruction.

With all fires, the night or the early morning hours are the best time to work, whenever any choice of time exists, for nearly all forest fires die down more or less during the cool of the night, and then flare up again during the heat of the day.

Note the following general rules:

1. Protect the valuable timber rather than the brush or waste.
2. Never leave a fire until it is put out.
3. Young timber suffers more than old, mature timber.
4. A surface fire in open pine woods, though not dangerous, does great harm in destroying the seedling growth.
5. A fire rushes up hill, crosses a crest slowly, and is more or less retarded in traveling down. Therefore, if possible, use the crest of the ridge and the bottom as your lines of attack.
6. A good trail, road, stream, or open land, check or "bring down" the fire. Use them whenever possible.

Spring fires are very damaging to the trees which, being then full of sap, endure little heat, and the seeds which are on the ground, and possibly just sprouted, are destroyed.

Fall fires, owing to the ground being very dry at that season, usually run deep, burning off the roots of the trees and consuming all the vegetable material which constitutes that valuable mulch and fertilizer called the humus.

THE NATURE OF AN APPOINTMENT.

As the office of fire warden is without salary or pecuniary profit, the appointment in each case has been tendered to someone who has been recommended as a good citizen and public spirited man, whose interest in forest preservation would induce him to accept the office and discharge its important duties. It is hoped and expected that each one will, through his efficiency and attention to duty, justify his appointment and the confidence reposed in him.

Very respectfully,

E. M. GRIFFITH,
State Forester.

Note.—Fire wardens are requested to preserve this pamphlet for reference, as it contains much information that will be needed at one time or another.

UNITED STATES DEPARTMENT OF THE INTERIOR
BUREAU OF LAND MANAGEMENT
WASHINGTON, D. C.

Circular of Information

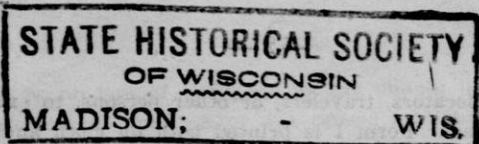
WHEREAS, the Bureau of Land Management has been authorized by the Department of the Interior to issue circulars of information to the public, and

WHEREAS, it is the policy of the Department of the Interior to make available to the public information concerning the lands and interests therein owned by the United States, and

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Circular of Information.

To the Fire Wardens of Wisconsin:

GENTLEMEN: In reply to many questions that have been asked, this Circular of Information has been issued, in order that more adequate and detailed information could be given than would be possible in the ordinary letter.

PRINTED MATTER.

I. What Printed Matter is Supplied.

This department has no means of knowing when a fire warden is in need of one or more kinds of printed matter; therefore, a fire warden should write and ask for all printed matter that is needed **except** the annual report blank, one of which will be mailed to each fire warden in November.

The department issues:

1. Warning Notices, Form I.
Warning Notices, Form II.
2. Forestry Laws.
3. Instructions to Fire Wardens.
4. Annual Report Blanks.
5. Special Report Blanks.
6. Blank Bills (for fire warden service).
7. Special Warning Notices (forbidding the setting of fires).
8. Circular of Information.

II. How to Use Printed Matter.

WARNING NOTICES.

Warning notices are of two kinds:

Form I contains a warning to hunters, trappers, fishermen, campers,

surveyors, land locators, travelers, or other persons, to extinguish all fires built by them. Form I is printed both on cloth and cardboard. The cloth notices will stand a good deal of exposure to the weather and should be posted along railroads, wagon roads, trails, etc., and at landing places on lakes and rivers. Form I, printed on cardboard, should be posted where it is not directly exposed to the weather, viz.: in camps, boathouses, and many places along railroads, wagon roads and trails, where, either in a box nailed up or under a board, it is protected somewhat from snow and rain.

In requesting notices, fire wardens should state whether they wish cloth or cardboard, but the latter should be used whenever they will serve the purpose as well as cloth, which are much more expensive.

Form II contains extracts from the Statutes of 1898, regarding the setting of fires and the failure to extinguish same. This notice is printed only on cardboard and should be posted in or upon public buildings, such as railway stations, post offices, school houses, stores, camps, etc.

