

To: Village Board, All Committee Members, and Others  
From: Jen Keller, Village Administrator  
Date: June 17, 2022  
Re: Weekly Update



### **Police Department**

Action in Jackson weekend was largely peaceful for the JPD, with the exception of two (2) arrests for operating while under the influence. On June 11<sup>th</sup> at 12:19 AM, a 41-year-old Menomonee Falls man was arrested for operating while under the influence and armed while intoxicated. On June 12<sup>th</sup> at 1:42 AM, a 49-year-old Jackson woman was arrested for operating while under the influence, and her passenger, a 51-year-old Jackson man, for felony bail jumping. Additionally on Saturday, several citations were issued during a traffic stop to an 18-year-old Ferryville man that claimed to be a “sovereign citizen” that had made his own driver’s license and failed to produce a valid license. Officers were also called to a local hotel twice for a 24-year-old Cedarburg man that was “preaching the gospel” and refused to leave. He was escorted from the property.

JPD Staff met with management at Sysco Foods this week to discuss emergency planning collaboration and to tour the facility. We are planning to provide training to Sysco supervisors and staff later this summer. In addition, Staff time was committed to auditing our response protocols for each of the schools within the Village in the event of an emergency.

A new policy has been implemented, which has been titled, “Handle with Care”. The new procedure enhances communication with Jackson schools to ensure JPD personnel are sharing information with guidance Staff, when appropriate. Under certain circumstances such as domestic violence, sudden deaths, neglect, etc., JPD will formally notify school staff that the child may need extra care or may be having difficulty following the incident. The purpose of this policy is to establish a program intended to address children in crisis, minimize trauma suffered by children, respond immediately to the needs of those children, and impact the long-term effects of trauma.

Annual certification documents have been submitted to the Department of Justice, Training and Standards Division. Each officer has completed the required 24 hours of in-service training, a firearms qualification course and an emergency vehicle operations course. Once the records are audited, JPD will be reimbursed \$160 per officer by the State.

### **Fire Department**

Last week, Jackson Fire and EMS personnel responded to 15 medical calls and four (4) fire calls, including a car fire, a fire alarm, a kitchen smoke alarm, and a structure fire. The car fire occurred at the intersection of CTH NN and Jackson Drive and no injuries were sustained by the motorists.

On Wednesday night JFD also responded to a structure fire on Townline Road in the Town of Polk. JFD requested assistance from: West Bend Fire Department, Newburg Fire Department, St. Lawrence Fire Company, Richfield Volunteer Fire Company, Hartford Fire and Rescue, Slinger Fire Department, Cedarburg Fire Department, Fillmore Fire Department, Germantown Fire Department, Kewaskum Fire Department, and Lifestar EMS Wisconsin.

Monday night’s training this week consisted of an officer meeting. Staff also provided several facility tours this week and spent time meeting with interested candidates for the Paid-On-Call positions. Lastly, 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. Those interested in the position can visit the [Village jobs website](#) and the Jackson Fire Department Facebook page for more information.

## **Parks and Recreation**

“Thank you” to the community and volunteers for all the help hosting another successful Action in Jackson weekend! Additional Parks and Recreation updates include that summer Tot Time started Monday and the JCC Hosted a Froedtert Hiring Event Tuesday. “Music with Madeline” voice lessons start at the JCC this Friday. Summer walking hours at the gym in JCC are Monday – Friday, between 7:30AM – 8:30AM, for residents interested in walking indoors this summer. The lending library and puzzle exchange are also open during building hours of operation.

The Washington County Convention and Visitors Bureau Annual Breakfast meeting was Thursday, June 16<sup>th</sup> at the Wisconsin Museum of Wisconsin Art. On Sunday, Kettlebrook Church will meet at the Hickory Lane Park Shelter to host a Father's Day service.

## **Building Inspection**

Permits and plans were submitted and issued for a new, single-family home on Scot Court. This is the last undeveloped lot in the Glen Brooke subdivision. Permits were also issued for a new home in the Laurel Springs Addition No. 1 subdivision. A total of 470 permits have been issued to date, which is slightly behind the record permit submittals for the same period in 2021.

