

To: Village Board, All Committee Members, and Others  
From: Jen Keller, Administrator  
Date: May 14, 2021  
Re: Weekly Update



### **Police Department**

The PD entered into an agreement with the Department of Transportation and State Patrol to have our e-citation (TraCS) databases hosted by the State. This will allow officers and supervisors real-time access to previously issued citations while in the squad car and also eliminates the need for the PD to potentially have to update to a paid server license for the databases in the near future. The hosted environment also makes future updates to the software easier; they will be distributed electronically by the State. Currently Sgt. Brinks typically has to use a USB drive to distribute updated databases to each squad car individually. The database will be maintained by the state in compliance with State and Federal information security requirements. The conversion to the State Patrol hosted environment was completed this week and is now operational. Thanks to Sgt. Brinks for taking the lead on this and spending several days overseeing the conversion.

Sgt. Brinks and Officer Trevarthen attended a virtual training on the Wisconsin DOJ's School Threat Assessment Protocol. 2017 Wisconsin Act 143 required the Office of School Safety to provide best practice guidance to schools around the state. This School Threat Assessment Protocol should be applied as an early intervention tool to assist students exhibiting concerning behaviors. Having trained officers on Staff to support our schools will be beneficial as we work together to ensure school safety.

In 1962, President John F. Kennedy signed a proclamation which designated May 15<sup>th</sup> as Peace Officers Memorial Day and the week in which that date falls as Police Week. JPD officers attended the midnight bagpiper ceremony on Friday at midnight at the West Bend Police Department to honor fallen officers.

### **Fire Department**

This week JFD had 26 medical calls, 20 inspections and three (3) fire calls including a natural gas leak from a fireplace, a motor vehicle accident with two (2) victims transported to the hospital, and an MVA which lost control.

Staff continue to work with new recruits this week and also met with all officers for training. The JFD light tower on the main engine has finally been repaired. This light is vital when responding at night to a scene that requires additional lighting in order to work safely.

Lastly, students from Living Word High School looking to give back to the community and to learn more about the profession of being a fire fighter visited the Station this week. Students were able to test hose on three trucks, and it went very well! "Thank you" to the students that visited JFD!

### **Parks and Recreation**

ATI Physical Therapy will be at the Community Center doing 15 minutes Pain/Injury Assessments on Thursday, May 20<sup>th</sup> from 10 AM – 1 PM. If you are interested in an appointment, please contact Renee to make the appointment (262) 677-9665x104.

Park Playground Inspections were completed on Wednesday. Director Valentino trained Public Works Crew members Kurt and Austin on the process of conducting the inspections and the follow-up needed. On Thursday, the CVB Executive Committee met to discuss implementation of the Strategic Plan and the staffing involved. Also on Thursday, Living Word Lutheran High School held its annual Service Day. A huge thanks to this group and their leaders as well as the "Friends of the Jackson Parks & Rec." for donating snacks.

Happy 2021 Jackson Village Rummage! The Rummage map has officially been posted. Check it out on our website at [Jacksonparkrec.recdesk.com](http://Jacksonparkrec.recdesk.com) and on our Facebook page, [linked here](#).

Jackson Park and Recreation is looking for volunteers to help with Action in Jackson on June 11<sup>th</sup> and June 12<sup>th</sup>. Volunteers are also needed to help with the Jackson Park Beer Garden June 17<sup>th</sup> – 19<sup>th</sup>. Contact Jessica if you can help at (262) 677-9665 ext. 102.

### **Public Works**

The Jackson Water Utility continues with meter change outs with changing the larger meters now of 1 ½ inch and 2-inch size. The chlorine injection pump was rebuilt at Well #5, and digger's hotline locates were completed this week. The Jackson Water Utility has accepted the resignation of Scott Groth Water Operator. We would like to thank Mr. Groth of his years of service to the Jackson Water Utility and the Village of Jackson. We wish him well in his future endeavors.

The Street and Parks Department Crew collected bags and brush this week. Other items completed were street tree planting, mowing, Jackson Park Kitchen preparation for "Action In Jackson", ball field prep, and playground inspection.

At the WWTP, two (2) more sanitary sewer laterals were televised, and one storm lateral. The sludge hauling station is receiving the final touches on the crane footing and drain. Communication was lost with a lift station on Sherman Road, which was determined to be caused by high winds turning the antenna.

The STH 60 Connection Path Project that will have sidewalk along the southside of STH 60 from Coffeerville to Eagle Drive has been bid out for construction. The bid opening is scheduled for Thursday, May 20<sup>th</sup>. The Jackson Sewer and Water Utility along with Cedar Corp has been working to finalize the plans for the Willow Ridge Drive Reconstruction Project. The Village is on schedule to have the bid opening for the project on Tuesday, June 1<sup>st</sup>. The Board of Public Works meeting was moved to June 1<sup>st</sup> to accommodate a recommendation of the project to the Village Board.

### **Building Inspection**

Final/Occupancy inspections were completed on the new two-family condominium located on Stonewall Drive. Permits were issued this week for the first two homes in the Morning Meadows Subdivision. Rough inspections were completed on the 4-family apartment building being reconstructed on Georgetown Drive. Municipal Complex updates include: (1) Foundation work has been completed on the Burn Tower and Crews will soon begin erecting the tower structure. (2) Exterior concrete work began this week.

### **Treasurer**

Treasurer Smith and Administrator Keller attended the League of Wisconsin Municipalities ARPA Treasury Guidance Zoom meeting on Tuesday, May 11<sup>th</sup>. The Village received the DRAFT 2020 Municipal Financial Report – Form C from Sitzberger our auditors for review. Treasurer Smith mailed second notice letters for delinquent personal property tax payments and utility charges.

### **Clerk**

Clerk Dobratz attended the 75<sup>th</sup> annual International Institute of Municipal Clerks Conference this week in Grand Rapids. Annual Cigarette, Alcohol and Operator Licenses are starting to be processed for the new year starting on July 1<sup>st</sup>.

### **Administrator**

Municipal Complex preparations continue with construction of request for proposals or bids from vendors for needs related to AV capabilities, doors access, cameras, facility cleaning, and the construction and installation of a digital messaging board visible from STH 60. Staff also received notification from WI DNR that the Village of Jackson will receive \$10,590.26 in grant funding which assist with Recycling Program costs expended during calendar year 2021.

# JACKSON FUNDRAISER FOR FITNESS

CAR WASH AND BRAT FRY TO BENEFIT FIREFIGHTER AND POLICE FITNESS EQUIPMENT

**MAY 15TH 2021**

(DAY OF THE VILLAGE-WIDE  
RUMMAGE SALE)

**FROM 10AM TIL 2PM**

**OUTSIDE THE JACKSON  
FIRE STATION**

**W204 N16722 JACKSON DR.**

ENJOY A DELICIOUS FOX BROTHERS PIGGLY WIGGLY BRAT WHILE GETTING YOUR VEHICLE WASHED BY YOUR JACKSON FIREFIGHTERS AND POLICE OFFICERS!

ALL DONATIONS DIRECTLY BENEFIT POLICE AND FIREFIGHTERS AND WILL BE USED TO PURCHASE THE NECESSARY EQUIPMENT FOR OUR FITNESS FACILITY!  
OUTSIDE DONATIONS ARE ACCEPTED!

CAN'T MAKE IT ON THE 15TH?  
ORDER SOME BOB'S FROZEN PIZZA INSTEAD!  
SUPPORTS THE SAME CAUSE



SCAN THE QR CODE  
FOR INFO AND  
ORDERING

