

To: Village Board, All Committee Members, and Others
From: Jen Keller, Village Administrator
Date: February 10, 2023
Re: Weekly Update



Police Department

Detective Foeger has been assigned to a criminal trial at the Washington County Courthouse for most of the week. Officer Gerke and other officers have stepped up to assist with investigations. Chief Vossekui attended the Wisconsin Chiefs of Police mid-winter training conference this week. Chief Vossekui was elected by the membership to a two-year term as a Wisconsin Police Leadership Foundation board member and as the board secretary.

Fire Department

Last week, Jackson Fire Department (JFD) personnel responded to 17 medical calls and seven (7) fire calls, which included a car fire on STH 45, a natural gas leak, a commercial business fire alarm, a single vehicle car accident, a fire alarm at a local school, an electrical room incident with smoke, and a barn fire on Sherman Road.

Monday night's training included the U.S. Coast Guard from Sheboygan on the topic of ice rescue training. JFD also had an EMS committee meeting to schedule upcoming trainings. Lastly, the hiring process for a new Full-Time Firefighter/Paramedic will continue next week with interviews and paramedic assessments by the medical control director. JFD will also continue to accept applications for the available Part-Time Firefighter/Paramedic and Paid-On-Call positions. Please visit the online [employment opportunities](#) page and apply now for your chance to work with a great department.

Parks and Recreation

The Wisconsin Parks and Recreation Association Region 4 Free Throw Contest is this Saturday at the Jackson Community Center (JCC). Staff look forward to seeing all the kids that advanced throughout the West Bend School District (WBSD) competition and those that will advance to the State Competition in West Allis on March 18th. Thanks to the Optimists Club for their continued support and sponsorship of the local program. Also, "Congratulations" to team "Highball" for their Fall Co-Ed Indoor Volleyball Championship.

On Tuesday, February 21st, the Jackson Parks and Recreation Commission meeting will occur at the JCC starting at 6:00PM. Immediately following the meeting, The Friends of the Jackson Parks and Recreation will hold their annual meeting. There are two (2) positions open for The Friends of Jackson Parks and Recreation Board, including secretary and vice president. Staff are looking forward to working with The Friends of Jackson Parks and Recreation on exciting potential projects coming up, which means it's a great time to get involved!

The Monte Carlo Night fundraising event is coming up on Saturday, February 25th. Staff are working to recruit event volunteers and sponsors for the event! Help is needed most for decorations set up, concessions, bingo and raffle management, and silent auction monitoring. If you are interested in joining, please email [Jessica](#). Also, enrollment for the 2023-2024 WBSD/JCC 4K program began on Monday, January 30th. Those interested in attending the JCC site are encouraged to register early online before seats fill in the two (2) sessions. For more information, please contact Kelly Valentino at kvalentino@wbsd-schools.org.

Building Inspection

Construction on the first home in the Maple Fields subdivision began this week and plans for a second new home were also submitted. Occupancy was issued for a new home in the Morning Meadows subdivision. Perimeter foundation work on the dry storage portion of the Sysco project is roughly 80% complete. Installation of Laserfiche document management software was completed this week. Staff will soon begin transferring the significant amount of physical file documents to the database, which is a momentous step towards improved records management for the Village.

Public Works

The Street and Parks Department Crew assisted with the installation of acoustic panels and washing the rotunda windows at the Municipal Complex this week. Before the snow event this week, the Crew placed new picnic tables at Hickory Park; the old tables will remain on hand for future use. The wood picnic tables in Jackson Park are being repaired for the upcoming season. Cold patching and vehicle maintenance also occurred this week.

The Jackson Water Utility Crew continued replacing private water meters this week. The second notification to non-responsive customers will also be sent soon. If Staff do not receive timely responses, the customer will be placed on the disconnection list for March 21st. At the Wastewater Treatment Plant, the Crew continued addressing work orders and maintenance needs. There were 26 sanitary laterals televised, along with the meter changeouts this week, bringing the 2023 total of 104 laterals televised year-to-date. The Wastewater Plant is commencing the scheduled replacement of computers and examination of files on those devices within the next few weeks.

The 2023 Main Street Utility Upgrade Project will commence February 13th. Work will begin next week on Main Street at the east end of the project near Ridgeway Drive and at the west end of the project near Kerry Ingredients. The work will occur outside of the roadway (or Right of Way); however, the safety of the workers and the equipment along the project necessitates single lane flagging for one lane of traffic to traverse eastbound and westbound on Main Street. The project detour route will be enforced on March 6th when the major portion of project will start, and traffic will only be permitted within the project limits to motorists accessing a local business or residence. Preliminary Assessment letters will be sent to property owners within the project limits after the Village Board reviews the matter on February 14th. Citizens are encouraged to monitor the [Village website](#) for project updates.

Administration

This week, Staff dedicated time to packet preparation for next week's committee and board meetings, completion of the February Tax Settlement, assisting with in-person absentee voting, and a normal assortment of meetings. Also, this week absentee voting was conducted at Cedarhurst Assisted Living on Thursday. In-person absentee voting at the Municipal Complex will continue weekdays through Friday, February 17th, between the hours of 10:00AM and 4:00PM, with extended hours on February 17th until 5:00PM. You may also [contact the Clerk's office](#) to make an appointment to vote in-person absentee. To date, 209 absentee ballots have been issued and 104 have been returned.