

To: Village Board, All Committee Members, and Others
From: Jen Keller, Village Administrator
Date: June 24, 2022
Re: Weekly Update



Police Department

The Police and Fire Commission met on Wednesday to interview two (2) finalists for the police officer vacancy. The next step in the process is an in-depth background investigation on the top candidate. Sergeant Brinks attended a one-day course at Cities and Villages Mutual Insurance Company (CVMIC) titled “Internal Communication for Leaders”. This course is the first in a 12-part series that Sergeant Brinks has enrolled in to achieve the Emerging Leader Certification through CVMIC.

Last week’s heavy thunderstorms revealed a number of areas in the Municipal Complex that needed additional caulking/weatherstripping. Several sub-contractors were on-site this week to remediate those issues. Empower, our electrical sub-contractor, was also on site for several days adding additional circuits to the emergency generator.

Fire Department

Last week, Jackson Fire and EMS personnel responded to 17 medical calls and two (2) fire calls, which consisted of a structure fire and a two-vehicle accident. The structure fire was a total loss; the home was unoccupied, as there had been a fire in the home the previous day, which had rekindled. The fire is still under investigation.

Monday night’s training was moderated by representatives from CVMIC, who provided instruction for JFD Staff on the topics of anti-harassment and customer service skills. JFD would also like to congratulate Paid-on-Call Staff member Marcus Kranz and his wife, Sarah, who were married last weekend.

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

Jackson Festivals, Inc. would like to again say “thank you” to all the individuals and businesses that sponsored or volunteered at Action in Jackson. Community members are encouraged to “save the date” for 2023 Action in Jackson festivities, which will occur on June 9th and June 10th.

It’s been a busy week of programming and activity at the JCC, with Mad Science classes, tot programs, adult programs, and the Versiti Blood Drive. The Germantown Library held “Friday Fun” at the JCC on Friday. Lastly, volunteers are still needed to serve food and beverages at the upcoming Jackson Park Beer Garden on Thursday, July 14th and Friday, July 15th. Individuals able to help can sign up online [here](#).

Building Inspection

Staff participated in webinars related to recent changes in National Flood Insurance Program (NFIP) and related regulations. Interior rough inspections were completed on the HDI Wholesale building located on Caymus Court. Building steel erection began this week on the Elite Tool development, which is also on Caymus Court. Lastly, scanning and digitally saving large-format construction plans commenced this week.

Public Works

Monday, June 20th, was the first collection day for the summer curbside bag and brush pickup. The next curbside pickup week starts on Monday, July 18th. If Village residents do not wish to wait for pickup the week of July 18th, please bring yard waste to the Yard Waste Site at the Public Works building located at W194 N16660 Eagle Drive. Residents in need of a yard waste site access card can call Public Works at 262-677-0707 to learn how to obtain a card. The public access easement on the Glen Hill Drive rehabilitation project construction is complete and landscaping work will be addressed next. On Wednesday, the Village Streets Department received the new 5-yard patrol truck from Burke Truck.

The Jackson Water Utility disconnection day was Tuesday, June 21st. There are currently 27 customers disconnected and 100 other customers that were initially disconnected, but then connection was restored after they received aid or were placed on a payment plan. Wells #3 and #5 have experienced operational issues; parts have been ordered and Staff will work to keep both wells operating until the parts arrive for the necessary repairs to be completed.

The Wastewater Treatment Plant Staff televised 15 sanitary laterals this week, in an effort to identify leaks and make needed repairs to the sanitary laterals. Staff also continue to meet with DNR and Town & Country personnel regarding an updated Wastewater Plant Facility Plan.

Administration

On Tuesday, June 21st, the Village of Jackson received the final disbursement of \$376,806.80 from the ARPA Local Recovery Funding. Staff dedicated time reviewing the Draft 2021 Financial Statements, which will be presented to the Village Board by the Village Auditor in July. The final installment for property taxes is due by July 31st. Payment must be made to the [Washington County Treasurer](#).

Absentee ballots were mailed on Thursday for the August 9th Partisan Primary Election. If you have recently moved into the Village, moved from one home to another within the Village, changed your name, or are a new voter, you may register to vote online at <https://myvote.wi.gov/en-us/> or in person at the Clerk's Office located in the Administration Department at the Jackson Municipal Complex. You may also find your voter information, what's on the ballot, and sign up to vote absentee by mail at that link. Also, the annual Liquor Licensing report was filed with the Wisconsin Department of Revenue this week.