

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



Police Department

Each year in March, Jackson Elementary School hosts a career day for their students to learn about many different occupations. Officer Jennifer Gerke of the Jackson Police Department has attended in past years to talk to the kids about the important work that police officers do in our community. Upon hearing that this year's career day was canceled due to the COVID-19 pandemic, Officer Gerke came up with an idea for a "Virtual Career Day" for the students, as they are already learning from home. She contacted Jackson Elementary School Guidance Counselor Angela Borst and developed a plan to record interviews remotely and provide them to the school. Officer Gerke conducted over twenty interviews representing a wide array of career options including: a FOX6 photojournalist, a professional dancer for the Milwaukee Bucks, and a chocolatier, among others. The video collection was made available to the Jackson Elementary students on Monday and has been incorporated into their curriculum. The introductory video and the interviews are publicly available here: youtube.com/watch?v=1U6JIM8ybZE.

The Washington County Police Chiefs, Sheriff, and District Attorney issued a joint statement this week regarding essential vs. non-essential businesses. That statement is available on the Jackson Police Department Facebook page.

Call volume has been down this week. Our night shift officers placed postcards in the doors of every business in the Village this week. The postcards advised the business owners that Jackson Police officers periodically check on their business during the overnight hours and encouraged them to contact us to provide emergency contact information.

Fire Department

There were thirteen medical and four fire calls this week, including an alarm at a multi-family residence caused by a system malfunction, and a motor vehicle with a punctured gas tank which the crew was able to temporarily patch. There was a mutual aid call to Germantown for smoke in a multifamily apartment building which was quickly mitigated, and a CO alarm at a multifamily residence with nothing found.

Business fire inspections have been carried out by phone using the honor system. It was an opportunity to ensure correct contact information. All Knox Boxes are also being checked and maintained.

We continue to plan for the COVID-19. We now have a suitable amount of personal protective equipment (PPE) in house. Thank you to all the companies and community members who have donated. A final draft of the COVID-19 SOGs and procedures is being written to protect our Fire department members. Hospitals are taking extra steps to protect their staffs as well. On the last page you'll find a number of links to COVID-19 resources.

Joint Parks and Recreation

Monday the WBSD held the kids breakfast/lunch distribution for the week outside of the Community Center. They will be back again on Monday, April 6th.

4k Distance Learning continues and Melissa and Angie are doing a great job keeping the kiddos learning. The 4k 2019-2020 parent outreach logs are being completed.

This week a "Senior Care Packet" was created and mailed to the seniors that regularly attend the JCC. It contained a thoughtful letter letting the seniors know we are thinking about them, along with several word searches, crossword puzzles, therapy coloring sheets, etc.

Staff continues to work on the Spring/Summer Guide. Events and programs are in a constant state of flux right now, so we are working through those challenges.

Virtual Lineup for the week from our instructors and partners – Programs may be found on the Jackson Parks & Recreation Facebook page:

- Monday – JK Lee conducted at-home martial arts, and Brenda Mundt provided her Tabata video.
- Tuesday – the JCC showcased the Special Olympics "Young Athletes 8 weeks at Home" program for kids of all ages and abilities. Bill Johnson provided "Bill's Daily Escape Travel" and Computer Tips.
- Wednesday – The JCC participated in the social media "Teddy Bear Hunt" for families. Angie had Teddy Bears in the windows of the JCC.
- Thursday – the feature was "Silver Sneakers on Demand."
- Friday – Hearts is the theme for Friday. Following the "Kidsforpeaceglobal.org" and Facebook initiative, we have hearts in the windows of the JCC to help spread the word of Happiness, Love, Kindness, and Positivity.

Building Inspection

Permit submittals were minimal again this week. Several inspections related to outdoor projects like fences, window replacements, and other similar projects were completed. Staff will continue to inspect similar projects as no social interaction is likely.

As part of ongoing “housekeeping” efforts, staff completed a full review of all property files this week to identify any properties that may have outstanding and/or unreported projects from prior years. For projects that have not been properly inspected, staff will contact the owner/contractor in an effort to arrange the necessary inspections. Several other files where inspections were completed but not reported or entered into the permit database were also identified. Staff will continue to process and close those files as well.

A Plan Commission submittal was received for the proposed storage development on Alcan Court. Staff will work on processing the submittal for possible consideration at the April 23rd meeting.

A property maintenance violation notice was issued for another Main Street property. Issues included two inoperable vehicles, vehicle tires and other parts, lumber, other debris, miscellaneous exterior storage, and overgrown vegetation.

