

To: Village Board, All Committee Members, and Others
From: Jen Keller, Administrator
Date: January 8, 2021
Re: Weekly Update



Police Department

Staff met with the Administration of Living Word Lutheran High School this week. We discussed safety planning and opportunities for the Jackson Police Department (JPD) to support Living Word. A tour has been scheduled for the Department to gain a better understanding of the layout of the high school campus, as well as the Living Word Lutheran Day Care facility. On January 1, 2021, the entire Living Word campus was attached to the Village of Jackson and will now receive law enforcement services from JPD.

The Jackson Police Department will again be the lead agency for the Washington County Traffic Grant Taskforce in 2021. Lt. Fristed applied for and received a grant in the amount of \$20,000 for a seatbelt enforcement grant from the Wisconsin Department of Transportation. To utilize these funds most effectively, JPD has formed a taskforce with both the Germantown and Slinger Police Departments, and the Washington County Sheriff's Office.

Several JPD officers received the Moderna COVID-19 vaccine this week at the Jackson Fire Department. The remaining members of the Department will have an opportunity to receive the vaccine in the near future according to the Washington/Ozaukee County Health Department.

2020 was a challenging year for many, and our Department was no exception. In the interests of transparency, we publish a monthly list of activity on our Facebook page. Those monthly reports are also archived and available at <https://jacksonpolice.org/index.php/activity-reports/>. In total, JPD finished the year with 4,916 calls for service, 548.5 hours of Staff training completed, and 221 responses to requests for public records.

Fire Department

Over the last week, the Jackson Fire Department had 13 medical calls and four (4) fire calls. Of those four (4) fire calls, one (1) was a Chicken Coop fire which started from a heat lamp, one (1) fire call was due to a water heater which experienced electrical issues, one (1) fire call was an oven fire due to burnt food, and the final fire call was a structure fire in a large garage.

On January 2nd, 2021 at 11:02 a.m. the Jackson Fire Dept was dispatched to a shed fire in the 1800 block of Western Ave in the Town of Jackson. Heavy smoke and fire were reported by first arriving unit. Because the fire was in a rural area, water had to be shuttled in by tender water trucks. The fire is still under investigation and the total cost has yet to be determined. The shed had vehicles and other items within the structure. The following departments assisted the JFD on the call: Germantown Fire Dept, Richfield Fire Department, Slinger Fire Department, West Bend Fire Department, Cedarberg Fire Department, Hartford Fire Department, and Newburg Fire Department.

Two (2) new members were added to the Jackson Fire Department and have begun the Recruitment Academy – an eight (8) week course aimed at education and orientation to the Jackson Fire Department. After completion of the Recruitment Academy, the new members will begin EMT school in the springtime.

Three (3) recent recruits, Vicky Obst, Sam Budnik, and Matt MacRae, completed EMT Basic training and finished their National Registry. These three (3) individuals have worked extremely hard and are certified to start running the ambulance. Congratulations to Vicky, Sam, and Matt!

Last, the Jackson Fire Department would like to congratulate Assistant Chief Hafemiester on his retirement, effective January 3rd, after 40 years of fire service and 30 years of service with the JFD. During his last weekend with the Jackson Fire Department, Assistant Chief Hafemeister (AC) ran the January 2nd call as the Incident Commander (IC). Having AC run this incident as the IC was a great ending to his career. There are not enough ways that we can thank him for his 30 years with the JFD. Congratulations on your retirement Chief! You will be greatly missed.

Joint Parks and Recreation

The Visit Washington County Board met on Thursday to review the Strategic Plan draft which will incorporate all Washington County communities.

There is still room in the afternoon 3K-Time for Tots class for children 3-5 years old. If you are interested in registering for this amazing class, call the Community Center at (262) 677-9665. Session 2 started Thursday and will resume on Tuesday and Thursday of next week.

Open Gym will now take place weekly on Fridays from 5 p.m. - 7 p.m. Those interested in visiting during the Open Gym hours are reminded that face masks are required and there is a limit of 50 individuals able to use the Gym at one time. Cost to participate is \$3.00 per resident, \$5.00 per non-resident, or admission is free with a Jackson Area Community Center (JACC) Fitness membership.