## **Public Works**

The Street and Parks Department Crew worked Wednesday night into Thursday morning due to the heavy rains. High water signs were installed in various areas of the Village. Jackson Drive and Cedar Creek Road gravel shouldering washed out during the storm and will be reestablished. Trees damaged in the storm were trimmed, and some are scheduled to be removed. Jackson Park maintenance from “Action in Jackson” event, mowing, and ballfield prep and some of the items completed this week. The Splash Pad in Hickory Park passed the annual Washington County Health Department inspection. On Monday, June 20<sup>th</sup>, the summer schedule for curbside bag and brush starts. Yard Waste Site cards are available; please call Public Works Department at 262-677-0707 for more information.

The Jackson Water Utility Crew continued with locates and meter changeouts. If you have not paid your first quarter Water and Sewer bill, please do so as disconnection day is Tuesday, June 21<sup>st</sup>, for any delinquent accounts. Currently, 127 customers are at risk of disconnection. Also, this week, Staff continued inspections for the Main Street Utility Replacement Project.

The Wastewater Treatment Plant Crew continued addressing work orders and maintenance needs this week. Another 15 sanitary laterals were televised this week and a sewage pump was prepped for the ability to take on the increase in storm water from the storm on Wednesday night thru Thursday morning. Staff remained onsite to ensure continuity in plant operations during the severe weather.

Lastly, Cable Comm is working with Mid-West Fiber Network to replace the previously installed locating markers to ground level markers. Please call 262-677-0707 to let Staff know if any locating markers (tall and yellow) are not replaced. There are also landscaping corrections in progress for the same project called “Fiber to the Home”.

## **Administration**

This week, Treasurer Smith participated in an Equity and Community Engagement webinar, which provided information on how recipients can incorporate equity and community engagement into their SLFRF (State and Local Fiscal Recovery Funds) spending. She also attended a Metrics and Evaluation webinar which covered information and examples of how these items may be incorporated into SLFRF spending and reporting. Staff also received a draft of the 2021 Audit reports and will dedicate additional time to reviewing the reports prior to a presentation to the Village Board, which is tentatively scheduled for July’s monthly meeting. The PC-226 – Taxation District Summary Report was completed and submitted online to the WI Department of Revenue. The

report is required to be filed in even-numbered years to report all exempt organizations owning property in the Village of Jackson. Lastly, the final installment for property taxes is due by July 31<sup>st</sup>. Payment must be made to the Washington County Treasurer.

Additional time was spent this week reviewing June Plan Commission applications, Sysco agreements, and the 2022-2024 contract for IT services with Pros 4 Technology. Administrator Keller attended a Washington County Site and Redevelopment Committee meeting on Wednesday. Thursday, Staff met with the Village's insurance provider, Cities and Villages Mutual Insurance, to share more with them regarding HR functions of the Village. On Friday, Administrator Keller met with Staff from Ehler's to discuss a proposed TID 7 amendment, which will go before the Joint Review Board and Plan Commission on June 30<sup>th</sup>.



**OFFICE OF THE  
COUNTY  
TREASURER**

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**For Immediate Release**

**June 13, 2022**

**Washington County Treasurer Announces Final Property Tax Installment Due July 31**

West Bend WI – Washington County Treasurer Scott M. Henke today reminds Washington County taxpayers that the final installment for their property tax is due by July 31<sup>st</sup>. If your property is in Washington County, or you have delinquent taxes, you must pay the Washington County Treasurer Scott Henke, whose office offers several options for payment.

- Checks or money orders can be mailed to the Washington County Treasurer, 432 E. Washington St. West Bend, WI 53095. Make sure that your mail receives a U.S. postmark on or before July 31<sup>st</sup>. If you would like a return receipt mailed to you, please include a self-addressed stamped envelope with your payment.
- Pay in person by check, cash or money order at the Treasurer's Office, 432 E. Washington St. West Bend, WI. Treasurer's Office is open 8:00am – 4:30pm. Monday through Friday.
- Pay using an Credit card, Debit Card or e-check online at <https://www.washcowisco.gov/cms/one.aspx?pagelD=18609325>

It is important that property owners meet the July 31<sup>st</sup> deadline. If the deadline is missed the balance on your account will be considered delinquent and subject to interest and penalty of 1 ½ % per month retroactive to February 1, 2022 (10 ½%).

Those with any questions about paying property taxes may contact the Washington County Treasurer's Office at (262) 335-4324 or email Washington County Treasurer Scott Henke at [scott.henke@washcowisco.gov](mailto:scott.henke@washcowisco.gov)