

To: Village Board, All Committee Members, and Others  
From: John M. Walther, Administrator  
Date: January 18, 2019  
Subject: Weekly Update



### **Police Department**

The JPD held a Crossing Guard Appreciation event at Jackson Elementary School on Tuesday. Crossing guards were provided with lighted LED hand-held stop signs which will enhance safety in our school zones. Photos and further information is available on our Facebook page.

Wednesday we hosted the Morning Star Lutheran School 4K class for a safety talk and tour of the JPD.

Our newest officer Tim Trapp began Monday. Officer Trapp will be in training with other officers for the next few months before he is certified for solo patrol. If you see him in the Village, feel free to say hello and welcome him to the Village of Jackson.

Chief Vossekuil attended an Office of School Safety Advisory Committee meeting in Madison today. This group meets quarterly to guide the efforts of the new Office of School Safety.

Officer Henning completed a three-day training session to certify him as a Field Training Officer. He will begin training Officer Trapp in the near future.

### **Fire Department**

Medical calls were normal this week along with four fire calls. A malfunction of a pull station triggered a false alarm at Jackson Elementary School. The West Bend School district took immediate action to repair the problem and restore the system. Another call was dispatched as a tractor on fire in the town. Upon arrival, a brush pile was found to be burning, appearing from a distance to be a tractor on fire. There was also a call for a triggered carbon monoxide alarm on Chateau Drive, and a call from a duplex resident for a propane gas odor. The JFD determined the odor to be emanating from the adjacent unit. The resident was not at home at the time so the garage door was pried up allowing high levels of propane to be detected, causing a forced entry to resolve the problem. An unlit gas grill had been left on in the garage.

The JFD awards banquet was held Monday evening. Thank you to the town for allowing the banquet at the town hall. There was music, food, and refreshments. The members put in significant time and effort and help to keep our fire protection costs low. We recognize and thank them for their valuable hard work.

The construction of the new ladder truck continues. Photos are posted on our Facebook page.

### **Joint Parks and Recreation**

Tuesday morning Kelly met with Emily Melstrand and Matt Durant from the WBSD to discuss further collaboration between the JACC and the School District with its early childhood programming.

Kelly submitted the 4<sup>th</sup> Quarter report to the ADRC to continue to qualify for the grant funding for senior programming (and the senior meals program using the JACC).

The Village Employees had their 2019 “Wellness Program Kickoff” on Wednesday. Those participating completed a survey and an activity on the importance of “details in communication,” which related to a goal-setting exercise.

The Action in Jackson Committee met Wednesday to begin planning the 2019 event which will take place on Friday, June 7<sup>th</sup> and Saturday, June 8<sup>th</sup>. The Fireworks, Carnival and Woodcarvers have all been booked. We’re excited to have the band UnXpected booked for Saturday night of the Fireworks!

Lauren and Kelly represented the JACC at the WBSD 4K Parent Information Night at West Bend High School Thursday night. Thanks to our “Dream Team” of teachers and staff, the JACC is a popular site.

The Boys & Girls Club held a very successful Parent Night and Chili Dinner Thursday night.

Monte Carlo Night– Saturday, February 2, 2019. Renee Fisher has been busy working on Monte Carlo Sponsors and Donations. Please help us to have another successful event this year by:

- Sponsoring a table
- Providing a raffle or silent auction item
- Volunteering to help at the event
- Coming and participating at the event and having FUN! We truly appreciate any way the community can help! Call if you have any questions 262-677-9665.

### **Building Inspection**

Inspections were steady this week.

We have completed the first week at the new Eagle Drive location. Organizing continues as time permits. Staff attended a free training on Inspection Frequencies for Life Safety Systems. The training was sponsored by the Wisconsin Fire Inspectors Association.

### **Public Works**

The Jackson Water Utility has officially opened and has begun taking payments at the new Water Department located at W194 N16660 Eagle Drive. The Building Inspection Department has now also relocated to the same building.

An inline valve was leaking on the private water main serving Dairy Queen. The valve bolts have been replaced with stainless steel. We are now evaluating making the main public in order to serve properties to the south along CTH P. The PSC reports have been completed showing 3,407 system meters including deduct meters. Meter testing and meter changeout programs will start next week with the smaller meters. US Cellular climbed the white tower this week to take an inventory of their equipment.

The Street & Parks Department continues to chip Christmas trees at the curb. Potholes are being cold-patched. The new streetlights are now working at Georgetown and Ridgeway Drives and Sherman Road at Hickory Lane. Interviews have begun this week for the new Street/Parks position. Reis Park tree cleanup has been completed. The Ash trees have also been removed in Meadowview Park. The Christmas decorations have been removed along Main Street. The crew is getting ready for the next snow storm.

At the WWTP, the septage receiving tanks were cleaned this week. Otherwise, scheduled maintenance is being completed.

### **Clerk/Treasurer**

2019 Pet licenses are now due for all dogs and cats five months of age or older. Please note – A copy of the pet's rabies certificate is required before a license will be issued. Dog license fees: Unaltered \$15; Neutered/Spayed \$10.00. Cat license fees: Unaltered \$10.00; Neutered/Spayed \$7.00

Utility bills were mailed January 14<sup>th</sup> and are due February 5<sup>th</sup>. Payments are now processed at the Public Works Building, W194W16660 Eagle Drive. Any questions, please contact Water Utility at 677-0707.

Paula has completed the W-2 and 1099-Miscellaneous tax forms.

Paula participated in a webinar, Wisconsin Department of Revenue My Tax Account, and in training on NEOGOV Onboarding implementation.

Jilline participated in a Wisconsin Election Commission webinar on 2019 Election Preparation.

### **Administrator**

The Greater Jackson Business Alliance held its luncheon meeting Wednesday at ComeForCare Home Care/Just Like Home Adult Day Center (a certified senior care center) in the Northwest Business Park. There were tours of the award winning facility and a presentation by owner Dave Morbeck. "Everyone knows someone who knows someone." For more information: <https://justlikehomeadultdaycenter.com/>.

The West Bend School Board approved a \$47 Million Referendum for the April ballot at its regular meeting on Monday evening, to include the construction of the new Jackson Elementary School.