

**VILLAGE OF GERMANTOWN
N112 W17001 MEQUON ROAD
GERMANTOWN, WI 53022**

MEETING:	REGULAR MEETING OF THE VILLAGE BOARD
DATE AND TIME:	Wednesday, March 1, 2023 5:00 PM
LOCATION:	Germantown Village Hall Board Room N112 W17001 Mequon Road

NOTICE: Pursuant to the recommendations of the Centers for Disease Control and Prevention concerning the prevention of COVID-19 infections, any member of the body and/or citizen may also attend the meeting virtually through the WebEx platform, Meeting #: 2556 793 1755 Password: MjxbFwT5b98 which can be accessed by phone at 408-418-9388 or by logging on at <https://villageofgermantown.my.webex.com/villageofgermantown.my/j.php?MTID=m145b715bb357e1c3ac525394e35e9775> Citizens not wishing to attend the meeting personally or virtually may submit any public comments by sending an email to comments@germantownwi.gov by 4 p.m. on the day of the meeting so that it can be provided to the members of the body for their consideration.
Previously recorded Village Board Meeting Videos can be viewed at https://www.youtube.com/channel/UCOYp0EgELzTCa9X_iCohyhQ.

AGENDA

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*
- II. **ROLL CALL:**
- III. **PLEDGE OF ALLEGIANCE:**
- IV. **PRESIDENT'S REPORT:**
- V. **ANNOUNCEMENTS OF FORTHCOMING EVENTS OF PUBLIC INTEREST**
- COMMITTEE AND DEPARTMENT REPORTS:**
- VI. **CITIZEN INPUT:**
- VII. **CONSENT AGENDA:**
 - A. Approval of Minutes DATE, Meeting
- VIII. **NEW BUSINESS:**
 - A. Training Agenda Item #2
- IX. **UNFINISHED BUSINESS**
 - A. Training Agenda Item #1
- X. **PUBLIC HEARINGS:**
- XI. **ADJOURNMENT:**

The next regular meeting of the Village Board will be on DAY, MONTH DD, YYYY, at 7:00 p.m.
The Joint Village Board and Plan Commission meeting will be on MONTH DD, YYYY at 6:30 p.m.

VILLAGE BOARD AGENDA

March 1, 2023

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UPON REASONABLE NOTICE, efforts will be made to accommodate the needs of disabled individuals through appropriate aids and services. For Additional information or to request this service please contact the Village Clerk at (262)250-4740 at least 2 days prior to the meeting.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 1, 2023

PLACEMENT: Presentation

ITEM TITLE: Training Agenda Item #2

SUBMITTED BY: Justin LaRue

SUMMARY EXPLANATION:

This is the summary...

ATTACHMENT:

1. How To Flatten PDF
2. Fire Escape Plan

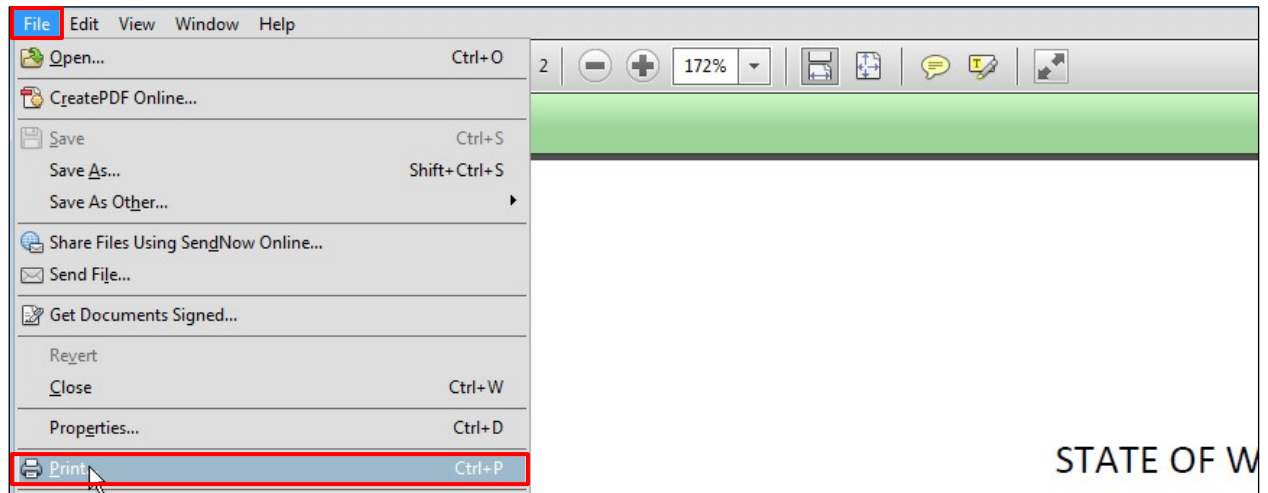
RECOMMENDATION:

ACTION BY Committee:

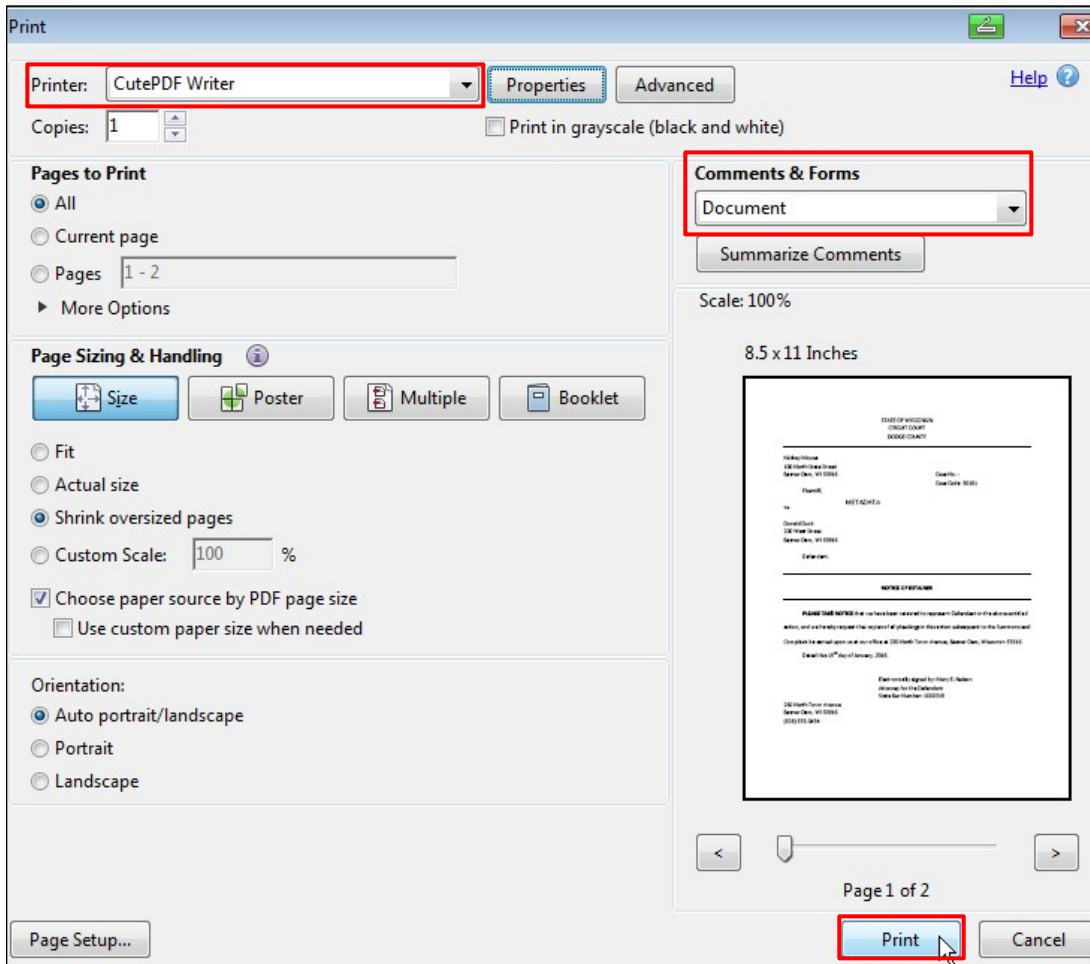
Flattening PDFs

Adobe Acrobat

1. In Adobe Acrobat, open the PDF you need to flatten.
2. Select **File > Print**.



3. Select the **Printer** dropdown and choose **any option that has PDF in the title**. Change the **Comments & Forms** dropdown

