

To: Village Board, All Committee Members, and Others  
From: John M. Walther, Administrator  
Date: January 3, 2020  
Re: Weekly Update



### **Police Department**

It was a rather calm and uneventful week, with one custody on New Year's Eve.

### **Fire Department**

There were twenty-nine medical and five fire calls including a car accident resulting in a transport to a local hospital, smoke in a house due to a wash machine malfunction, a waterflow alarm due to a leak at Froedtert West Bend Hospital, a false alarm, and a commercial fire at Germantown Iron and Steel in the Village. The fire was quickly extinguished with little damage to the building.

Fire inspections are complete for the year 2019. Paperwork will be filed with the state – important for receiving our 2% dues. We also gave a tour to the Boy Scouts last Friday.

The year finished with 879 calls, 922 EMS patients, 190 fire calls, 924 inspections, thirty-four occupancy inspections, and sixty-two fire prevention presentations.

### **Joint Parks and Recreation**

New Year's Eve Pickleball was a big success. Approximately thirty players rang in the New Year at 12:00.

Kettlebrook Church has a "Combined Gathering Event" scheduled for Sunday at the Community Center.

January 2<sup>nd</sup> was a busy opening day for 2020 Park Shelter rentals. If you have dates in mind to reserve a shelter, book ASAP as they are filling up quickly.

Interviews for 4k teachers will begin next week.

Reminder: The 2020-2021 4k School Year Parent Meeting will be Thursday, January 9<sup>th</sup> from 6:00 – 7:30 p.m. at the West Bend High School Silver Lining Auditorium. Anyone interested in enrolling your child for the 2020-2021 school year is encouraged to attend. Each of the District 4k partner sites will be at the meeting to answer questions following a brief presentation about the program.

Monte Carlo Night: Thank you to BMO Harris Bank for returning as a Corporate Sponsor for the 2020 event to be held Saturday, February 1<sup>st</sup>. We are looking for table sponsors, raffle items, and larger silent auction items. Sponsorship packets may be found on the website at: [jacksonparkrec.recdesk.com](http://jacksonparkrec.recdesk.com). Past sponsors will be contacted in the next two weeks.

Thank you to Star Properties for selecting Jackson Park and Rec to be the December recipient of a \$250 award as part of their monthly "Star Gives Back" program.

## **Building Inspection**

The characteristically low year-end inspection and permit volume period continues.

## **Public Works**

Jackson Water Utility: Meters have been read. There were only eleven that had some issues. Thirty-four Digger's Hotline locates were marked for the month of December averaging just under two per day. Utility bills are scheduled to be printed next week.

At the WWTP: The phosphorus analyzer and portable gas detector have been repaired. Otherwise, general maintenance and work orders are being completed, and buildings are being cleaned.

The Street & Parks Department crews have been trimming trees and removing Ash trees. A snow plowing operation was necessary on New Year's Eve for the approximately two-inch snowfall. Christmas trees placed at the curb were picked up today. The process will continue next week. Please remove lights and tree stands from the tree. Place wreaths in your trash receptacle. They have wire rings that will damage the Village's chipper.

## **Clerk**

The deadline to file nomination paperwork for Village Trustee is Tuesday, January 7<sup>th</sup> at 5:00 p.m. The Spring Election will be held Tuesday, April 7<sup>th</sup>.

Reminder: 2020 pet licenses were due on January 1<sup>st</sup>. A copy of the pet's current rabies vaccine certificate must be provided before a license is issued. Dog license fees; unaltered \$15, spayed/neutered \$10. Cat license fees; unaltered \$10, spayed/neutered \$7.

## **Treasurer**

Property tax payments continue to come in. The first installment or full payment is due by January 31, 2020. Information has been sent to the Washington County Treasurer to complete the January settlement with taxing jurisdictions. Payment is due to the county by January 15<sup>th</sup>.

Work continues to enter the 2020 budget and update payroll information into the Workhorse software system. Changes have been made to the 2020 IRS W-4 (Employee's Withholding Certificate) form. New hires going forward will need to complete this new form.

## **Administrator**

The Jackson Quarterly is being prepared for printing and distribution with the utility bills set to be mailed around January 15<sup>th</sup>.

Planning continues with Cedar Corporation in the design and preparation for the construction of the future Municipal Complex. A teleconference has been scheduled for next week with the Interior Designer. Work is on-going with We Energies, the Department of Natural Resources, the Department of Transportation, and others. Acquisition of the property necessary for the extension of Spruce Street will be finalized later this month.