Do not wait for a dry time before posting warning notices; be sure that they are posted before a dry time comes, so that the public will have had plenty of time to become well acquainted with the law. Always post notices where they will attract attention and, if possible, be protected from the weather. Occasionally a fire warden has reported at the end of a season that he had not posted any notices, because none had been sent. The department does not send them unless requested to do so, because fire wardens sometimes have enough to last more than one season, but expects fire wardens to ask for them when they are needed. Posting warning notices is of the utmost importance and it should be done early and carefully.

FORESTRY LAWS AND INSTRUCTIONS TO FIRE WARDENS.

Copies of the "Forestry Laws" and "Instructions to Fire Wardens" contain a large amount of information, and they should be kept for constant use, as in some portion of them will be found an answer to almost every question that arises.

ANNUAL REPORTS.

The annual reports of the fire wardens should be made out and sent in promptly the first day of December. Only forest fires should be re-

ported, that is, no loss of buildings by fire should be reported if the fire originated in the building, or was caused by lightning, or, in fact, in any way except through a forest fire. Question 5 of the annual report,—“All other loss of property”—should be answered by reporting the loss of buildings, fences, hay or any property that is not timber, if the loss resulted from a forest fire.

Question 8,—“How much expense did your town incur in preventing or extinguishing fires?”—should be answered by giving the entire amount paid by the town for fire warden service. Many fire wardens state that there has been no expense to the town, even when there has been a charge for posting notices. A charge against the town for posting notices is a charge for preventing fires; hence, such a charge should be included as expense in the answer to Question 8, just the same as a charge for extinguishing fires.

If Question 12 is not understood, refer to page 9 of the Forestry Laws for the meaning of “Section 4405a.”

SPECIAL REPORTS.

Special reports, that is, reports on single fires, should be made out immediately after each fire, and sent to the state forester.

Question 4 should be answered similarly to Question 5 in the annual report, but, of course, only the property lost by the one fire should be included.

Question 9 should be answered by giving the total expense to the town for fighting the one fire, nothing else being included. One blank should be used for each fire.

BILLS FOR FIRE WARDEN SERVICE.

All bills for fire warden service must have the written approval of the state forester before they can be allowed by the town boards.

Printed forms for fire wardens' bills will be issued by this department. Bills need not necessarily be made out on these blank forms, but must contain everything called for in the blank form, which follows:

gerously dry time, and if he holds the individuals who have set the fires responsible under the law for any damage that may result. They, not the fire warden, should do the watching.

SPECIAL WARNING NOTICES FORBIDDING FIRES.

Printed special warning notices will be issued by the department for the use of fire wardens when forbidding the setting of fires during a dangerously dry time, as provided for in section 4405a, statutes of 1898.

In case fire wardens at any time find themselves without printed special warning notices, they can write one as follows:

I, _____, having been duly appointed Fire Warden for the town of _____, County of _____, and being convinced that a dangerously dry time exists in its vicinity, do herewith this _____ day of _____, 190____, in accordance with the following provisions of section 4405a, Statutes of 1898, forbid the setting of any fires on any land in this town except for warming the person or cooking food.

Section 4405a, Statutes of 1898, provides as follows: Whenever the fire warden of any town becomes convinced that a dangerously dry time exists in its vicinity, and that it is imprudent to set fire on any land, he shall post or cause to be posted a notice in three public places in such town forbidding the setting of any such fire therein, and after the posting of such notices no person shall set any fire upon any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town. All persons who start camp fires shall exercise all reasonable precautions to prevent damage therefrom, and shall extinguish the same before leaving them. Every person violating any provision of this section shall be punished by a fine of not more than \$50 or by imprisonment in the county jail not more than six months for each offense.

Any person who shall destroy, deface, remove or disfigure this notice is liable to a fine, imprisonment, or both.

GENERAL INFORMATION.

PLACE OF TAKING OATH OF OFFICE.

