

To: Village Board, All Committee Members, and Others
From: Jen Keller, Administrator
Date: April 23, 2021
Re: Weekly Update



Police Department

The Jackson Police Department (JPD) in cooperation with the Department of Justice and the Drug Enforcement Agency will participate in National Prescription Drug Take Back Day on Saturday, April 24th from 9 AM to 12 PM at JPD. The collection will take place at JPD located at N168 W20733 Main Street near the garage.

Acceptable Items: Prescription (controlled and non-controlled) and over-the-counter medications, ointments, patches, inhalers, non-aerosol sprays, creams, vials and pet medications. Please note, liquids will be accepted during this initiative. However, the liquids, creams and sprays must be in their original packaging. Liquids without the original packaging will not be accepted.

Unacceptable Items: Illegal drugs, needles/sharps, acids, aerosol cans, bio-hazardous materials (anything containing a bodily fluid or blood), personal care products (shampoo, soaps, lotions, sunscreens), household hazardous waste (paint, pesticides, oil, gas), mercury thermometers.

JPD encourages citizens to simply pull their vehicles up and an officer will assist with safely disposing of eligible items. There will be no questions asked and participants may dispose of solid, non-liquid medication(s) by removing the medication from its container and disposing of it directly into a disposal box or into a clear plastic bag. Blister packages without the medications being removed are acceptable. Staff from Elevate, Inc. will be assisting us with this event and providing drug lock boxes, deactivation bags, and lock bags free of charge.

Fire Department

Last week, JFD responded to 20 medical calls, 44 inspections and four (4) fire calls. One of the calls was a balcony fire which started in a planters box. Another call was an extrication of an individual caught between a powered palet jack and a railing. A third call was for a carbon monoxide concern from a gas furnace. A fourth fire call was for a mass vehicle incident which occurred on Hwy 41 between Cedar Creek Road and 144. There were a total of four (4) live incidents taking place on this stretch of roadway. Seven (7) people were transported to the hospital on this portion of the incident. Great team effort was performed by all responding agencies.

Weekly training included hose testing of approximately 4000 feet of hose. There is also a new recruit joining JFD. We would like to welcome Matthew Grevenow, Matt currently serves as an RN and will be a great asset to the Department.

Parks and Recreation

Help the JPR “Celebrate the Return of Summer” with 2021 Summer Activity Guide! Check out the return your favorite events and programs. The guide will be published online with registration open by Friday, April 30th.

The 39th Annual Jackson Village Rummage sale will be held on May 15th. You can register your address for the virtual map online [here](#). Registration will also be available at JACC and the Jackson Travel Center from April 26th to May 9th. Thank you to the Kruepke family and the Jackson Travel Center for all the advertising and hard work you put into this event!

Join us for the American Red Cross Blood Drive at the Community Center, Wednesday, May 26th from 2PM – 6 PM. To make an appointment please call 1-800-RED-CROSS or visit redcrossblood.org and enter sponsor code “jackson”.

Park Shelter rentals for the three (3) shelters in Jackson Park and one (1) shelter in Hickory Lane Park are available for rent for the summer months. Dates are filling up quickly. If you are interested in renting a shelter download the rental application [here](#). To receive a rental permit, the rental application with rental fee and security deposit shall be returned to JACC for review and approval. Please contact Jessica at 262-677-9665 or via email at parkrec@villageofjackson.com with any rental questions.

Public Works

The Jackson Water Utility is in the process of flushing the entire water system. The flushing operation paused on Thursday to sufficiently repair a water main break on Georgetown Drive. Another leak was later discovered by a hydrant, so parts are being ordered to repair next week. Customers will be notified when the repair will occur.

The Street and Parks Department collected bags and brush this week with fully operational curbside collection beginning Monday, April 26th. The Spring Cleanup Day will be Saturday, April 24th from 9:00 AM to Noon at the Public Works Yard. Other items completed this week include tree plantings and mowing.

At the WWTP, the crew cleaned grease pits and septage receiving tanks. Staff also unplugged the Jackson Park bathroom that was vandalized with paper toweling shoved down the toilets. Finally, sludge hauling has been completed for the Spring season with 800,050 gallons or 10 ft of sludge removed from the blue tank.

Building Inspection

Occupancy was granted after a final inspection was completed on Building #4 at Premier Rosewood Jackson Apartments. Occupancy was also issued after final inspections were completed on two (2) new homes in the Laurel Springs Addition No. 1 Subdivision. Permits were issued for a new single-family in the Cobblestone Meadows subdivision.

Ken Staehler has agreed to provide limited inspection services for the Village. Ken will work one (1) day per week and will also provide assistance when needed. Ken is a Master Electrician and former Municipal Inspector, currently working several days a week as a consultant. We feel very fortunate that Ken is willing to assist the Inspection Department and are happy to welcome him back to the Jackson area.

Clerk

The April 6th Spring Election has been reconciled, election results have been entered into Wis Vote and the Spring Election has been closed out. On Wednesday, Staff attended a Metro Municipal Clerks Association Zoom meeting regarding Time Management presented by CVMIC.

Treasurer

Treasurer Smith completed and submitted the following reports: Form SL-203 - 2021 Expenditure Restraint Budget Worksheet, Form SL-304 – 2020 Room Tax Report to the WI DOR, Worksheet E-4 - 2021 Annual Survey of Public Employment & Payroll to the U.S. Census Bureau, ST-12 Wisconsin Sales and Use Tax Return to the WI DOR, quarterly 941's for 2021 to the IRS, and Unemployment Insurance to WI DWD. The first quarter billing/invoicing for Bulk Water Usage and Recycling was completed. Finally, the Village received the March 2021 Parking Permit Fees for the Green Valley Manufactured Home Community in the amount of \$8,694.25. As of March 2021, there were 370 occupied units.

Administrator

On Wednesday, Administrator Keller hosted the monthly WCMA Region 6 virtual meeting. Thursday, Washington County Executive Schoemann provided a State of the County Address, which is available to view on [YouTube](#).