Public Works

The Jackson Water Utility office is closed to the public. Bill payments may be made by appointment, using Utility drop box at the entrance door, by mail, or online by credit card. Call the office at 262-677-0707 with any questions. There were eighty Digger’s Hotline locates for the month of March averaging three per day. Water meters were pre-read to search for problems before billing. After reviewing the reports, it appears all meters are now programed to one gallon. A walk-through was done of two last year’s projects (Chateau Drive and Hickory Lane) to create a punch list. All the plastic curb valve boxes were found to be bent, prohibiting a wrench from operating the valve. Each box will need to be dig up to see if the problem is due to installation or material.

The Street & Parks Department crew continues to frequently disinfect the Village buildings. They also installed the banners along Main Street. Flags will be installed later. Wood chips were spread at the Village Hall and the Center Street parking lot. Cold patching was done. The final load of the 2019/2020 road salt allotment was received. Spring Cleanup Day at the Street Department has been canceled. All playground equipment has been cordoned off for use per Governor Evers “Safer at Home” Emergency Order #12.

At the WWTP: The crew trimmed trees on the plant grounds. The chlorine contact tank lines are being checked and replaced. The algae was cleaned from the clarifier tanks this week. Catch basin cleaning is done with the jetter truck.

Clerk

Open Book and Type D (Location and Hours of Polling Place) Notices were posted today and will be published tomorrow in the West Bend Daily News.

Absentee voting and registration has ended. NO voting may take place on the Monday before an election per Wis.Stats. Staff participated Wednesday in a webinar with the Wisconsin Elections Commission for Election Day Procedures and a conference call with the County Clerk on Friday regarding the Spring Election.

The Spring Election is Tuesday, April 7 in the Village Hall Garage. Polls will be open from 7:00 a.m. until 8:00 p.m.

Treasurer

The Village Employee Handbook has been amended to include Public Health Emergency policies. These policies are in place beginning April 1st until the health emergency has ended.

The Village registered with the FEMA Grant Program to help the Village get federal funding for additional expenses incurred due to the COVID-19 Health Emergency. We are also working on some additional federal aid opportunities.

The Village will be receiving our First Quarter State General Transportation Aid Payment on April 6th.

Administrator

The latest US 2020 Census self-response rate for the Village of Jackson is 61.3%. Please respond if you haven’t yet done so. If you didn’t receive a response request you should still respond. Click the following link: 2020census.gov.

Several different technology platforms are being evaluated for alternative ways to conduct Village Board and committee/commission meetings during the Coronavirus Emergency. The next Village Board meeting is scheduled for April 14th. The Annual Organizational Meeting is scheduled for April 21st. Terms for the three Trustee positions on the Spring Election ballot end at midnight on April 20th.

COVID-19 Resources

Froedtert & the Medical College of Wisconsin

COVID-19 Hotline: (414) 805-2000

You will be asked a series of questions to determine how to best serve you.

You may call on behalf of someone else

COVID-19 Testing Facilities:

Drexel Town Square Health Center

7901 S. 6th

Oak Creek, WI

Mequon Health Center

11430 N. Port Washington Rd.

Mequon, WI

Moorland Reserve

4805 S. Moorland Rd

New Berlin, WI

Sargent Health Center

840 N. 87th

Milwaukee, WI (Wauwatosa)

COVID 19 Outbreak Patient/Family Home Resource Handout

When to seek Emergency Medical Care (any one of the following, may seek care for other reasons also)

- Moderate to severe difficulty breathing or shortness of breath
- Persistent pain or pressure in the chest (not just with coughing)
- New confusion or inability to arouse
- Bluish lips or face

Below are various health systems hotlines, links to virtual visits and general information on COVID-19. CDC Site <https://www.cdc.gov/coronavirus/2019-ncov/index.html>

Advocate Aurora

Advocate Aurora COVID-19 Hotline **1-866-443-2584**

Information & virtual visits <https://www.advocateaurorahealth.org/coronavirus-disease-2019>

Ascension

Ascension National COVID-19 Hotline **1-833-981-0711.**

Virtual care for a \$20 fee at <https://healthcare.ascension.org/Specialty-Care/Online-Care>.

Children's Hospital of Wisconsin (CHW)

Virtual CHW urgent care visits <https://childrensfromhome.com/landing.htm>

General information <https://chw.org/patients-and-families/coronavirus>

Froedtert

Froedtert COVID Hotline 1-**414-805-2000**

General information <https://www.froedtert.com/coronavirus>