An oath of office may be taken anywhere, outside of the town in which a fire warden is to hold office as well as within it, and may be taken before either a notary public or a justice of the peace.

RESIGNATIONS.

If for any reason a fire warden feels that he must resign, he would do a favor to the department by recommending a man for the position who is thoroughly competent and trustworthy, would accept the position, and at the same time be acceptable to the town board.

PLACE OF RESIDENCE.

A man may act as fire warden for a town although he resides in an incorporated village, provided that the village is so located that the fire warden can attend to his duties properly and conveniently in the town. He would have, however, no jurisdiction whatever in the village, as this department has no authority to appoint a village fire warden.

EXTENT OF JURISDICTION.

A fire warden has no jurisdiction over any city or incorporated village; his duties are to be performed only in connection with the protection of the town for which he serves. Notices may, of course, be posted in or upon public buildings within a city or village (as railway stations and the like) if such notices serve thus to protect the town.

Ordinarily, a fire warden will act within the limits of his town, but if a forest fire outside of such limits comes to his attention, it is his duty to look after it at least until the fire warden of that town comes to take charge. However, when there is a charge for any service performed by a fire warden for another town than the one for which he was appointed, the bill for such service must be presented to the town board of the town in which the service was performed.

In some of the larger towns, two or more fire wardens are appointed. In such cases, all the fire wardens of those towns will be informed of the fact, and it would be well for them to agree on a division of the territory.

If a fire warden finds that certain territory, either in his town or out of it, is not sufficiently protected, he should inform the department of that fact, and request the appointment of an additional fire warden.

CHANGES IN TOWN LINES.

Fire wardens are requested to inform this department of any changes that may be made from time to time in the town lines.

HOLDING OF OTHER OFFICES BY FIRE WARDENS.

A fire warden may hold other offices of public trust, but it is entirely improper that he should hold any office that requires or empowers him

to take action upon his own bills for services as fire warden. Hence, a fire warden must not be a chairman of a town board, and it is undesirable that he be a member of such board.

LENGTH OF TERM OF SERVICE.

A fire warden holds his position, under the Forestry Law of 1905, as long as he cares to serve and renders good service.

CONTESTED BILLS.

Bills for fire warden service should not be presented to the town boards until they have been carefully and properly made out, and have received the written approval of the State Forester. If the charges are just and reasonable, there is no reason why a town board should not pay the bill in full. However, if any town board has not yet become familiar with the law, it would be well for a fire warden to bring to the attention of the board section 8 of chapter 264, laws of 1905 (page 4 of the Forestry Laws). If, then, the board refuses or delays to allow such a bill, the fire warden should inform this department of such fact, giving fully the reasons offered by the board for such refusal or delay, and giving the name and address of the clerk of the town board. The department will then take up the matter with the town board.

METHOD OF MAKING ARRESTS.

If any person is found to have violated any of the provisions of the Forestry Laws, he can be arrested by a fire warden and taken before a justice of the peace, or district attorney, where a written complaint is filed, on which complaint a warrant should issue by the justice or district attorney. Then the offender should be required to plead to the complaint, and a trial is had the same as in other cases.

If individuals are made aware of their responsibility for any loss by fire caused by them, the work of the fire wardens would be greatly lessened.

SOME MISTAKEN IDEAS.

Many persons have the idea that fire wardens are not needed in localities where the mature timber has been cut. This is a great mis-

take, inasmuch as the young growth needs protection much more than the mature timber.

Fire wardens are expected to protect all forest growth, whether it is on state land or not. They are not appointed to protect state lands from fire, any more than any other lands, but they are expected to protect state lands from trespass at all times.

In conclusion, it is urged that fire wardens read carefully the Forestry Laws and the "Instructions to Fire Wardens," when they are in doubt on any point, as they will usually find all the information that they need in those pamphlets, or in this circular.

Very respectfully,

E. M. GRIFFITH,
State Forester.

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Special Warning Notices, Form III (forbidding the setting of fires).

Forestry Laws (Circular No. 1).

Instructions to Fire Wardens (Circular No. 2).

Circular of Information (Circular No. 3).

