

To: Village Board, All Committee Members, and Others  
From: Jen Keller, Village Administrator  
Date: July 1, 2022  
Re: Weekly Update



### **Police Department**

The IT services provider for the Village installed a new office computer in the squad room, which will increase efficiencies with the capacity for up to two (2) officers to type reports simultaneously. The additional computer and related infrastructure were purchased with grant funding awarded to JPD by the State of Wisconsin. Staff also connected a large display monitor in the squad room to display a dispatch screen, so that Staff can monitor incidents in real time. In addition, Staff from JPD, JFD and Administration were trained by AVI to utilize the displays, microphones, and speakers in the Village Board Room and the JPD and JFD training rooms.

This week, JPD received a generous donation of children's books from REACH-a-Child for the National Night Out event. REACH-a-Child has been donating books annually for this event, in addition to providing books that are kept in the squad cars and handed out to children during calls for service. JPD has also received several community donations to support National Night Out, which is Tuesday, August 2<sup>nd</sup>, at Hickory Lane Park from 5:00 PM – 8:00 PM. Mark your calendars, as this event is shaping up to be even bigger and better than last year's!

### **Fire Department**

Last week, Jackson Fire and EMS personnel responded to 15 medical calls and four (4) fire calls, which included a call for mutual aid from West Bend, a fire alarm, a brush fire, and a crop fire. The crop fire was due to heat coming off a piece of machinery that started 15 round bales of hay on fire. Monday night's training consisted of EMS training, which focused on patient movement, heat and water emergencies, and pelvic fractures.

This week, Staff focused on grant writing, expense reports for recent awarded grants, and acquiring information for the Fire and EMS efficiency study underway with Public Administration Associates as the consultant is drafting the report within the next month for Village Board review in September. The DEA license for medication use was also renewed this week. Lastly, the Living Word Day Care visited the facility on Tuesday for a tour.

JFD asks that community members continue sharing information with anyone interested in part-time work, as staffing day-time hours has become challenging. The JFD part-time firefighter/paramedic position is still open for applications online. Applicants with Advanced EMT or higher, are encouraged to contact Chief Swaney for more information at (262) 677-3811 or visit the [Village jobs website](#) or the Jackson Fire Department Facebook page.

### **Parks and Recreation**

The Splash Pad Group policy that was started in 2021 has been working very well. Mondays have been busy with groups, and by following the policies in place, it is a much more enjoyable experience for our residents and other visitors. There are still dates open for private Splash Pad Parties. If you are interested, please call the JPR for details at (262) 677-9665 Ext. 102.

Volunteers are still needed for the Jackson Park Beer Garden on Thursday, July 14<sup>th</sup>, and Friday, July 15<sup>th</sup>. You can sign up to help in the kitchen or beer area with new, split shifts! Signing up is now online and super easy, just click on the link to Volunteer for the Beer Garden [HERE](#).

### **Building Inspection**

Building plans were submitted for another new home in the Cobblestone Meadows subdivision. Interior rough inspections were completed this week on the new HDI Wholesale building. It will now move into the finishing phase. Interior rough inspections were also completed on the Morning Star Lutheran School addition. Inspection volume has remained strong over the last several weeks.

### **Public Works**

The Street and Parks Department Crew completed mowing, ballfield prep, equipment maintenance, and spraying of weeds. The Hickory Lane Park baseball diamond is being prepared for the T-ball league starting next week. Street tree planting will commence next week. On Tuesday, June 28<sup>th</sup>, the Pre-Construction Meeting for the Maple Fields Subdivision was held, with utility construction to start the week of July 11<sup>th</sup>.

The Jackson Water Utility Crew completed 180 Diggers Hotline locates in June. There are only 44 outstanding quarterly water and sewer bills, with eight (8) customers establishing payment plans, three (3) customers are vacant properties, and 33 have not paid their last quarterly billing from the Jackson Utilities. There is a total of 3,518 bills with overdue balances totaling \$11,842.96. This week, all quarterly water sampling was completed. Staff also continue to work on scheduling for the Main Street sewer lateral televising and meter changeout. The power converter was changed at Well #5, the PLC repaired at the Fair Park meter vault, and one of the booster pumps has a cracked housing.

The Wastewater Treatment Plant Crew televised another four (4) sanitary laterals this week. Also, lawn mowing has slowed, so painting was addressed at the plant. The Biosolids Land Management Plan was sent to the DNR for review and a virtual meeting was held this week with the DNR and Town & Country Engineering for review of the first four (4) chapters of the revised Facility Plan.

### **Administration**

Staff dedicated time this week to reviewing proposals from three (3) vendors interested in assisting the Village with a website redesign. It is the goal to have a proposal brought before the Village Board in September or October, and the update to be completed in the first quarter of 2023. Also, this week, the PE-300 - TIF Annual Reports were submitted to the WI Department of Revenue. The reports are required for all active TIDs, which includes TID #4, TID #5, TID #6 and TID #7 in the Village of Jackson. The 2023 WRS (Wisconsin Retirement System) rates have been released. The rates increased from 13% to 13.6% for general employees and increased from 18.54% to 20.02% for protective with Social Security employees. Lastly, property owners are reminded the final installment for property taxes is due by July 31<sup>st</sup>. Payment must be made to the Washington County Treasurer.

## **FOURTH OF JULY HOLIDAY HOURS**

Jackson Community Center (Hickory Lane): Closed on Saturday, July 2<sup>nd</sup>, and Monday, July 4<sup>th</sup>. JCC is open on Sunday, July 3<sup>rd</sup>, for the Kettlebrook Church Service only.

Jackson Municipal Complex (STH 60): Offices Closed Monday, July 4<sup>th</sup>

Jackson Department of Public Works (Eagle Drive): Offices Closed Monday, July 4<sup>th</sup>