Upcoming opportunities for JACC include Adult Co-Ed Volleyball beginning on Wednesday evening, and the monthly Hunger Task Force "Stockbox" which is available to those 60 years of age and older who are in need of a box of groceries. Those interested in more information may contact Renee at (262) 677-9665 ext.104. Information gathered is confidential and there is no cost to participate.

Staff are happy to report that the number of registrations for programs beginning in 2021 has significantly increased compared to registrations at the end of the 2020 calendar year. It is recommended that interested community members register early for programming due to temporarily lowered facility capacity.

Finally, the 2021 Virtual Parent Information Night will take place on Thursday, January 14th at 6 p.m. and will include a general program overview, followed by question/answer sessions from each partner site. Links to join the event will be available Monday, January 11th.

Building Inspection

Permit submittals continued to be minimal throughout the week. Inspection volume remained fairly busy as larger projects continue throughout homes in the Village. The Municipal Complex project saw the following milestones this week: (1) Pre-pour inspections were completed in Building A (Police Dept. Garage & Sally Port Areas). Concrete was placed Thursday morning. (2) The electrical service was inspected and approved for connection to the building. (3) Roofing work continues in Building E (Fire Dept. Apparatus Bay) and should be completed in the near future. In terms of new residential construction in the Village, Permits were issued for the re-construction of the 4-Family apartment building on Georgetown Drive. Staff also have received the Plans and Permit Applications for a single-family home in Laurel Springs II Subdivision.

Public Works

The Jackson Water Utility would like to thank Dan Rathke, Water Supervisor, for 31 years of service to the Village and the Jackson Water Utility. Dan's last day of service is Friday, January 8, 2021. Staff send their blessings to Dan on his next endeavor.

Staff has also been installing water meters for buildings number 3 and 4 in the Rosewood Lane Premier Development. The fourth quarter meter reading had only 11 meters not registering. Two (2) issues included a radio missing from the outside of the house, and another issue stemmed from a meter which was installed backwards. The bulk water station had \$4,881.02 in revenue for the fourth quarter.

The Street and Parks Department crew has increased the frequency of cleaning buildings as has the Waste Water Treatment Plant (WWTP). This month has also included new snow plowing operations in the neighborhoods which were recently attached to the Village. As a reminder, Christmas tree pickup continues for several more weeks. Residents are encouraged to leave their trees out at the curb and Staff will be vigilant of these while out conducting work throughout the Village. Motorists are advised that tree removal efforts will be underway on Jackson Drive north of Crestview Drive to remove an Oak Tree on Monday, January 11th starting at 8:30 a.m.

Lastly, the Village of Jackson has qualified and was approved for Tree City USA award. An award the Village has retained for 26 years.

Treasurer

Tax bill payments continue to be received and processed. First installments of tax payments are due on or before January 31st. The January tax settlement was sent to the Washington County Treasurer's Office this week. Settlement checks will be issued early next week to the taxing jurisdictions. The Village received the 1st Quarter 2021 General Transportation Aid (GTA) payment in the amount of \$78,651.54.

Clerk

There will be a Spring Primary Election on February 16th for State Superintendent of Public Instruction. Certification of Nomination for Village President and Village Trustee position for the April 6th Spring Election was submitted to the County Clerk on Thursday. The order in which the Candidates for Village Trustee will appear on the Spring Election ballot are as follows: Debbie Kurtz, Tim Engelhardt, Randy Matter, Brian Emmrich (Incumbent), Jack Lippold (Incumbent) and Don Olson (Incumbent). Lastly, all adopted 2020 Village of Jackson Ordinances are being updated and have been published on the website.

Administrator

This was the first week "on the job" for Village Administrator Jen Keller. Throughout the week, there was time dedicated to Staff as introductory meetings with Jen as well as tours of all Village Facilities. Over the course of the next few months, it will be a priority to continue learning the many facets of the Village of Jackson as an organization, meet with appointed committee and commission members, and to make introductions with community stakeholders and organizations.