



**WILLIAMSTOWN, WEST VIRGINIA**

Date: 3/30/2023

TO: City residents

**PRACTICE HOME FIRE SAFETY**

- Have smoke detectors and fire extinguishers on every level of your home.
- Test and clean smoke detectors monthly and replace batteries at least twice a year.
- Check fire extinguisher pressure gauges monthly
- Store matches and lighters out of the sight and reach of children
- Don't overload electrical outlets or run cords underneath rugs.
- Inspect electrical cords for damage and replace or repair them if needed.
- Keep space heaters at least 3 feet from furniture and drapes. Also, if you have to use a generator it needs to be away from house at least 20 feet.
- Clean the lint screen on your clothes dryer before each use.
- Have your furnace inspected every year. Clean filters several times during the year or follow manufacturer's recommendations.
- Store flammable materials and chemicals safely away from sources of heat
- Clean fireplace, coal stove and wood stove chimneys every year.
- Thin bushes and trees within 30 feet of your home. Clear a wider area of dead wood and other fire fuels.
- Store firewood at least 30 feet from your home.
- Create a family fire escape plan that shows two ways out of every room and a family meeting place outside. Practice it at least twice a year.

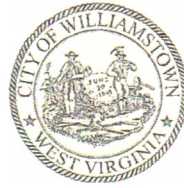
**KNOW WHAT TO DO IN A FIRE:**

- Get out fast and stay out. Crawl low under smoke.
- Call to report a fire only from outside of a burning building.
- If clothes catch on fire, stop, drop to the floor or ground, and roll. Cover your face with your hands.

Sincerely;

A handwritten signature in cursive script that reads "David Van Horn".

David Van Horn 304-679-7281

**WILLIAMSTOWN, WEST VIRGINIA**

Date: April 24, 2023  
To: City Residents  
From: City of Williamstown

***THUNDERSTORMS***

About 10% of the thunderstorms that occur annually in the United States are classified as severe. Even those that are not can still be dangerous. Lightning in particular is a threat, though it may seem that a thunderstorm is miles away.

**How close is the storm?** To determine how close a thunderstorm is, count the seconds between the lightning flash and the next rumble of Thunder. Divide that number by five. The answer is the number of miles away the lightning strike was.

***Before Thunderstorms strike:***

- Cut down dead trees, limbs and clear branches from around your house.
- Secure loose outdoor objects such as patio furniture, etc.
- Shutter the windows and secure the doors.

***During a Thunderstorm:***

- Get or stay inside if, after seeing lightning, you cannot count to 30 before hearing thunder
- Avoid plumbing: do not shower or bathe, wash hands or do dishes.
- Do not use a corded telephone, except in an emergency. Cell phones and cordless phones are OK to use during a storm.
- Unplug electronics and turn off air conditioners.
- If outside in a forest, take shelter under a thick growth of small trees.
- If outside in an open area, move to a low spot such as a ravine or valley – but beware of flash flooding.
- Never stand under a tall, isolated tree, on a hilltop, in an open field, on the beach or near open water.
- Stay away from metal equipment and apparatus such as fences, tractors, pipes and bicycles.
- If swimming or boating, get out of the water immediately and take shelter.

***IF YOU'RE ABOUT TO BE STRUCK:***

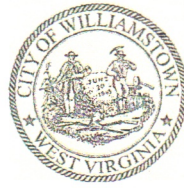
- Feeling your hair stand on end means lightning is about to strike nearby.  
*Make yourself into a small target.*
- Squat down on the balls of your feet – do not lie flat on the ground.
- Place your hands over your ears and tuck your head between your knees.

Sincerely;

A handwritten signature in black ink that reads "David Van Horn". The signature is written in a cursive, flowing style.

David Van Horn 304-679-7281



**WILLIAMSTOWN, WEST VIRGINIA**

Date: April 21, 2023

To: City Residents

From: City of Williamstown

Ref: **TREATING SERIOUS INJURIES**

Injuries are common in disasters, but there are simple things you can do to comfort those who are hurt and prevent further harm. It's always a good idea to learn first aid, CPR and the Heimlich maneuver.

**Heavy Bleeding**

- Cover wound with a clean cloth and press firmly. Add cloths on top of first cloth as needed. Elevate bleeding arm or leg unless a fracture is suspected.

**Burns**

- Flush burned area with cool water (unless an electrical burn). **Do not** use ice or ointments except on minor burns.
- **Do not** break blisters or remove clothes stuck to skin.
- Remove jewelry, belts, and other tight items from the burned area.
- Cover injured area with a dry, clean dressing.
- **Call 911** if burn is serious or covers more than one body part, involves head, neck, hands, feet or genitals, or is caused by chemicals, an explosion, or electricity.

**Fractures**

- Do not move victim if he/she is unconscious, or back or neck injuries are suspected. Treat breathing, bleeding or shock first. Immobilize fracture before moving the victim.

**Shock**


- Signs and symptoms vary and may include pale, clammy skin; weakness; fast breathing; rapid, weak pulse; confusion.
- Lay victim on his/her back with feet raised. Keep victim warm.

**FIRST AID ESSENTIALS**

- Adhesive bandages
- Antacid
- Antibiotic ointment
- Antidiarrhea medication
- Antiseptic

- Aspirin and nonaspirin pain reliever
- Breathing barrier (for CPR)
- Cleansing agents (isopropyl alcohol, hydrogen peroxide, soap, germicide)
- Cotton Balls
- Emergency blanket
- First Aid Manuel
- Gauze pads and rolls
- Hydrocortisone ointment
- Instant cold presses
- Nonlatex gloves
- Laxative
- Moist towelettes
- Needle and safety pins
- Petroleum Jelly
- Scissors
- Sunscreen
- Thermometer
- Tongue depressors
- Triangular bandages
- Tweezers

*Don't hesitate to call 911 with questions.*

Sincerely;  
  
David Van Horn 304-679-7281