

To: Village Board, All Committee Members, and Others
From: Jen Keller, Village Administrator
Date: January 27, 2023
Re: Weekly Update



Police Department

“Congratulations” to Officer John Joerger, who has successfully completed his one-year probationary period. Officer Joerger came to the Jackson Police Department (JPD) with previous law enforcement experience on the East coast and has proven himself to be an asset to the department. This week, JPD spent time interacting with the students at Morning Star Lutheran School, Jackson Elementary School, and with the 4K class at the Jackson Community Center (JCC).

Fire Department

The Jackson Fire Department (JFD) responded to many fire and rescue calls this week, including a barn fire in the Town of Trenton. The deadline to apply for the full-time Firefighter/Paramedic position is 4PM today. Residents are encouraged to share the news that JFD is accepting applications for part-time and paid-on-call positions on a rolling basis. Please visit the online [employment opportunities](#) page for the most up-to-date job postings available.

Parks and Recreation

On Monday, the Washington County Home School Association (WCHSA) held their JV boys basketball game at the JCC. We would like to offer a reminder that the Boys & Girls Club new morning program will begin on Monday, January 30th. Also, don't forget to book your 2023 park shelter rentals, as the available reservation dates are filling up quickly! Lastly, “thank you” to JPD Officer Gerke for visiting the children in the JCC Headstart program this week.

Next Tuesday, January 31st, the Parks and Recreation Commission will meet at 6:00 PM. Please note that this meeting will be held at the Jackson Municipal Complex, located at N168W19851 Main Street, as it will be a joint meeting with the Board of Public Works. The items up for discussion will include bids for the JCC expansion design, the Hasmer Lake Park plan and community survey results, review of the Jackson Park pickleball courts bid, and review of a proposed dog park concept plan. Also, the annual meeting for The Friends of Jackson Parks and Recreation will take place at the Parks and Recreation Commission meeting on February 21st.

The Monte Carlo Night fundraising event is coming up on Saturday, February 25th. Staff is working to identify sponsorship opportunities. If you are interested in joining the many Jackson businesses and organizations that sponsor this wonderful event, please email [Jessica](#) and Staff will send a sponsor packet! Also, enrollment for the 2023-2024 WBSD/JCC 4K program begins Monday, January 30th. Those interested in attending the JCC site are encouraged to register early online before seats fill in the two (2) sessions. If you would like more information or have questions, please contact Kelly Valentino at kvalentino@wbsd-schools.org.

Building Inspection

Occupancy was issued for a new home in the Morning Meadows subdivision. Foundation work has begun on the second home in Phase II of Morning Meadows. Rough inspections were completed on the new home in English Oaks and will now move to the interior finishing phase.

Public Works

The Street and Parks Department Crew addressed work orders, cold patching, and completed snow removal on Thursday. The vacant full-time Streets and Parks Maintenance position has been advertised online and in the West Bend Daily News; the window to apply will close on January 27th at 4PM. Those interested can view the [posting online](#), where applications may also be submitted. Lastly, a preconstruction meeting for the 2023 STH

60 Utility Upgrade Project has been scheduled for Wednesday, February 1st. Staff are planning to pipe burst the sewer laterals, which will save the project money on backfill and restoration of lawns.

The Jackson Water Utility Staff changed out 76 water meters so far this year. The next batch of letters have been sent to properties needing replacement this year. Also, the Jackson Water Utility is now a part of the Wisconsin Low-Income Household Water Assistance Program. The program provides financial assistance to eligible households to satisfy delinquent payments and restore disconnected water services. For more information, please call Jackson Water Utility at (262) 677-0707.

At the Wastewater Treatment Plant, there were 30 sanitary laterals televised. The day tank diesel generator needs replacement and the turbo blower #1 unit needs a new motor, which will need to wait for a qualified technician to fix. Due to the delay in replacements, the plant will not accept septic haulers on Fridays, so the plant has the ability to catch up. Lastly, the new bucket truck has arrived.

Administration

This week, Staff dedicated time to preparing for the February 21st Primary Election, attending a kick-off meeting for the new budget management tool from Clear Gov, and participating in the annual meeting with the Village's insurance provider, Cities and Villages Mutual Insurance (CVMIC). Staff also attended several meetings regarding The Oaks of Jackson Subdivision, which is still in the planning stages, and anticipates spring road construction with home construction commencing in the fall. Particular items of importance this week for Staff included meeting with the Village's financial advisors from Ehlers to ensure the site's performance needs are met, while Staff also look to author Request For Proposal (RFP) documents, which will aim to recruit single family and town home builders interested in buying lots from the Village and building quality homes on the site that do not exceed the cost of \$420,000.

The first round of requested ballots for the Spring Primary will be mailed by Staff by end of the day next Tuesday, January 31st. Residents are reminded to visit myvotewi.gov to request mailed absentee ballots, find their polling location, and to view a sample of their ballot. Please also remember the Village will continue to collect tax payments until January 31st. Second installment payments or late first installment payments must be referred to the Washington County Treasurer after January 31st.