

To: Village Board, All Committee Members, and Others
From: Jen Keller, Administrator
Date: April 16, 2021
Re: Weekly Update



Police Department

The week of April 11th – 17th is National Public Safety Telecommunicators Week. The Washington County Sheriff's Office maintains a 24-hour dispatch center that serves the Village of Jackson. We are grateful for these trained professionals that answer JPD 911 calls, dispatch officers to calls, and ensure our Staff have adequate backup. Chief Vossekul, along with Chief Bishop of Kewaskum and Chief Schmidt of Slinger visited the dispatch center this week and brought gifts of appreciation to the dispatch Staff.

This week JPD completed a portion of required annual training. Officers received firearms training that focused on proficiency with our handguns. In addition, Staff has been working on annual bloodborne pathogens training.

Fire Department

This week JFD responded to 21 medical calls, 20 inspections and 3 fire calls which included two (2) alarms and a gas leak. The gas leak was caused by a vehicle that ran into a gas meter.

Training this week consisted of an officer meeting at the Municipal Complex to tour the facility and to discuss Departmental procedures. JFD provided CPR training to recertify all employees of Town and Country Dental. This week, JFD also conducted tornado drills for several schools and are in the process of updating emergency plans for these schools. Lastly, repairs have been made to a damaged garage door that had a spring break and caused the door to malfunction. As of last night, another garage door broke, and will be repaired promptly.

Parks and Recreation

Wednesday Parks and Recreation Staff and DPW Staff met at the Community Center for CVMIC's Keeping Kids Safe: Conducting Proper Playground Safety Inspections Webinar. Also on Wednesday, Staff attended the WPRA virtual membership meeting, with presentations from WPRA Silver Star Award winners.

Thursday Staff attended the WPRA virtual Region 2 meeting with BCI Burke presenting Musical Playgrounds: Inclusive Learning and Play. Staff are also working with Senior Card club leaders to establish a COVID plan so they may return to play at JACC starting June 1st. Also, on Thursday the 4K and Time for Tots classrooms conducted a Tornado drill in conjunction with the state-wide Tornado Drill. Congratulations to Amanda Aleithe, from the 4K team at JACC for receiving the Queen Bee recognition from the WBSD for next week!

Park and Recreation Staff are looking for volunteers to help the West Bend School District with lunch distribution and traffic control at JACC every Monday from 11:00 AM – 12:30 PM, beginning June 7th, 2021, through August 23rd, 2021. Please contact Jessica at 262-677-9665 or via email at jessica.loomans@villageofjackson.com if you are able to help.

Public Works

The Jackson Water Utility has nearly completed the 2021 meter change outs with remaining work for properties on Lea Fon Circle and Eagle Wood Apartments. Jackson Water Utility hosted Wisconsin Rural Water Association class on Tuesday, April 13th. First quarter bulk water sales were \$8,496.60, which was a busy first quarter. The water meters have now been installed in the new Municipal Complex. Flushing the entire water system will begin on Monday, April 19th and will be completed by Friday, April 23rd.

The Street and Parks Department Crew installed 25 MPH speed limit signs on Jackson Drive north of Cedar Creek Road to better define the speed limits to motorists. The Spring Cleanup Day will be Saturday, April 24th from 9:00 AM to Noon at the Public Works Yard. The Yard Waste Site is now open for the season. Stop by at

the Public Works Office at W194 N16660 Eagle Drive between 7:30 AM to 4:00 PM to get an access card for the site. Other items completed were stump grinding, cold patching, shouldering, and prepping the Jackson Park Concession Stand for the season.

At the WWTP, 21 sewer lateral inspections were televised this week along with meter changeouts. The first phase of the Phosphorus Pilot Study has been completed and Staff are working on the next phase with Town & Country Engineering. The Jackson Sewer Utility along with CDM Smith has applied for a DNR stormwater management grant for road reconstruction of Hickory Lane from Eagle Drive south to Forest View Drive.

On Monday, April 12th WisDOT held another planning meeting with Village Staff for the 2024 STH 60 Resurfacing Project from CTH P to Eagle Drive. Watch for future information, a PIM (Public Information Meeting) is being scheduled for late 2021 or early 2022.

Building Inspection

Building plans and permits were submitted this week for the first four (4) homes to be constructed in the new Morning Meadows Subdivision. Building plans and permits were submitted for a new modular home to be constructed on the vacant lot at W220 N17011 Jackson Drive. Final inspections were completed on Building #4 at Rosewood Apartments. Occupancy is expected to be granted next week once all corrections have been made. Final inspections were completed on two (2) additional homes in the Laurel Springs Addition No. 1 Subdivision. Occupancies are anticipated to be issued next week. A total of 41 permits were issued this week.

Clerk

On Tuesday, Staff attended the Wisconsin Elections Commission webinar on Spring WisVote Election Processes. Letters were mailed to residents who have signed up as an Indefinitely Confined voter but did not return the absentee ballot for the Spring Election. Lastly, Alcohol, Operator and Cigarette Licenses expire on June 30th. Letters and renewal information were mailed out to licensed establishments on Wednesday.

Treasurer

Treasurer Smith and Administrator Keller attended Ehlers Virtual WI Public Finance “Making the Most of Public Funds: Investment Fundamentals” session on Wednesday, April 14th. This week, the Village received a check from Washington County for the April Lottery Settlement in the amount of \$118,999.02 and also the annual payment in lieu of tax for lands owned by the Department of Natural Resources in the amount of \$48.53 for the 2.05 acres of DNR land located in the Village.

Administrator

On Monday, Staff attended a virtual meeting facilitated by WisDOT officials regarding the 2024 STH 60 resurfacing project. Improvements included in the project scope include milling and paving the road and installing new traffic signals at Industrial Drive and Jackson Drive. There will also be repairs to sidewalk ramps throughout the project. Friday, Administrator Keller attended a League of Wisconsin Municipalities virtual meeting discussing funding from HR1319 American Rescue Plan Act of 2021.