

To: Village Board, All Committee Members, and Others
From: Jen Keller, Village Administrator
Date: December 3, 2021
Re: Weekly Update



Police Department

After the Police and Fire Commission interviewed several candidates in November, a conditional offer of employment was extended and accepted by the selected candidate. The next steps in the hiring process include psychological and medical testing to ensure suitability for law enforcement. Once that's successfully completed, a start date will be scheduled, and field training will commence.

Officer Gerke and Lieutenant Fristed volunteered their time at the Washington County "Shop with Cops" event on Monday. Organized by the Fraternal Order of Police Kettle Moraine Lodge #10, this event was a great opportunity to assist those in need and strengthen the relationship between police officers and the youth in our community.

Fire Department

This week, JFD responded to 20 medical calls and two (2) fire calls, which included a fire alarm at the Jackson Elementary School and a carbon monoxide alarm in the Town of Jackson.

Monday night training consisted of aerial ladder training. JFD members were challenged with set points for positioning the ladder, which is a great way to grow technical skills to ensure consistent and accurate control of the ladder. Lastly, the Jackson Fire Department thoroughly cleaned and turned over the old fire station on Jackson Drive to the West Bend School District, the owners of the facility. JFD thanks the School District for sharing this space with the Village, and wishes them well with their future use of the building!

Parks and Recreation

The deadline for pre-ordering your personalized Christmas Ornaments for the Village Christmas Tree is Friday, December 3rd. Purchased Christmas tree ornaments will be available for pick-up at the Tree Lighting Event on Friday, December 10th. Maps for the Decorated Holiday Houses will be available at the Tree Lighting Event as well, so you can continue the Christmas fun with a nice drive after the Tree Lighting. "Thank you" to the Village Board and Staff, Jackson Early Learners, the Jackson Elementary Jingers, Kettlebrook Church, Morning Star Luther Church, Kettle Moraine Lutheran School, and Santa for contributing to the event!

This week, Operations Manager Jessica Loomans attended the Wisconsin Parks and Recreation Leadership Academy in Oshkosh, where she graduated with her second-year certificate. Great Job, Jessica! Director Kelly Valentino will be there Thursday as President of the WPRA Foundation, the organization sponsoring the Academy. Lastly, "thank you" to Scout Troop #765 for providing a beautiful and much appreciated wreath to the Jackson Community Center.

Building Inspection

Several homes in the Morning Meadows Subdivision have transitioned from general framing work interior with a number of them past the insulation phase. Foundation work was completed Wednesday on the HDI Wholesale building. This project, as well as the Genoa Healthcare project, will remain quiet for several weeks, as the contractor waits for pre-cast walls to be assembled. Delivery is anticipated for January/February of 2022. The new home at 3261 Creekwood Circle is now in the interior trim and finishing phase. Permit volume has reached the third highest level in 20 years.

Public Works

The Street and Parks Department Crew has completed fall bag pick-up and curbside brush chipping programs. Yard Waste Site access cards are still available and can be obtained by calling or visiting the Public Works Office at (262) 677-0707 or at W194 N16660 Eagle Drive. These cards will provide any resident access to the yard and are not deactivated until a resident moves out of the Village. The Yard Waste Drop-off Site, previously scheduled to close on December 1st, will remain open over the weekend (December 4th and 5th) and will be officially closed for the winter starting on Monday, December 6th, 2021. Also this week, winterization efforts continued. The Christmas decorations were installed by the crew along Main Street. The soccer nets are down, and all Parks have been winterized. Lastly, the Coffee Connection Trail Project continues with concrete, landscaping, and signage being completed.

The Jackson Water Utility had many Diggers Hotline locates this week. The crew started investigating the valves and curb stops along STH 60 for the resurfacing project scheduled for 2022. Final projects this week included inspections and winterizations of all well house sites.

At the Wastewater Treatment Plant, the crew started the Facilities Plan Study with Town & Country Engineering, Inc. The Willow Ridge Drive sanitary sewer line was jetted and televised this week. Staff found debris in the pipe, which was a result of the reconstruction project.

Administration

Staff participated in a three-day Gubernatorial Election Academy presented by UW-Green Bay. Political party lists of Election Inspectors for the 2022-2023 term were received from the Democratic and Republican parties by the due date of November 30th. If you are interested in becoming an Election Inspector for the next term, please contact Clerk Jilline Dobratz as soon as possible at 262-677-9001 Ext. 213 or via email at jilline.dobratz@villageofjackson.com.