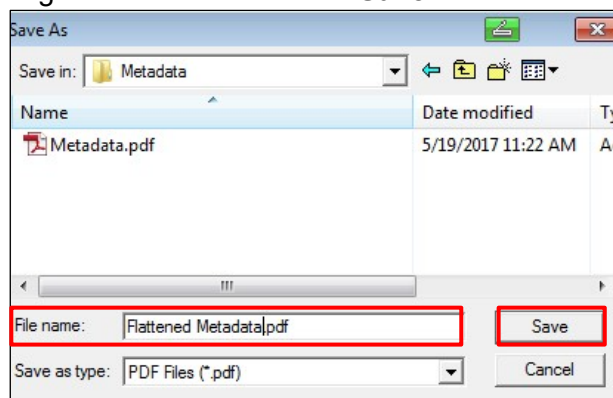


n to

Document. Select the **Print** button.

Note: If you do not have a PDF option in your dropdown, you can download CutePDF—a free PDF converter—by clicking [here](#).

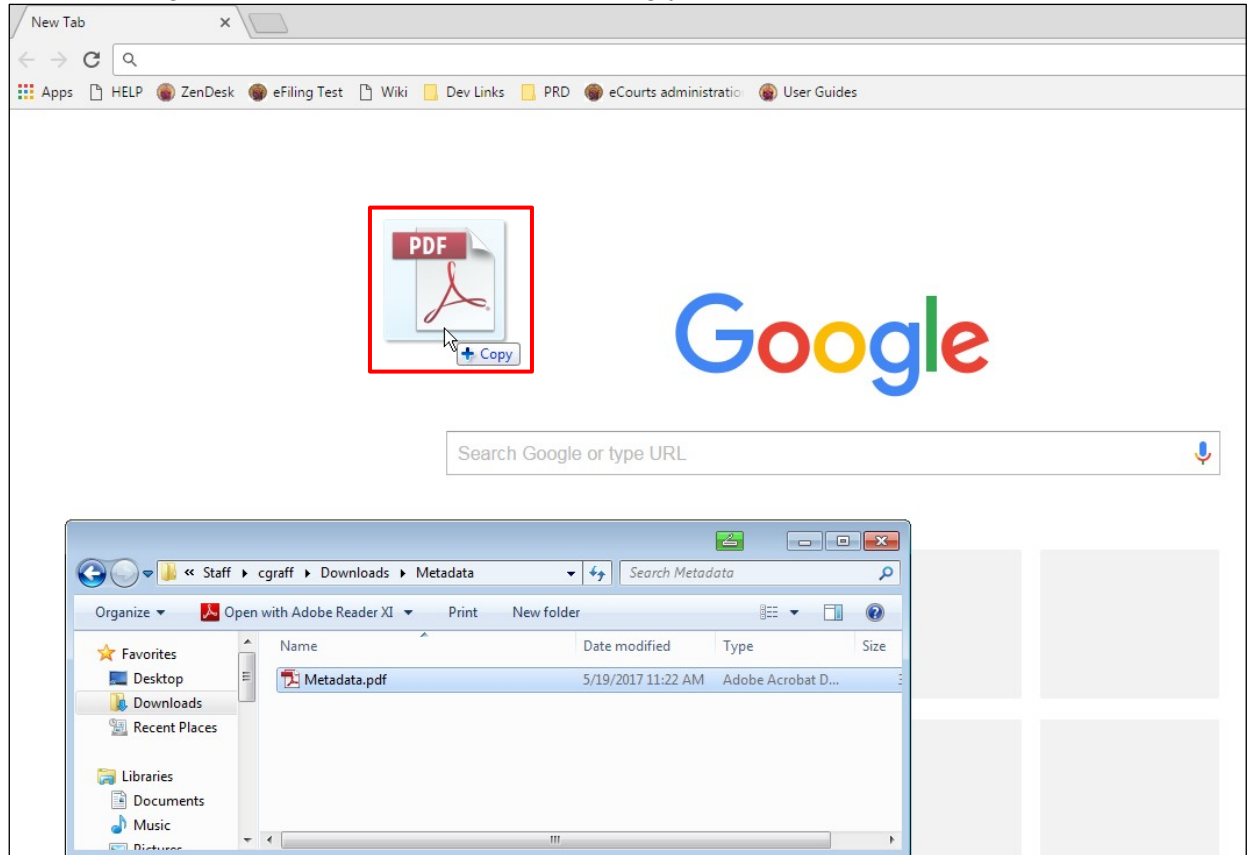
- Choose a location to save your new PDF and enter a new name to differentiate it from your original version. Select the **Save** button.