Annual Report Blanks (Blank A).

Special Report Blanks (Blank B).

Trespass Report Blanks (Blank C, sent out only when a case of trespass is reported).

Blank Bills (Blank D, for fire warden service).

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GOVERNMENT PUBLICATIONS

II. How to Use Printed Matter.

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Warning notices are of two kinds:

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Form II contains extracts from the Statutes of 1898, regarding the setting of fires and the failure to extinguish same. This notice is printed only on cardboard and should be posted in or upon public buildings, such as railway stations, postoffices, school houses, stores, camps, etc.

Do not wait for a dry time before posting warning notices; be sure that they are posted before a dry time comes, so that the public will have had plenty of time to become well acquainted with the law. Always post notices where they will attract attention and, if possible, be protected from the weather. Occasionally a fire warden has reported at the end of the season that he has not posted any notices, because none had been sent. The department does not send them unless requested to do so, because fire wardens sometimes have enough to last more than one season, but expects fire wardens to ask for them when they are needed. Posting warning notices is of the utmost importance and it should be done early and carefully.

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GOVERNMENT PRINTING OFFICE

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Question 8,—“How much expense did your town incur in preventing or extinguishing fires?”—should be answered by giving the entire amount paid by the town for fire warden service. Many fire wardens state that there has been no expense to the town, even when there has been a charge for posting notices. A charge against the town for posting notices is a charge for preventing fires; hence, such a charge should be included as expense in answer to Question 3, just the same as a charge for extinguishing fires.

If Question 12 is not understood, refer to page 9 of the Forestry Laws for the meaning of “Section 4405a.”

SPECIAL REPORTS.

Special reports, that is, reports on single fires, should be made out immediately after each fire, and sent to the state forester.

When a special report is sent in, a memorandum should be kept of the facts therein stated, so that it can be referred to in making out the annual report.

Question 4 should be answered similarly to Question 5 in the annual report, but, of course, only the property lost by the one fire should be included.

Question 9 should be answered by giving the total expense to the town for fighting the one fire, nothing else being included. One blank should be used for each fire.

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Printed forms for fire wardens' bills will be issued by this department. Bills need not necessarily be made out on these blank forms, but must contain everything called for in the blank form, which follows:

_____, Wis., _____, 190-.

Town of _____,
_____ County.

To _____, Fire Warden, Dr.

Date of service.	Names of men employed.	No. of hours service.	Kind of service performed	Rate charged per hour.	Amount.
.....
.....
.....
.....
.....
Total

County of _____, }
Town of _____ } ss.

_____ being duly sworn, says that the items mentioned and set forth in the within account are correct, that the services charged therein have been in fact performed, and disbursements therein mentioned have been fully paid, and that no part of said account has been paid or satisfied, that the items are specifically set forth therein and the nature of each item is distinctly stated.

Subscribed and sworn to before me this _____ day of _____, 190-.

Approved for payment for the sum of \$_____.

State Forester.

WHAT MAY AND MAY NOT PROPERLY BE CHARGED FOR.

The position of fire warden is not one to be sought on account of any compensation that is attached thereto. It is primarily a position that should be held by men who take an intelligent interest in the public welfare. It is intended, however, that fire wardens shall be at no loss on account of the time spent at their duties; hence, the law provides that they shall receive such compensation as the town board shall allow, not to exceed 25 cents per hour for the time actually employed.

It has been asked whether a fire warden may charge for time spent in watching fires to see that they do no harm. All time intelligently spent in conscientious effort to prevent, as well as to extinguish, fires may be charged for, but very little time need be spent in watching fires if the fire warden has posted printed warning notices and also

special warning notices forbidding the setting of fires, if it is a dangerously dry time, and if he holds the individuals who have set the fires responsible under the law for any damage that may result. They, not the fire warden, should do the watching.

SPECIAL WARNING NOTICES FORBIDDING FIRES.

Printed special warning notices will be issued by the department for the use of fire wardens when forbidding the setting of fires during a dangerously dry time, as provided for in section 4405a, Statutes of 1898.

