

To: Village Board, All Committee Members, and Others
From: John M. Walther, Administrator
Date: January 17, 2020
Re: Weekly Update



Police Department

January 13-17 is Wisconsin Adult School Crossing Guard Appreciation Week. We held an appreciation event at Jackson Elementary School on Thursday, with refreshments and small gifts of appreciation given to our valued crossing guards. We are grateful for their service to the Village in helping the students get to school safely.

JPD staff spent significant time this week in pre-construction meetings and tours. We toured West Bend Police Department and Saukville Police Department. We also met with our WatchGuard (in-squad video) representative to finalize infrastructure plans to integrate wireless uploading in the new building. We are planning reliable, state-of-the-art technology to increase efficiencies in the new police department.

The 4K class from Morning Star Lutheran School visited the JPD on Friday and received a tour and goodie bags.

A conditional offer of employment has been offered to a candidate arising from our police officer recruitment. The next step is for the applicant to complete the required psychological and medical testing.

Fire Department

There were sixteen medical and two fire calls this week. Of the two fires, one was located near Hillside Road, that broke out in a garage; it was quickly extinguished. The other was in West Bend that also broke out in a (detached) garage. It was extinguished with minimal damage.

Monday night training continued at the Schmahl farm house. Rescue methods were demonstrated in how to rapidly remove a victim from a house fire. We also worked on roof ventilation and ground ladder placement. It was the last training session at the farm house due to its demolition this week.

Fire inspections included a walk-through of the old Sierra Grinding building, along with the building inspector, where the owners are looking to divide the building into three separate leased areas; and also through Bruk Thompson's building on Eagle Drive, which is also looking to add partitions to allow for additional businesses. Keys were updated to allow emergency entrance to the buildings.

Living Word High School seniors learned about fire safety as they prepare to continue on to college or live on their own. A campus safety presentation and fire extinguisher training were demonstrated for the students. A station tour was provided to preschoolers from Morning Star Lutheran School. The Daily News spent several hours looking through the fire department. Questions focused on why we need a new fire station, what it will do for our community, and how it will improve operations.

Congratulations to John Schut for becoming the JFD's second FF/Paramedic. He has been working part-time with the JFD for several years. He will start out running a 16-hour shift rotation, spreading paramedic coverage out throughout the week.

Congratulations to Ginger Oestreich who has successfully passed her National Registry test for Advanced EMT. She will receive some in-house training before she starts running on the advanced level. We also congratulate Lisa Seeger for passing her EMT Basic National Registry test. She will also be working with EMTs to learn the protocols of running medical calls.

We continue to finalize the design work for the Municipal Complex. This week we spent time on interior design including flooring and wall space. On Tuesday, the Village Board gave Cedar Corp the go-ahead to ready the project for bidding.

Joint Parks and Recreation

4K teacher interviews concluded Monday. We were happy to offer the position to a Village resident. More information will come next week when it is "official". Lauren's final day is Thursday, February 6th. She will work with the new teacher for two and a half weeks to aid in the transition, especially for the kiddos.

4K enrollment for the 2020-2021 school year opens Monday, February 3rd. Spaces at the Jackson Area Community Center fill quickly, so please register ASAP. Enrollment packets are available at the Jackson Area Community Center. Contact Kelly if you would like a tour at: 262-677-9665 x103 or email her at: kvalentino@villageofjackson.com.

The Stonewall Prairie Condo Association met at the JACC on Monday.

The Greater Jackson Business Alliance met for its regular noon luncheon meeting on Wednesday. Kurt Kruepke from J&M/K&A was the guest speaker. His presentation was informational, eye-opening and inspiring. There were a lot of new faces. It was great to see more participation.

The Community Center was a very busy place today. Sysco held its district sales meeting, and as there was no school today, the Boys & Girls Club kids were also in the building.

Action in Jackson Committee met Wednesday to begin planning for the 2020 event. The dates are: Friday, June 12th and Saturday, June 13th. Put it on your calendar.

