

To: Village Board, All Committee Members, and Others
From: Jen Keller, Administrator
Date: January 28, 2021
Re: Weekly Update



Police Department

On Saturday morning, the Jackson Police Department responded to a 911 call at the Jackson Motel located at W208 N16831 North Center Street. An officer responded and found a man that was under the influence and had a clandestine drug lab in his room. After further investigation, it was determined that the man had been manufacturing Dimethyltryptamine (DMT), a schedule I hallucinogenic controlled substance. Due to the potential hazards when working with volatile substances, the Jackson Police Department was assisted by the Washington County Sheriff's Office Drug Unit, the Wisconsin Department of Justice – Division of Criminal Investigation Clandestine Lab Response Team, and the Wisconsin State Patrol. The clandestine lab was dismantled and no longer poses a potential threat. Charges were filed against the suspect for manufacturing a controlled substance.

The 2021 Ford Interceptor SUV was delivered this week. Our goal is to have the new squad outfitted, striped, and on patrol within six (6) weeks.

Detective Foeger and Lt. Fristed have completed training to become certified ALICE Instructors. ALICE stands for Alert, Lockdown, Inform, Counter, Evacuate and is a model taught nationwide to respond to active shooters. We receive requests from local businesses and schools annually to assist them with training and drills. We now have certified instructors and can provide that training directly. For more information contact Lt. Todd Fristed at (262) 677-4949.

Fire Department

Last week, there were 18 medical calls and five (5) fire calls. Of those five (5) fire calls, two (2) were structure fires in West Bend, one (1) of these fires was a fatal fire and is under investigation. We also had a motor vehicle accident with a fluid leak on Sherman Road and Hickory Lane. Last, we responded to call with a wire short at the Froedtert West Bend Hospital which activated a sprinkler head.

CPR training will conclude next week. JFD also started an Active Reserve program. This is a program is for members in good standing and have 20 years of service. These members will no longer carry out firefighter or EMT duties but are able to assist with filling air bottles, rest and recovery efforts, and to assist on tender fills.

Joint Parks and Recreation

Monday, the Jackson Area Community Center (JACC) held a Blood Drive with the American Red Cross. The blood drive registered 31 total donors, collected 31 pints of blood, and recruited seven (7) first-time donors. Join us for the next Blood Drive on February 24th from 1 p.m. – 6 p.m. Sign up online at <http://bit.ly/jackson0224> or call 1 (877)-232-4376.

As a reminder, the West Bend School District (WBSD) guides the JACC Snowday protocols. The staff at the JACC all have a role to communicate closures or cancellations by informing the public and ensuring the safety of staff and partners of the JACC.

Groups are starting to inquire about the Splash Pad for the 2021 season. Please check our website jacksonparkrec.recdesk.com or contact Jessica at parkrec@villageofjackson.com for more information.

On January 29th, WeEnergies will be doing work at JACC and power will be out between 7:00 a.m. – 7:30 a.m. Registration for 4K Legacy Students in the JACC 3K & Head Start programs begins next week. General online registration through the WBSD begins Monday, February 8th.

We had \$120 in book orders for our Tot Classroom for January. This provided JACC \$16.00 in credits to spend for our classroom and 420 Bonus Points! If you are looking for any books as gifts, please consider shopping online with Scholastic at: scholastic.com/bookclubs. Sign in or create an account, then connect to JACC by entering our Class Code:J9DW2.

Building Inspection

Permit submittals slowed this week while inspection volume was again steady. Interior finishing has begun in two (2) of the tenant spaces and framing has begun in the third tenant space located in the new Delaney VI building on Northwest Passage. Building permits were issued for two (2) new single-family homes in the Laurel Springs Addition No. 1 Subdivision. Occupancy was issued for Tialee Photography Studio located in the Hoge & Gumm building on S. Center Street. Municipal Complex Updates include: (1) Inspections were completed this week on in-floor radiant heating systems, concrete floors, in-wall plumbing (2nd floor) and underfloor plumbing (apparatus bay). (2) Rough framing, plumbing, electrical, and HVAC work continues on the building interior. (3) Various exterior work continues including window frame installations and roof truss installation on the entry tower.

Public Works

There were 80 diggers hotline locates for the month of January which averaged four (4) per day. Looking at upgrading one (1) of two (2) tablets used for meter testing, hydrant flushing, valve turning, locates, and possibly meter changeouts. Numbers are being collected for the 2020 PSC report and the 2020 Audit Report. The Water Utility has been cleaning out hydrants in areas where property owners have not cleaned out.

The Street & Parks Department Crew was busy this week with snow plowing operation. The snow was removed on Wednesday morning from STH 60 (Main Street) this week along with dead ends, and courts.

This is a reminder to stop by the Public Works Office to get a yard waste card. After 24 years of service, the green 1997 Ford Taurus is being retired from the fleet. The car served four (4) years with the Police Department and 20 years for the Engineering Department. Staff will utilize the 2005 Buick that was a secondary car at Village Hall moving forward. Street sign repairs were also done this week.

At the WWTP, daily operations, shop cleaning, and maintenance continue. The pinch valve that sends sludge to the blue tank has been replaced and now working. The raw sewage pump #2 has now been repaired and back in service. Sewer lateral inspections continue with the meter changeout process. Snow removal has slowed other projects at the plant. The streetlights for Hunter Road and Rosewood Lane have now been assembled and are being stored at Public Works until weather permits the installation. Lastly, a preconstruction meeting has been scheduled for the construction of Phase 2 Morning Meadows Subdivision.

Clerk and Treasurer

Absentee ballots were mailed Tuesday for the February 16th Spring Primary Election. Ballots will be mailed continuously for future written requests until the deadline of Thursday, February 11th at 5:00 p.m. In-person absentee voting begins on Tuesday, February 2nd from 8:30 a.m. – 4:00 p.m. and will continue until Friday, February 12th, when voting will be extended to 5:00 p.m. for that day only. Sample ballots have been posted and are also available at Village Hall. The ICE Voting Machines were pre-tested for the election. On Wednesday, Staff participated in a Wisconsin Elections Commission (WEC) webinar regarding preparations for the February Primary and completing election forms. New ward maps were provided by Washington County this week as well!

The first installment of property taxes and personal property taxes are due by Sunday, January 31st. Village residents can mail their payments, drop them in the drop-box at the north entrance to the building, or pay in the lobby of Village Hall during normal hours of operation. Taxes will be processed until Tuesday, February 2nd for payments post-marked or physically dropped off in the drop box on or before January 31st. The 2020 Wisconsin Retirement System (WRS) Annual Reconciliation has been submitted to the State. The Fourth Quarter Sales and Use Tax Return has been filed and paid as well. Staff continue to prepare for the 2020 Audit which is scheduled for February 22nd and February 23rd.

Administrator

This week, there was an opportunity to make introductions to the Plan Commission and Board of Public Works. Staff are also beginning to plan for IT and security services needed for the Municipal Complex. Contracts related to several vendors that will furnish and equip the Municipal Complex will be brought before the Village Board for consideration in the coming months.