In case fire wardens at any time find themselves without printed special warning notices, they can write one as follows:

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Any person who shall destroy, deface, remove or disfigure this notice is liable to a fine, imprisonment, or both.

Fire wardens should be very careful not to post special warning notices unnecessarily, for, according to Section 4405a, after such notices are posted, "no person shall set any fire on any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town." As soon as the dangerous season is over, special warning notices should be taken down, but persons should, nevertheless, be warned that under Section 4406, they are liable for all damages caused by fires set by them.

GENERAL INFORMATION.

PLACE OF TAKING OATH OF OFFICE.

An oath of office may be taken anywhere, outside of the town in which a fire warden is to hold office as well as within it, and may be taken before either a notary public or justice of the peace.

RESIGNATIONS.

If for any reason a fire warden feels that he must resign, he would do a favor to the department by recommending a man for the position who is thoroughly competent and trustworthy, would accept the position, and at the same time be acceptable to the town board.

When sending in a resignation, a fire warden should state what printed matter he has left that he could turn over to his successor, so that the department will be able to supplement it intelligently with what is lacking.

PLACE OF RESIDENCE.

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In conclusion, it is urged that fire wardens read carefully the Forestry Laws and the "Instructions to Fire Wardens," when they are in doubt on any point, as they will usually find all the information that they need in those pamphlets, or in this circular.

Very respectfully,

E. M. GRIFFITH,

State Forester.

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Circular of Information.

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PRINTED MATTER.

1. What Printed Matter is Supplied.

This department has no means of knowing when a fire warden is in need of one or more kinds of printed matter; therefore, a fire warden should write and ask for all printed matter that is needed except the annual report blank, one of which will be mailed to each fire warden in November.

The department issues:

Warning Notices, Form I.

Warning Notices, Form II.

Special Warning Notices, Form III (forbidding the setting of fires).

Instructions to Fire Wardens (Circular No. 2).

Circular of Information (Circular No. 3).

Annual Report Blanks (Blank A).

Special Report Blanks (Blank B).

Trespass Report Blanks (Blank C, sent out only when a case of trespass is reported).

Blank Bills (Blank D, for fire warden service).

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II. How to Use Printed Matter.

WARNING NOTICES.

Warning notices are of two kinds:

Form I contains a warning to hunters, trappers, fishermen, campers, surveyors, land locators, travelers, or other persons, to extinguish all fires built by them.

Form II contains extracts from the Statutes of 1898, regarding the setting of fires and the failure to extinguish same.

Form III, a special warning notice, forbids the setting of fires and should be posted only when a dangerously dry time exists, and should be taken down as soon as the danger is over.

Do not wait for a dry time before posting warning notices; be sure that they are posted before a dry time comes, so that the public will have had plenty of time to become well acquainted with the law. Always post notices where they will attract attention and, if possible, be protected from the weather. They should be posted along railroads, wagon roads, trails, at landing places on lakes and rivers, and upon public buildings, such as railway stations, postoffices, school houses, stores, camps, etc. Occasionally a fire warden has reported at the end of the season that he has not posted any notices, because none had been sent. The department does not send them unless requested to do so, because fire wardens sometimes have enough to last more than one season, but expects fire wardens to ask for them when they are needed. Posting warning notices is of the utmost importance and it should be done early and carefully.

INSTRUCTIONS TO FIRE WARDENS.

Copies of the "Instructions to Fire Wardens" contain a large amount of information, and they should be kept for constant use, as in some portion of them will be found an answer to almost every question that arises.

ANNUAL REPORTS.

The annual reports of the fire wardens should be made out and sent in promptly the first day of December. Only forest fires should be reported, that is, no loss of buildings by fire should be reported if the fire originated in the building, or was caused by lightning, or, in fact, in any way except through a forest fire. Question 5 of the annual re-

port.—“All other loss of property”—should be answered by reporting the loss of buildings, fences, hay or any property that is not timber, if the loss resulted from a forest fire.

SPECIAL REPORTS.