The Jackson Joint Park & Rec Committee met Wednesday evening. Two presentations were made: one from Scout Troop #765 and another from Osbourne Children's Books. The Committee also worked on the ten-year vision and planning for the Village Parks, Recreation & Open Space Plan. The Friends of Jackson Parks & Recreation also met that evening for its second annual meeting and election of Officers. Casey Latz remains President, Renee Kreiter, Vice-President, Gloria Teifke, Treasurer, and Sue Rank, Secretary. The group discussed potential nature-based/outdoor equipment for the early childhood area after receiving a Village employee grant donation. (They are still accepting funds for the challenge grant.) Also discussed was the Monte Carlo sponsor drive.

Monte Carlo Night – Saturday, February 1st. Staff and Park & Rec Committee members will be busy contacting businesses to secure table sponsorships, raffle items, and larger silent auction items for this year's event. New this year for the Tenth Anniversary of the event: the ticket price will also include special appetizer and drink coupons! Packet information and tickets are available at the Jackson Area Community Center or online at jacksonparkrec.recdesk.com.

Building Inspection

Permit volume was down this week while inspection activity was quite heavy.

Staff attended a Digger's Hotline safety and informational training event on Thursday morning.

An occupancy inspection was conducted with the JFD at the former Sierra Grinding building on South Center Street for A-1 Outdoor Services, a tree service. Rough plumbing and HVAC inspections were completed on the new twelve-family apartment building under construction on South Glen Brook Drive at Sherman Road.

Public Works

The Jackson Water Utility crew changed out the first forty-six customers of the year. The meters are tested after they are changed out. Digger's Hotline locates, radio programming continue. They also assisted the Street Department with snowplowing. US Cellular has completed the welding portion of the antenna upgrade at the white tower. Next comes the antenna installation.

The Street & Parks Department crew has been out chipping Christmas trees. Vehicle maintenance was done this week on the building inspection truck. Snow and salting operations continued this week with the various storms. The brick from the farmhouse is being collected and stored for the display wall in the new Municipal Complex. A blockage in the floor catch basin sewer pipe is being investigated at the Street Department. A rock was found in the pipe along with a leak in the pipe located in the hallway.

At the WWTP: Lateral inspections are being completed along with the meter changeouts. No major leaks have been found so far. The crew cleaned up snow at the plant and assisted the Street Department.

The Village of Jackson has again qualified for the Tree City USA designation. The Village will receive over \$43,000 in grant money from WisDOT Local Road Improvement Program (LPIP) fund for the Hunters Road reconstruction project.

Clerk

On Wednesday, Darlene and Jilline participated in a Wisconsin Elections Commission webinar on Absentee Voting in 2020.

The Type E Notice, Voting by Absentee Ballot for the Spring Primary was posted and will be published on Tuesday, January 21, 2020 in the Daily News.

The Badger Books were set up and tested. Badger Book is the electronic poll book software created with direct WisVote integration. Badger Books do not use an internet connection. The Badger Book is primarily used to check in voters, process absentee ballots, and register voters on Election Day.

Treasurer

W-2 and 1099 tax forms have been processed and printed. They should be out to all employees today.

The Village auditor was here on Thursday doing some preliminary audit work.

The On-Site Health Screening has been scheduled for Wednesday, March 4th from 9:00 a.m. to 1:00 p.m. at the Village Hall. Register at wellwisconsin.staywell.com.

Administrator

The Jackson Quarterly was mailed this week along with the utility bills. Click the following link to see an expanded version of the Quarterly on the Village's website, with three pages of pictures marking the beginning of the transformation of the Schmahl farm to the site of our new Municipal Complex: [https://www.villageofjackson.com/vertical/sites/%7BD4E639E0-08E4-4DA7-8985-CD98B86913E8%7D/uploads/January 2020 Quarterly - Online.pdf](https://www.villageofjackson.com/vertical/sites/%7BD4E639E0-08E4-4DA7-8985-CD98B86913E8%7D/uploads/January%20Quarterly%20-%20Online.pdf).