

To: Village Board, All Committee Members, and Others
From: Jen Keller, Administrator
Date: June 18, 2021
Re: Weekly Update



Police Department

JPD is working to complete the State's mandated training of all Police Departments by the deadline of June 30th. To meet these training requirements, JPD officers attended several training events this week including the completion of a 4-hour Emergency Vehicle Operators Course at the Washington County Fair Park. This state-mandated training was attended by officers from each agency in Washington County and instruction was provided by our local trainers. In addition, Officers Mueller and Welch attended a two-day training on Advanced Roadside Impaired Driving Enforcement (ARIDE) at Waukesha County Technical College. Lastly, Officer Gerke completed a 1-day in-service training to maintain her certification as a Department of Transportation Motor Carrier Inspector.

On Tuesday, the Police and Fire Commission met to consider applicants for the open patrol officer position. The selection process will move forward next week with an in-depth background investigation, which has been assigned to Detective Foeger.

Fire Department

This week, JFD responded to 14 medical calls, and one (1) fire call. Inspections of businesses are concluding for the first part of the year, including liquor licenses inspections. This week's training included an officer's meeting.

JFD would like to congratulate Anthony Ewing and Kyle Newberg on the completion of their one-year probationary period. Both Tony and Kyle were hired in 2020 as fulltime Firefighter/paramedics and work a 48 hour-on and 96 hour-off schedule to maintain 24 hour paramedic coverage for the Jackson area. They both have worked remarkably hard and have exceeded the expectations of the Fire Department. Finally, JFD would like to extend a "congratulations" to Lisa Seeger for passing the Advanced EMT National Registry.

Parks and Recreation

Jackson Parks and Recreation Staff would like to thank everyone that made Action in Jackson a success. JPR could not have done it without all the volunteers, sponsors, and community support!

Join us tonight and tomorrow at the Jackson Beer Garden at Jackson Park from 4PM – 9PM with live music both nights starting at 5 PM. The Beer Garden would not be possible without the help from our local non-profits that work in the concession stands. Tonight, stop in to support the Jackson Area Youth Baseball Association working the concessions. You can also come out to support the Jackson Fire Department members that will be serving on Saturday! Each non-profit that assists with staffing the Beer Garden concessions collect donations during their shifts to help support various projects or services they provide the community.

Due to staffing shortages, Versiti has cancelled the June 24th Blood Drive at the Jackson Community Center. The next Versiti blood drive is scheduled to take place on August 19th.

The Jackson Boys and Girls Club is in need of snack donations! The Jackson Boys and Girls Clubs serve 100 kids a day and provide a free snack daily to each member. With the help from Greater Jackson Business Alliance members, we are holding a snack drive on June 27th from 12PM to 3PM at the Jackson Community Center. If you can donate, items that are helpful are crackers, fruit snacks, granola bars, cheese puffs, popcorn, pretzels, and veggies straws.

Public Works

The Jackson Water Utility continued the valve exercise program, locates, and hydrant maintenance. There are now less than 100 water and sewer accounts remaining that have not paid the first quarter of 2021 bill. Disconnections are scheduled for June 22nd. Great job by the Utility Clerk team on calling customers to remind them to pay their bill. Lastly, the Jackson Water Utility would like to say “Congratulations” to Jeff Kreutzinger for completing the six-month probationary period and becoming the Jackson Water Utility Supervisor.

The Street and Parks Department Crew cleaned up Jackson Park after Action in Jackson festivities concluded this weekend. The crew then spent the early part of the week preparing Jackson Park for the Beer Garden which concludes on Saturday. The next curbside collection date for bags and brush is Monday, June 21st. Tree cutting, trimming, and watering occurred this week. A safety meeting for Staff was conducted this week by the Fire Department on the topic of “Stop the Bleed”. Also this week, the Washington/Ozaukee County Public Health Department conduct the annual inspection for the Hickory Park Splash Pad. Lastly, progress with landscaping along the Spruce Street and Ridgeway Drive is near completion and the roads are tentatively scheduled to be opened up by the end of June.

At the Wastewater treatment Plant, the crew has continued researching Vac Trucks to replace the current equipment that has served the Village for 10 years and has aged into a phase of needing constant repairs. This week the crew was also gathering information for the yearly Compliance Maintenance Annual Report (CMAR) to be sent to the DNR once completed.

Building Inspection

The Building Inspection Department has reviewed and issued over 500 permits just this year! This week, final inspections were completed, and occupancy was granted for a new residence at W206 N17471 Hidden Creek Dr. Permits were issued for three (3) additional homes in the Laurel Springs Addition No. 1 Subdivision bringing the total number of homes either completed or under construction to 17. Plan review and permits were issued for interior alterations at the Froedtert Physical Rehab & Sports Medicine facility on Tillie Lake Court. Plans and permits were received for a new home on Sherman Road and for a two-family condominium building on Stonebrook Drive. Rough inspections were completed this week on the latest home being constructed on Highland Road.

Treasurer

On Monday, Form SL-330 -2021 Coronavirus Local Fiscal Recovery Funds Request was e-filed to the Department of Revenue. Treasurer Smith attended a Workhorse webinar for “New Bank Reconciliation Process in Municipal Accounting” on Tuesday, June 15th. Finally, the 2020 Hunters Road Project Special Assessment Letters were mailed out on Thursday.

Clerk

On Thursday, Clerk Dobratz participated in WMCA’s District V training session on Wisconsin Open Meetings and Public Records Law. Clerk Dobratz also took part in a Metro Municipal Clerks Association (MMCA) meeting and training in Shorewood. On Friday, a Records Management Workshop hosted by the Wisconsin Historical Society was attended by Staff.

Administrator

Proposals were finalized this week for Municipal Complex vendors that will be providing AV, security camera, and door access systems to the facility. There was also progress made on the review of proposals for the Municipal Complex digital messaging sign and cleaning services for the facility. This Friday, Staff thanked Clerk Dobratz for her three (3) years of service to the Village of Jackson!