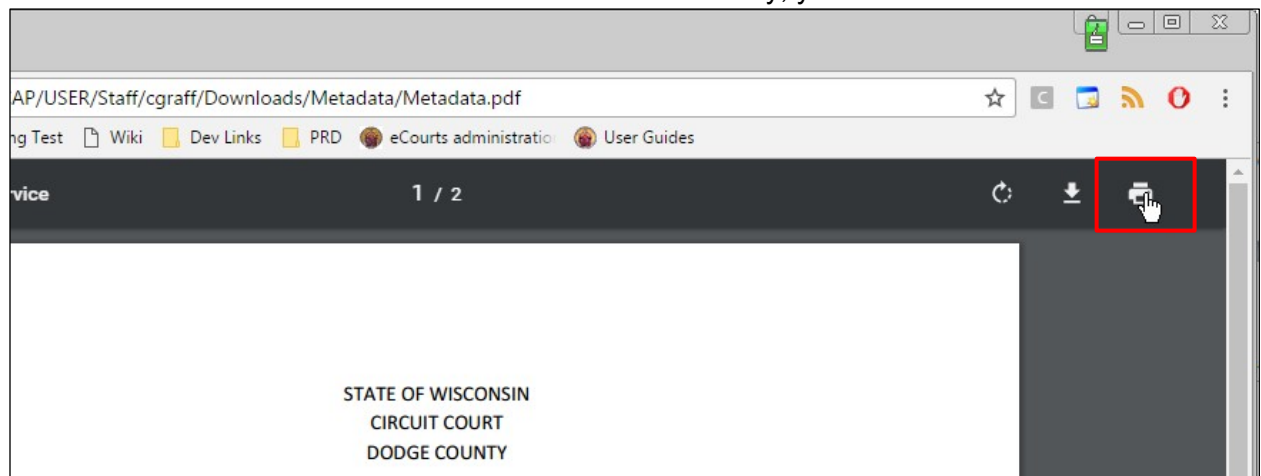
- You will now be able to upload your newly saved PDF to the eFiling website.