As a reminder, dog and cat licenses for 2022 are now available at the Administration Office located at the Municipal Complex. Dog licenses are \$10 for spayed/neutered and \$15 for unaltered. Cat licenses are \$7 for spayed/neutered and \$10 for unaltered. A copy of the animal's current rabies certificate is required for issuance of the license.



Village of Jackson Christmas Tree Lighting

Friday, December 10th
5:30pm to 7pm
Municipal Complex

Join us for an evening of Christmas Spirit and Joy! We will have hot cocoa and cookies, SANTA with photo opportunities, Letters to Santa and Custom Ornaments available for purchase.

Christmas Carol Performances By:
JPR/WBSD Early Learners, Jackson Elementary Jingers, Kettlebrook Singers and Morning Star Church.

*The Giant Tree will be lit promptly at 5:30pm followed by caroling and fun!
Holiday House Decorating Contest Maps will be available for families to take a post tree light drive!*

ORDER YOUR CUSTOMIZED FAMILY ORNAMENT FOR THE VILLAGE TREE TODAY!

Ornaments are \$20.00 and Benefit the Jackson Parks & Recreation Department.

ORNAMENT ORDER DETAILS:

Last Day To Pre-Order For Tree Placement: Friday, December 3
(Ornaments Will Be Available for Customization at the event.)

Pick-up Dates For Your Ornament:
What Goes On The Ornament:

December 21 & 22 at JCC
Date, Your Family Name, and Family Members. No limit to names, however, the more names the smaller the print.



Scan Me to Order

Click On The QR Code Above To Order Yours!

Special Thanks to Deb Zeinert, Calligraphy Artist and JPR Instructor

**QUESTIONS: PLEASE CONTACT THE JACKSON PARK & REC.
(262) 677-9665 x102 or parkrec@villageofjackson.com**



Taking the lead in Washington County.

APPLICATION FOR DOG LICENSE

Dog Licenses are due January 1. All dogs over the age of 5 months must be licensed annually. If your dog is not licensed by April 1, a \$10.00 late penalty (per dog) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Dog License No. _____ Date ___/___/20___
Leave blank

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Email Address _____

Name of Dog _____ Color _____ Breed _____

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application.

- Male \$15.00 Female \$15.00
- Neutered \$10.00 Spayed \$10.00
- Late Fee \$10.00, After March 31st**

Vet's Name: _____

OWNER'S SIGNATURE: _____

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168 W19851 Main Street.

(If mailing or placing in the drop box, please provide a self-addressed stamped envelope.)

RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and sign if applicable:

Due to the disposition checked below, a dog license is not required by listed owner, for the dog described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Dog _____ Phone _____
Last First

Address _____

Name of Dog _____ Color _____ Breed _____

SIGNATURE: _____

N168 W19851
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Mailing Address:
P.O. Box 637

www.villageofjackson.com



Taking the lead in Washington County.

APPLICATION FOR CAT LICENSE

Cat Licenses are due January 1. All cats over the age of 5 months must be licensed annually. If your cat is not licensed by April 1, a \$10.00 late penalty (per cat) will be added to the regular license fees. In addition, a citation could be issued to you by the Police Department for failure to license your pet. Proof of rabies vaccine showing the name of the veterinarian, vaccination manufacturer, vaccination serial number and vaccination expiration date is required before a license can be issued, per state statutes.

Please make checks payable to the VILLAGE OF JACKSON.

Cat License No. _____ Date ___/___/20___
Leave blank

Name-Owner/Keeper
of Cat _____ Phone _____
Last First

Address _____

Email Address _____

Name of Cat _____ Color _____ Breed _____

State law requires proof of updated rabies shot before a license can be issued. A copy of the rabies certificate is required with this application. Male \$10.00 Female \$10.00
 Neutered \$7.00 Spayed \$7.00
 Late Fee \$10.00, After March 31st

Vet's Name: _____

OWNER'S SIGNATURE: _____

A license may be purchased at the Jackson Municipal Complex in the Administration Office, by mail or by placing the application and rabies certificate in the drop box located at N168 W19851 Main Street.

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RETURN TO THE VILLAGE OF JACKSON CLERK

Please fill out and sign if applicable:

Due to the disposition checked below, a cat license is not required by listed owner, for the cat described below, because: () Deceased () Sold or Given to:

Name-Owner/Keeper
of Cat _____ Phone _____
Last First

Address _____

Name of Cat _____ Color _____ Breed _____

SIGNATURE: _____

N168 W19851
Main Street
Jackson, WI 53037
Phone: 262-677-9001
Fax: 262-677-1710

Mailing Address:
P.O. Box 637

www.villageofjackson.com