

To: Village Board, All Committee Members, and Others
From: John M. Walther, Administrator
Date: November 6, 2020
Re: Weekly Update



Police Department

Officer Jennifer Gerke attended a week-long Media and Public Relations training this week courtesy of the FBI's Law Enforcement Executive Development Association. The training was focused on police/ media relations, crisis communications, and managing social media. Officer Gerke has done a great job managing the police department's Facebook page and will continue to do so.

A conditional offer of employment has been offered to a candidate for our vacant police officer position. Upon successful completion of medical and psychological testing, we will schedule a start date for the candidate.

Officers DeMaa and Gerke have been selected as Field Training Officers (FTOs.) Both officers will attend training to obtain certifications and will then be eligible to provide on-the-job training to new officers in the future. Our FTOs play an integral role in teaching our new officers everything they need to know to be certified for solo patrol.

This week we received an on-site inspection and records audit from a compliance audit for the Juvenile Justice and Delinquency Prevention Act with the Wisconsin Department of Justice (DOJ.) The DOJ compliance monitor must conduct on-site inspections of facilities with a secure feature once every three years for Wisconsin to be eligible to receive federal grant funds from the Office of Juvenile Justice and Delinquency Prevention (OJJDP.) The DOJ awards federal grant funds for juvenile justice system improvement and programming at the local government level. All went well with the inspection and audit.

Our Core Standards Accreditation has moved to the next step. Chief Scott Marquardt from Milton Police Department has been assigned to review our files to ensure strict compliance with all applicable standards.

Fire Department

There were twenty-one medical and four fire calls this week, including a grass fire in the Town of Polk caused by the misuse of gasoline which was ignited, spreading fire from the grass to trees and a large woodpile but was quickly extinguished; and another grass fire in the town of Jackson was caused by embers from the burning of brush and trees, which was spreading rapidly but was extinguished before reaching a shed. The JFD was called for assistance to a structure fire in West Bend caused by food burning on a stove, which was extinguished prior to arrival; and to a structure fire for a house being remodeled in Germantown. The fire is being investigated. The JFD was a back-up crew and assisted on the overhaul.

Monday training featured props supplied by J. F. Ahern Co., including demonstrations on the function of sprinkler systems and dust collection systems. It was a great way to see why sprinklers are important in businesses. Dust collection systems pose challenges in a fire due to the volatility of certain types of dust. Metal shavings require fire suffocation or special extinguishing agents. We also reviewed self-contained breathing apparatus (SCBA) and practiced with metal-cutting saws. Three Village Trustees attended the training. Small-group fire training continues during the pandemic.

Business inspections continue around the Village to ensure that fire extinguishers, hood systems, elevators, emergency lighting, and sprinkler systems are all functioning correctly.

Joint Parks and Recreation

Congratulations to the Kunz family, winners of the first annual Halloween Outdoor Lights Contest!

Repairs on the outdoor building and parking lot lights were completed Monday just in time for the election.

It was a busy week at the JACC hosting the election. Everything seemed to work out well from a facility standpoint. The building was deep-cleaned and sanitized on Wednesday morning after the election.

Adult Volleyball Leagues are up and running.

The Convention and Visitors Board met virtually on Thursday; the strategic planning final session has been rescheduled. Congratulations to Elaine Motl for receiving the Tourism Grant to help with COVID.

Building Inspection

Permit volume remained slow this week. Inspection volume increased considerably as contractors work to stay ahead of the impending winter weather.

Late last week the State of Wisconsin issued an opinion related to statutory rule making authority for Department of Safety and Professional Services. The issue concerns differences in statutory language and the Wisconsin Administrative Code regarding fire sprinkler requirements in multi-family homes. Fire sprinkler systems will again be required in buildings with three or more residential units, where previously, the requirement was eight or more.

Interior plumbing work resumed this week at the new Municipal Complex. The contractor is working room by room to complete remaining underfloor work so the concrete contractors can follow them with concrete slab work.

Public Works

The Jackson Water Utility repaired a water service lateral break on Woodland Trail this week caused by faulty copper, so the entire 150-foot lateral was replaced with plastic. Unfortunately, the water main was on the opposite side of the street. There were 500 Digger's Hotline locates for the month of October – a new all-time high averaging twenty-three locates per day. Items discussed at the DNR inspection meeting are being addressed. The water main in the Morning Meadows Development been sampled, tested safe, and pressure tested. Water service laterals will be completed today and a proof roll for the street is scheduled for Monday. Per the purchase agreement of the Jackson Telecommunication Utility, Ethoplex has scheduled removal of their equipment from the two water towers beginning Monday, to be completed by the deadline date of Wednesday, November 11th.

The Street & Parks Department crew continues the increased the building cleaning. Over 250 Yard Waste Site access cards have been issued to Village residents. Curbside bag and brush pickup continues until Monday, November 16th. Leaves are being removed in the parks. Eagle Drive, Hickory Lane, the new parking area at Well #3, the WWTP driveway, and the Street/Water Department have all be shouldered. The crew helped on Monday to set up for the Tuesday's election and the takedown on Wednesday to get the Community Center back to its normal operation. The sinkhole at the corner of Forest View Drive and Hickory Lane is getting bigger and a lawn mower was damaged. A Digger's Hotline locate has been scheduled and digging will start next week for the repair to the storm sewer pipe. Due to the nice weather, the wall located at Ridgeway Drive and STH 60 was painted this week.

At the WWTP: The Lakeside septic screen has been winterized. Higher suspended solids have been recorded, so all disc membranes in the two filters have been replaced. The winds blew leaves, branches, and plastic bags into the tanks and then into the filter causing holes in the discs. Even with all the problems with the filters, the phosphorus number were lower than usual.

Outside walls continue to be installed this week at the new Municipal Complex site. Curb and gutter has been installed on the Spruce Street and Ridgeway Drive extensions. We continue to wait for the permits from WisDOT to complete Ridgeway Drive to STH 60.

The Hunters Road Project has been paved. Completing final sidewalk installations followed by the landscaping.

Clerk

The turnout for the November 3rd General Election was 93% with a total of 4,519 votes cast; 3,107 were by absentee ballots, 1,412 election day voters, and 260 election day registrations. Thank you to the election inspectors and all Village staff for all the extra help that was given before and after the election. We received positive comments on the polling location change to the Jackson Area Community Center.

The tally sheets, inspectors' statements, ballots, and election materials were delivered to the County Clerk on Wednesday.

Voter participation has been completed and voter records are available at [MyVote.wi.gov](https://www.myvote.wi.gov).

Treasurer

The Routes to Recovery Grant Program has been extended to included incurred expenses through November 17th. The prior deadline was November 6th. Any incurred expenses over the municipality's allotment may be submitted. The overage may be reimbursed through other municipalities' unused funds.

Work continues finalizing the 2021 budget.

Our AFLAC rep will be at the Village Hall on Wednesday, December 2nd at 9:00 a.m. All employees that are eligible for health insurance through the Village must meet with her to elect their benefits for 2021. Watch your emails for more information.