Google Chrome

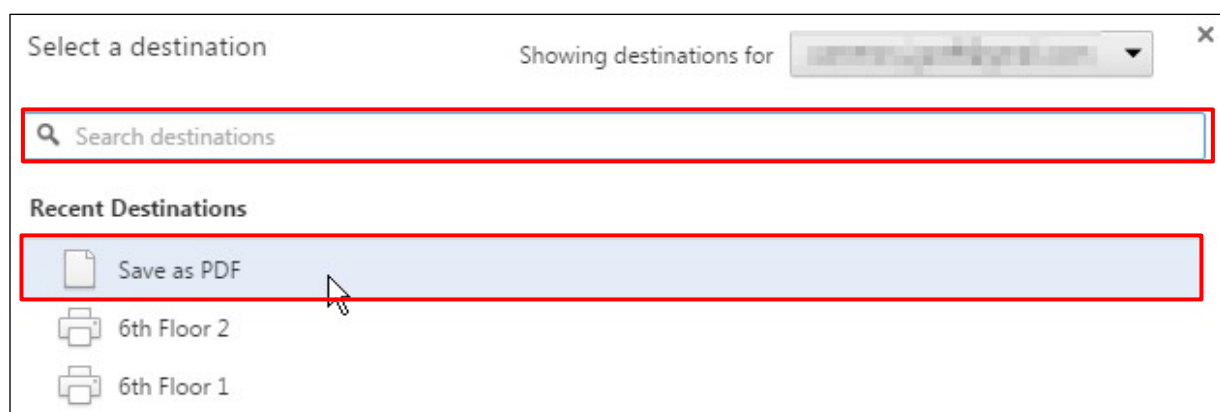
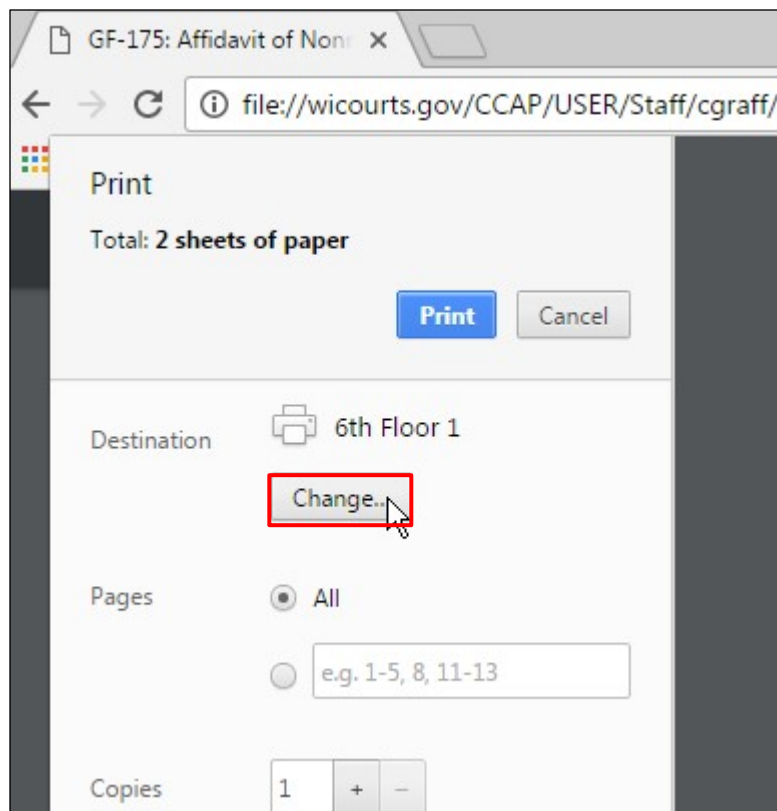
1. Open a Google Chrome browser window and drag your PDF file into it.



