

To: Village Board, All Committee Members, and Others  
From: John M. Walther, Administrator  
Date: January 11, 2019  
Subject: Weekly Update



### **Police Department**

We've been working closely with the Washington County Sheriff's Office on the transition to ProPhoenix public records management software. This large-scale project will take several months to implement but will increase our efficiencies and help us to share information from neighboring jurisdictions more effectively.

January 14 – 18 is Wisconsin School Crossing Guard Appreciation Week. If you see one of our school crossing guards, please take time to thank them for what they do to keep our school zones safe.

### **Fire Department**

Medical calls were normal for the week. There was only one fire call: a burst sprinkler line. The system was shut down, repaired, and restored to service later in the day.

Monday night training consisted of CPR training for JFD members. We have five new CPR instructors to help with the increased demand for the classes. Contact the Jackson Fire Department for more details, should you desire a class for your business.

The new ladder truck cab has now been painted. You can find the progression on our Facebook page or the online January Jackson Quarterly (using the link near the bottom of the next page.)

### **Joint Parks and Recreation**

Renee started a series of the 60+ classes including "Cooking" and "Learning Pickleball."

The senior Bingo players are very happy to be back after the Holiday break.

Kelly attended the 4K Directors meeting on Wednesday. We are getting ready for the 4K Parents Night at the High School next Thursday, January 17<sup>th</sup>. Registration for 2019–2020 4K will begin for Legacy students (Tot Time at the end of January) and open registration in early February.

The gasket in the JACC master grease trap has been replaced; so the nasty odor has finally left the building.

Water leaks returned to the 4k room due to Monday's heavy rain. The roof comb was pulled back to discover a gap in the concrete block caulking due to the building shifting over time. Design2Construct will be looking at possible repairs once the weather is appropriate for the caulk to adhere.

Today the WPRA Foundation hosted a seminar at the JACC for Park & Rec professionals throughout southeastern Wisconsin.

**MONTE CARLO NIGHT:** We need of volunteers to help in the kitchen and with Bingo. If you can help, please contact Jess at 262-677-9665 x102. As always, this fundraiser can only be successful with sponsors and donations, so we would like to give a huge thank you in advance to all the businesses and individuals who so graciously help out with this 2019 event. Sponsor forms are available online at: [jacksonparkrec.recdesk.com](http://jacksonparkrec.recdesk.com).

## **Building Inspection**

Inspections have been up compared to the last couple of weeks.

The Building Inspection Department is now operating out of the Eagle Drive building (see below).

## **Public Works**

The Jackson Water Utility meter changeout and meter testing programs continued this week, along with completing PSC reports. Another Water Operator has returned to work, following shoulder surgery. The sanitary sewer lateral and water service for a house on Sherman Road has been connected. The contractor did not take precautionary measures to protect the water lateral from freezing and had to re-dig the lateral to thaw. The Jackson Water Utility will now work with the property owner to permit their private well.

The Street & Parks Department began chipping Christmas trees at the curb. They have been cold-patching potholes and helped in the relocation of the Building Inspection Department to the new Water Utility and Street Department building on Eagle Drive. The newly installed streetlights are not working at Georgetown at Ridgeway Drive and Sherman Road at Hickory Lane. The electrician has been notified to make the repair. Interviews are being scheduled next week for the new Street/Parks position.

At the WWTP, the plant experienced high flows this week, from one million to three million gallons per day. As of today the average flow at the plant has receded to 1.5 million gallons. A sanitary sewer lateral was repaired this week on Glencoe Lane. The slope on the pipe was relatively flat allowing a backup to occur. The line has been repaired. Slurry backfill was used to prevent settling.

## **Clerk/Treasurer**

The January Settlement of Tax Payments was filed with the County Treasurer. The taxes collected have been remitted to the overlying taxing jurisdictions: the County, Technical Colleges and School Districts.

Property tax payments continue to come in. The first installment due date is Thursday, January 31<sup>st</sup> and is to be made payable to the Village of Jackson.

Jilline participated in a Wisconsin Election Commission webinar on a Recap of 2018 and a Look at the Year Ahead.

Paula participated in two webinars: Wisconsin Retirement System Annual Reconciliation and NEOGOV Onboard Implementation.

Utility bills will be mailed out early next week.

## **Administrator**

The Jackson Quarterly has been sent to the printer. It will be included with the upcoming utility bills. An expanded online version is available on the Village website under Publications or at the following link: [January Quarterly](#).

The Building Inspection Department moved this week to the new Water Utility and Street Department Building located at W194 N16660 Eagle Drive. The new building will be open for business on Monday. Please use the south entrance. You will now need to use that facility for in-person utility payments, requesting payment receipts, and setting up payment plans. All building permits will now be issued at the same location. Utility payments may still be dropped off at the Village Hall (although receipts will not be issued.) Mailed payments should still be sent to the Village of Jackson, PO Box 637, Jackson, WI 53037.

The phone number for the Water Utility and Public Works Department is 262-677-0707.

The phone number for Building Inspection is 262-677-9696.

We ask your patience during the transition.