Special reports, Blank B, that is, reports on single fires, should be made out immediately after each fire, and sent to the state forester.

When a special report is sent in, a memorandum should be kept of the facts therein stated, so that it can be referred to in making out the annual report.

Question 4 should be answered similarly to Question 5 in the annual report, but, of course, only the property lost by the one fire should be included.

Question 9 should be answered by giving the total expense to the town for fighting the one fire, nothing else being included. One blank should be used for each fire.

BILLS FOR FIRE WARDEN SERVICE.

All bills for fire warden service must have the written approval of the state forester before they can be allowed by the town boards.

Printed forms for fire wardens' bills will be issued by this department. Bills need not necessarily be made out on these blank forms, but must contain everything called for in the blank form, which follows:

_____, Wis., _____, 190____.
Town of _____,
_____ County.

To _____, Fire Warden, Dr.

Date of service.	Names of men employed.	No. of hours service.	Kind of service performed.	Rate charged per hour.	Amount.
.....
.....
.....
.....
Total

County of _____, }
Town of _____, } ss.

_____, being duly sworn, says that the items mentioned and set forth in the within account are correct, that the services charged therein have

been in fact performed, and disbursements therein mentioned have been fully paid, and that no part of said account has been paid or satisfied, that the items are specifically set forth therein and the nature of each item is distinctly stated.

Subscribed and sworn to before me this _____ day of _____, 190____.

Approved for payment for the sum of \$_____.

State Forester.

WHAT MAY AND MAY NOT PROPERLY BE CHARGED FOR.

The position of fire warden is not one to be sought on account of any compensation that is attached thereto. It is primarily a position that should be held by men who take an intelligent interest in the public welfare. It is intended, however, that fire wardens shall be at no loss on account of the time spent at their duties; hence, the law provides that they shall receive such compensation as the town board shall allow, not to exceed 25 cents per hour for the time actually employed.

It has been asked whether a fire warden may charge for time spent in watching fires to see that they do no harm. All time intelligently spent in conscientious effort to prevent, as well as to extinguish, fires may be charged for, but very little time need be spent in watching fires if the fire warden has posted printed warning notices and also special warning notices forbidding the setting of fires, if it is a dangerously time, and if he holds the individuals who have set the fires responsible under the law for any damage that may result. They, not the fire warden, should do the watching.

SPECIAL WARNING NOTICES FORBIDDING FIRES.

Printed special warning notices will be issued by the department for the use of fire wardens when forbidding the setting of fires during a dangerously dry time, as provided for in section 4405a, Statutes of 1898.

In case fire wardens at any time find themselves without printed special warning notices, they can write one as follows:

I, _____, having been duly appointed Fire Warden for the town of _____, County of _____, and being convinced that a dangerously dry time exists in its vicinity, do herewith this _____ day of _____, 190____, in accordance with the following provisions of section 4405a, Statutes of 1898, forbid the setting of any fires on any land in this town except for warming the person or cooking food.

Section 4405a, Statutes of 1898, provides as follows: Whenever the fire,

warden of any town becomes convinced that a dangerously dry time exists in its vicinity, and that it is imprudent to set fire on any land, he shall post or cause to be posted a notice in three public places in such town forbidding the setting of any such fire therein, and after the posting of such notices no person shall set any fire upon any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town. All persons who start camp fires shall exercise all reasonable precautions to prevent damage therefrom, and shall extinguish the same before leaving them. Every person violating any provision of this section shall be punished by a fine of not more than \$50 or by imprisonment in the county jail not more than six months for each offense.

Any person who shall destroy, deface, remove or disfigure this notice is liable to a fine, imprisonment, or both.

Fire wardens should be very careful not to post special warning notices unnecessarily, for, according to Section 4405a, after such notices are posted, "no person shall set any fire on any land in said town, except for warming the person or cooking food, until written permission has been received from one of the fire wardens of said town." As soon as the dangerous season is over, special warning notices should be taken down, but persons should, nevertheless, be warned that under Section 4406, they are liable for all damages caused by fires set by them.

GENERAL INFORMATION.