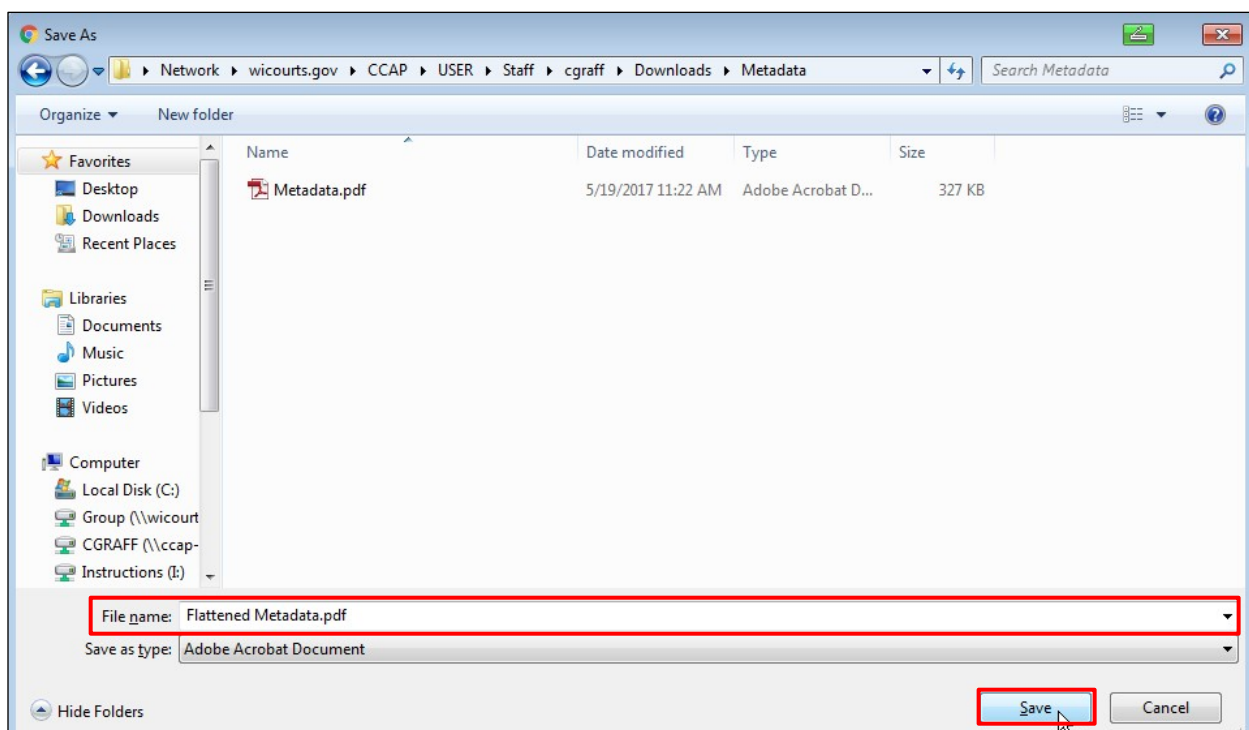
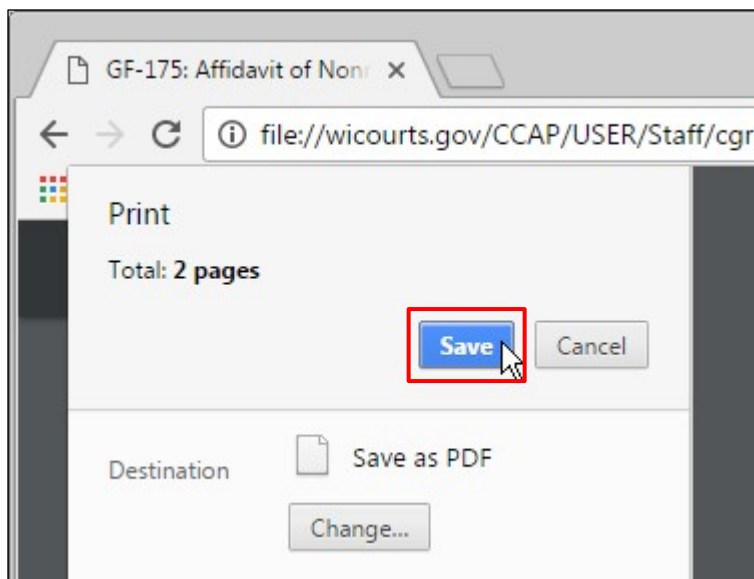
2. Select the **Print** icon in Chrome's PDF viewer. Alternatively, you can select **Ctrl + P**.



3. Select the **Change** button in the print window. Select **Save as PDF**. You may need to use the **Search destinations** search bar to locate this option.



4. Select the **Save** button. Select a destination and enter a new file name in the window that opens and then select **Save** again.

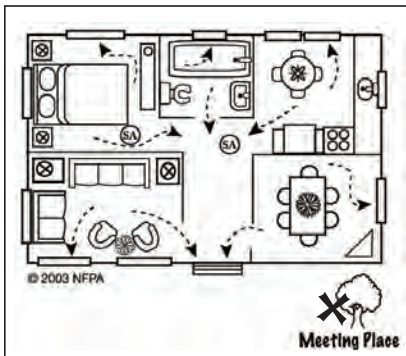


Fire Escape Plan

Following the instructions, draw your escape plan on the grid.

- ☐ Draw the layout of your home as best as you can, include:
 - Doorways
 - Windows (if they can be used as exits)
 - Fire escapes (if in an apartment)
- ☐ Draw two floor plans if your house is 2 stories.
- ☐ Label each room.
- ☐ Draw a circle where there are smoke alarms.
- ☐ Draw two ways out of each room.
- ☐ Write “Exit” on each way out of the home.
- ☐ Draw an “X” for a safe meeting place outside.
- ☐ Practice escaping from every room in your home!

Example



U.S. Fire
Administration



Post your escape plan on a place where you will see it such as a refrigerator or bulletin board.

BUSINESS OF THE VILLAGE BOARD

MEETING DATE: March 1, 2023

PLACEMENT: Action Item

ITEM TITLE: Training Agenda Item #1

SUBMITTED BY:

SUMMARY EXPLANATION:

ATTACHMENT:

RECOMMENDATION:

ACTION BY Committee: