

To: Village Board, All Committee Members, and Others
From: Jen Keller, Village Administrator
Date: December 22, 2022
Re: Weekly Update



Fire Department

This week, Jackson Fire and EMS personnel (JFD) conducted five (5) fire code compliance inspections at Jackson businesses and responded to a total of 28 calls, which consisted of 23 medical calls and five (5) fire calls. The fire calls included a two-vehicle accident at Pleasant Valley Road and Division Road, a gas leak on Alcan Drive, two (2) alarms, and an electrical smell in the Town of Jackson. JFD thanks Carrie Johnson from Froedtert Infection Prevention and Control for joining the department for a very informative session. The Police and Fire Commission will convene on December 28th at 6:00PM to consider promotions within the Department.

Parks and Recreation

The Senior Card Club held their annual Christmas Party on Tuesday at the Jackson Community Center (JCC); a merry time was had by all. On Thursday, the JCC was closed in accordance with protocol that coincides with school district closings. Residents are reminded to sign up for New Year's Eve Pickleball games happening from 6:00PM-10:00PM. Players can sign up at the JCC for \$10 per person. Lastly, the Jackson Community Center Holiday Hours are attached and can also be found on the Jackson Parks & Recreation Facebook Page.

Public Works

The Street and Parks Department Crew completed truck maintenance and building maintenance, along with preparations for the snow that arrived late Wednesday. A new mailbox has been installed at the Eagle Drive facility and is receiving USPS mail onsite; Staff no longer utilize a PO Box. This week, the Village accepted the resignation of Kurt Rathke from the Public Works Department. Staff would like to thank Mr. Rathke for his dedication and service to the Village and wish him well in his future employment. Lastly, the WisDOT Local Road Certification has been filed, and the annual Tree City USA application has been submitted.

The Jackson Water Utility continued with responses for request for underground utility locates and meter changeouts. The 2022 meter change out program is complete, and the 2023 replacement program has commenced with plans to replace 333 meters. Well #1 is now back online. At the Wastewater Treatment Plant, Staff continued with work orders and maintenance. The new five (5) year discharge permit has been approved by the DNR and will take effect January 1, 2023. The damaged Village owned streetlight at Currant Lane and Marshland Drive has been removed. Weather permitting a new streetlight will be installed.

Administration

“Congratulations” to Clerk Dobratz for receiving her Master Municipal Clerk (MMC) designation from the International Institute of Municipal Clerks (IIMC)! Wisconsin has 1,850 Municipal Clerks and 27 clerks have attained the designation of MMC. Staff also continue tax collection efforts during hours of operation through the end of January. Final efforts are underway by Staff and Project Team Members to establish zoning and the preliminary plat for The Oaks of Jackson Subdivision, as proposed to be developed south of the Municipal Complex on Spruce Street. The next edition of the Weekly Update will be shared on Friday, January 6th, and the next edition of the Jackson Quarterly will be drafted by Staff in the coming week with the anticipation of mailing to property owners the second week of January.

HOLIDAY HOURS

Jackson Community Center (Hickory Lane): Closed 12/23 - 12/26, and 12/30 - 01/02

Jackson Municipal Complex (STH 60): Offices Closed 12/23 - 12/26, and 12/30 - 01/02

Jackson Department of Public Works (Eagle Drive): Offices Closed 12/23 - 12/26, and 12/30 - 01/02



Christmas & New Years

JACKSON COMMUNITY CENTER HOURS

Fri Dec 23 Closed

Sat Dec 24 Closed
*Only Open for Kettlebrook 2pm

Sun Dec 25 Closed

Mon Dec 26 Closed

Fri Dec 30 Closed

Sat Dec 31 Closed
*Only Open for NYE Pickleball 6-10pm

Sun Jan 1 Closed

Mon Jan 2 Closed