PLACE OF TAKING OATH OF OFFICE.

An oath of office may be taken anywhere, outside of the town in which a fire warden is to hold office as well as within it, and may be taken before either a notary public or justice of the peace.

RESIGNATIONS.

If for any reason a fire warden feels that he must resign, he would do a favor to the department by recommending a man for the position who is thoroughly competent and trustworthy, would accept the position, and at the same time be acceptable to the town board.

When sending in a resignation, a fire warden should state what printed matter he has left that he could turn over to his successor, so that the department will be able to supplement it intelligently with what is lacking.

PLACE OF RESIDENCE.

A man may act as fire warden for a town although he resides in an incorporated village, provided that the village is so located that the fire warden can attend to his duties properly and conveniently in the town. He would have, however, no jurisdiction whatever in the village, as this department has no authority to appoint a village fire warden.

EXTENT OF JURISDICTION.

A fire warden has no jurisdiction over any city or incorporated village; his duties are to be performed only in connection with the protection of the town for which he serves. Notices may, of course, be posted in or upon public buildings within a city or village (as railway stations and the like) if such notices serve thus to protect the town.

Ordinarily a fire warden will act within the limits of his town, but if a forest fire outside of such limits comes to his attention, it is his duty to look after it at least until the fire warden of that town comes to take charge. However, when there is a charge for any service performed by a fire warden for another town than the one for which he was appointed, the bill for such service must be presented to the town board of the town in which the service was performed.

In some of the larger towns, two or more fire wardens are appointed. In such cases, all the fire wardens of those towns will be informed of the fact, and it would be well for them to agree on a division of the territory.

If a fire warden finds that certain territory, either in his town or out of it, is not sufficiently protected, he should inform the department of that fact, and request the appointment of an additional fire warden.

CHANGES IN TOWN LINES.

Fire wardens are requested to inform this department of any changes that may be made from time to time in the town lines.

HOLDING OF OTHER OFFICES BY FIRE WARDENS.

A fire warden may hold other offices of public trust, but it is entirely improper that he should hold any office that requires or empowers him

to take action upon his own bills for services as fire warden. Hence a fire warden must not be a chairman of a town board, and it is undesirable that he be a member of such board.

LENGTH OF TERM OF SERVICE.

A fire warden holds his position, under the Forestry Law of 1905, as long as he cares to serve and renders good service.

CONTESTED BILLS.

Bills for fire warden service should not be presented to the town boards until they have been carefully and properly made out, and have received the written approval of the State Forester. If the charges are just and reasonable, there is no reason why a town board should not pay the bill in full. However, if any town board has not yet become familiar with the law, it would be well for a fire warden to bring to the attention of the board section 8, chapter 264, laws of 1905 (page 4 of the Forestry Laws). If, then, the board refuses or delays to allow such a bill, the fire warden should inform this department of such fact, giving fully the reasons offered by the board for such refusal or delay, and giving the name and address of the clerk of the town board. The department will then take up the matter with the town board.

METHOD OF MAKING ARRESTS.

If any person is found to have violated any of the provisions of the Forestry Laws, he can be arrested without warrant by a fire warden and taken before a justice of the peace, or district attorney, where a written complaint is filed, on which complaint a warrant should issue by the justice or district attorney. Then the offender should be required to plead to the complaint, and a trial is had the same as in other cases.

If individuals are made aware of their responsibility for any loss by fire caused by them, the work of the fire wardens would be greatly lessened.

SOME MISTAKEN IDEAS.

Many persons have the idea that fire wardens are not needed in localities where the mature timber has been cut. This is a great mistake, inasmuch as the young growth needs protection much more than the mature timber.

Fire wardens are expected to protect all forest growth whether it is on state land or not. They are not appointed to protect state lands from fire, any more than any other lands, but they are expected to protect state lands from trespass at all times.

In conclusion it is urged that fire wardens read carefully the "Instructions to Fire Wardens," when they are in doubt on any point, as they will usually find all the information that they need in that pamphlet, or in this circular.

Very respectfully,

E. M. GRIFFITH,

State Forester.

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