

To: Village Board, All Committee Members, and Others
From: Tiffany Washburn, Village Administrative Assistant
Date: October 1, 2021
Re: Weekly Update



Police Department

On Tuesday morning, an officer observed a vehicle travelling 103 m.p.h. in a 70 m.p.h. zone. The officer stopped the vehicle and immediately smelled the odor of raw marijuana. A search of the vehicle revealed individually packaged bags of marijuana, totaling just under 100 grams, and a digital scale. A 17-year-old West Bend man was taken into custody and charges referred for possession with intent to deliver marijuana and possession of drug paraphernalia. The driver was cited for speeding.

On Thursday, Chief Vossekuil attended the Cities and Villages Mutual Insurance Company (CVMIC) Law Enforcement roundtable training. Topics discussed included CVMIC legal resources when handling a critical incident, a review of the changes currently under consideration by the State of Wisconsin regarding the training of law enforcement when conducting high-risk traffic stops, and general updates.

This week, Lieutenant Fristed and Officer Krueger attended the ProPhoenix Conference. ProPhoenix is our records management software that includes modules for evidence management, records, and CAD (dispatch). Staff received updates on software enhancements and training on utilizing the system efficiently in the new building.

The Wisconsin Crime Information Bureau has notified us that we are being audited. Each Wisconsin law enforcement agency is audited every three (3) years, to ensure compliance with the strict regulations of the FBI's Criminal Justice Information Service (CJIS). We are working to complete this prior to our move to the Municipal Complex.

Fire Department

This week, JFD conducted 17 medical calls and one (1) fire call. The fire call was a fire alarm at Kettle Moraine Lutheran High School. Monday night training focused on EMS training. We reviewed airway adjuncts and medications for a variety of breathing problems. JFD's new command vehicle has arrived, after being on back-order for 18 months! We are currently working on installing the necessary equipment before putting it into service.

Fire Prevention Awareness has been in full force this week. JFD visited seven (7) local schools and daycares, seeing almost 600 students! We presented various topics relating to fire safety, including examples of emergencies, how and when to call 9-1-1, and what to do in the event of a house fire.

Last Saturday, six (6) members of the JFD traveled to the Wisconsin Firefighter Memorial in Wisconsin Rapids to perform ground and building maintenance. This memorial depends on volunteers to maintain the facility and keep it looking good for visitors from across the state.

Lastly, progress continues with the Municipal Complex project. There was an exciting development with the burn tower project this week. AHERN donated \$30,000 worth of equipment for our standpipe system, sprinkler system, and alarm panel. Also, Sprinkler Fitters Local 183 had their apprentices install the equipment at no charge. This is a *huge* savings for our community! A special "thank you" to Lieutenant Jason Gonzalez for all his hard work coordinating the burn tower project donations.

Parks and Recreation

On Thursday, Staff met to finalize the events and programs for the 2021-2022 Fall/Winter Activity Guide, which will be available online next week. The date for the 18th Annual Ghoul Gala has been changed to Friday, October 29th. The Jackson Trick or Treat will be Sunday, October 31 from 5:30 PM - 7:30 PM. There will **not** be a “Kids Rummage” this year. Our team is in the process of creating a Jackson Tree Lighting Event that will take its place in December. More details coming soon!

Lastly, the Jackson Fire Department visited our 4K classrooms to teach fire safety. THANK YOU, JFD!

Public Works

The Jackson Water Utility continues with Digger Hotline locates, valve exercising, and hydrant maintenance. We hope to have all maintenance done prior to the water main flushing which begins the week of October 18th. Large meter testing is being completed and well meters have been ordered for replacement at Wells 4 and 6. We also hosted a Wisconsin Rural Water Association training on Tuesday, September 28th. The topics discussed were cross connection inspection and pump house operations.

The Street and Parks Department crew removed the west ballfield in Jackson Park, which is no longer used. Vehicle maintenance and other preparations are underway for the 2021 Fall bag pickup and brush chipping which starts Monday, October 4th. Repairs were also completed on the Village-owned streetlights at the park-n-ride.

September 30th was the last day of the year that the sewage effluent needed to be chlorinated at the Wastewater Treatment Plant. Safety inspection of all harnesses was completed this week.

The Willow Ridge Drive Reconstruction Project began with the installation of curb and gutter this week and sidewalk installation is scheduled for next week. The Coffee Connection Trail Project continues with path grading and stone base installation. “Congratulations” to HDI Wholesale, who hosted a groundbreaking ceremony on Friday, October 1st, in TIF #6 Northwest Business Park. HDI Wholesale is a women-owned business and is the first of many businesses to come to Caymus Court.

Building Inspection

Final inspections continued this week at the Municipal Complex. The Fire Department Apparatus Bay and Fire Tower are the only remaining items to be inspected. Foundation work has begun on the two-family condominium development at Laurel Springs Villas at the northwest corner of Jackson Drive/Cedar Creek Road. Groundbreaking Ceremonies for the new 70,000 sq. ft. HDI Wholesale building on Caymus Court are scheduled for Friday, October 1st, at 10:00AM.

Clerk

On Wednesday, Staff participated in a Wisconsin Elections Commission (WEC) webinar regarding Clerk election processes. The ImageCast Evolution (ICE) voting machines were taken to Washington County for annual maintenance.

Treasurer

2022 Open Enrollment information will be sent out to all eligible employees. 2022 Open Enrollment runs from September 27th – October 22nd. Any changes, additions, or deletions need to be submitted to Treasurer Smith’s office before the October 22nd deadline. Work continues with the 2020 Audit and the 2022 budget. The Village will be hosting a Flu Shot Clinic in the Village Hall located at N168W20733 Main Street for employees and their spouses on Tuesday, October 19th.

Administrator

Administrator Keller and Parks and Recreation Director Valentino attended the CVMIC Annual Meeting in Sheboygan. Topics discussed included insurance renewal updates, 2022 trainings, and programming.

*OPEN
HOUSE*



Please join us for an OPEN HOUSE!

Village of Jackson Municipal Complex

N168 W19851 Main Street

Tuesday, October 5th, 2021

2:30 PM — 3:00 PM Building Dedication

3:00 PM—5:00 PM Open House

Please join the Village of Jackson Board of Trustees, Staff, and members of the Community to celebrate and tour the final construction of the Village of Jackson Municipal Complex. The Municipal Complex will include the Village Administrative Offices, the Village Police Department, and the Village Fire Department. If you have any questions, please call 262-677-9001.

Map and Parking Information



Visitor parking will be available on site, in the parking lots located to the East and South sides of the facility. Street parking will also be permitted along both sides of Ridgeway Drive and Spruce Street, as shown in **YELLOW** on the image to the left. Visitors will not be permitted to park along Main Street / STH 60, as shown in **RED** on the image to the left.