

To: Village Board, All Committee Members, and Others  
From: Jen Keller, Administrator  
Date: March 12, 2021  
Re: Weekly Update



### **Police Department**

On Monday evening, a resident on Georgetown Drive reported that three (3) of her vehicle windows had been smashed. A responding officer apprehended the suspect as he was fleeing from the scene. The suspect stated that he smashed the windows with a tire iron. This was not a random incident, as the suspect knew the victim. Charges are pending.

An evening traffic stop on Wednesday resulted in the arrest of a 28-year-old Jackson man, who we had been searching for since February. The man had fled a traffic stop at a high rate of speed on February 19<sup>th</sup> after providing the officer with a false name. The man was transported to the Washington County Jail and charges are pending.

### **Fire Department**

The last week we had 17 medical calls and three (3) fire calls. Two (2) fire alarm were noted followed by wind damage in Spring Valley which knocked down a car port on a car and part of the entrance. Training this week consisted of an officers meeting, a training committee meeting, and the Washinton County EMS association meeting.

### **Joint Parks and Recreation**

“Thank you” to the Jackson Pet Hospital for sponsoring the Easter Egg Hunt. Staff would also like to thank the Walgreens in Jackson and Culver’s of Jackson for donating candy and tokens for the Easter Egg Hunt event. Volunteers are still needed for the March 27<sup>th</sup> event, those interested in helping with the Easter Egg Hunt can contact Jessica at 262-677-9665 ext. 102 for details. Pre-registration is required to participate this year.

The Hunger Task Force, monthly Stockbox Program was held on Wednesday and is available to applicants 60+. Contact Renee for an application and to see if you qualify 262-677-9665 ext. 104. This week’s warmer weather allowed Pieper Electric to complete JACC electrical projects and problems on Tuesday. All outside lights are now in working order again. Staff would like to say “thank you” to the Village Public Works team for replacing a faucet in the Art Room and for filling the holes and cracks on the path at Hickory Lane Park! Head Start extended agreements with the WBSD and the JACC have been completed for the 2021-2022 school year. There is still time to register for outdoor volleyball and men’s softball league. Contact Renee for more information at 262-677-9665 ext. 104.

Next Wednesday is the Greater Jackson Business Alliance lunch meeting. Information can be found on the wonderful new website at: [giballiance.org](http://giballiance.org).

**Building Inspection** Building permits were picked up for the proposed storage facility located on Alcan Court. The project had been delayed since last year. Several plan reviews were performed this week for various residential projects. Permits and building plans were received for a new home on Lot 1 on Highland Road.

Municipal Complex Updates include: (1) Framing was completed on the main entry tower roof. (2) The four-fold door installation has begun in the Apparatus Bay. (3) Drywall work continues in Building D. (4) Installation work continues on fire sprinkler systems, exterior windows, various MEP systems, and overhead doors.

### **Public Works**

There have been 150 Jackson Water Utility meters changed out so far this year. We-Energies completed their power upgrade on Thursday, March 11th causing the white water tower to be out of power for five (5) hours.

All went as planned and the tower with SCADA is functioning accordingly. Fire Inspections were done this week with no violations.

The Street and Parks Department Crew continues with picnic table repair, cold patching, and parks building cleaning. Salt delivery continues with filling of the salt shed. Soccer nets are being installed for the Spring Season. We found a company to take the mulch pile from the Village Yard Waste Site free of charge. Please watch the Village website to see if the Yard Waste Site will open before April 1st.

At the Waste Water Treatment Plant (WWTP) daily operations, shop cleaning, and maintenance continue. Six (6) sewer lateral inspections were completed this week along with the meter changeouts. Equipment and chemical are ready, and Staff will start the pilot study for phosphorus removal. Fire Inspections were completed this week with two (2) violations to be addressed. The crew has been doing a great job on lowering the Sewer Utility DNR Environmental Fee by meeting the limits in what is discharged to the creek. Compared to last year, fees have been reduced by more than \$1,000.

### **Clerk**

Staff participated in a Wisconsin Elections Commission (WEC) webinars on Monday regarding Special Voting Deputies and the April Election. On Wednesday, a webinar was attended related to April Election Readiness. On Thursday, Staff participated in a meeting with the Wisconsin Municipal Clerks Association (WMCA) District V training regarding alcohol licensing. The Type E notice of absentee voting instructions for the April 6th Spring Election was published on Tuesday in the Daily News and was publicly posted.

### **Treasurer**

The Board of Commissioners of Public Lands State Trust Fund Loan payment was made this week. The Tax Incremental District (TID) administrative certification fees for each active TID were paid. After payment is received, the Department of Revenue will calculate the increments for 2021 taxes.

### **Administrator**

Citizen Committee Appointment Applications have been added to the Village Website and are available at Village Hall. Residents interested in applying to serve on a Committee, Commission, or Board are encouraged to do so by March 25<sup>th</sup>. Appointments will be made at the Village Board Reorganizational meeting on Tuesday, April 20<sup>th</sup> at 7PM at Village Hall.

Staff met with the Washington County Emergency Management Coordinator and Fire Chief Swaney this week to discuss the role of local and county emergency management officials when an emergency arises. On Friday, representatives from Cities and Villages Mutual Insurance met with Staff to discuss future trainings and educational opportunities for Staff to attend virtually or in-person.