

To: Village Board, All Committee Members, and Others
From: John M. Walther, Administrator
Date: June 19, 2020
Re: Weekly Update



Police Department

Staff attended the grand re-opening of the River Bend Place (formerly: Youth Treatment Center) in West Bend. This juvenile detention facility is occasionally used by our officers when they encounter a juvenile requiring placement.

We've made the difficult decision to cancel our 2020 National Night Out (NNO) originally scheduled for August. We look forward to the 2021 NNO event and have already begun planning for it.

Each Fall the Jackson Police and Fire Departments receive sets of Green Bay Packer football cards to hand out to the youth in our community. The cards have been sponsored by John Kruepke in past years. We regret to announce that the company that normally prints the cards has decided not to print them this year.

The Wisconsin Department of Justice – Office of School Safety has announced a new state-wide 24/7 resource center and tip line. We are working with the schools in the Village to make them aware of this valuable resource. Any tips received will be immediately forwarded to the appropriate school and law enforcement agency, if necessary. The “Speak Up, Speak Out” Resource Center is scheduled to open September 1, 2020.

The Police and Fire Commission convened on Wednesday evening and interviewed candidates for our vacant police officer position. A list was certified and a background investigation is ongoing for one of the candidates.

Fire Department

There were thirteen medical and two fire calls this week, including a boat on fire at Ackerman's Grove County Park boat landing, where the fire was extinguished on our arrival; and a two-vehicle accident on CTH NN, where a vehicle backing out of driveway caused another vehicle to swerve, hitting a retaining wall. One person was injured and was transported to the local hospital.

The schedule is being planned for staffing needs for the summer months. Captain Huyser will be completing his Paramedic coursework next week and will be back on shift shortly. Two new POC paramedics are being trained to run on our ambulance. They will help when full-time members are absent.

We have been working with the fire inspection department this week. Many plans and applications are being reviewed. All applications will soon be completed digitally.

Monday night training involved EMS scenarios including the new full-time paramedics running with our POC members. The training helps all to understand the new structure of the higher level of coverage and how to respond together, allowing a paramedic to immediately respond to the scene.

Joint Parks and Recreation

The 4K Site Directors met on Wednesday to discuss the 2020-2021 school year. Several scenarios have been planned for as well as adjustments made to the Parent Orientations. We are hoping for more definitive information by our July meeting.

Parks and Rec staff continues to assist with the Washington County ADRC Senior Meals Program.

Reservations for shelter rentals continues. Typically, things are booked up before spring, but because of switches/changes/reschedules/limitations we still have a few shelters left to rent for summer parties.

Kettlebrook is reopening June 21st. They will be utilizing the gym monitoring numbers and social distancing.

The Boys & Girls Club summer permit was revised this week to add some gym time.

Beginning in July we will be able to keep the JACC open later – Monday through Thursday from 6:30 a.m.–8:00 p.m. Beginning July 6th, reservations will no longer be required for the Fitness Center, walking, or pickleball. We will continue with lower numbers and social distancing.

The Top 25 Fitness Members for the Month board has been developed; a way to help patrons stay motivated and a way to let them know we are thankful for their commitment.

The Jackson Food and Farm Market began June 18th and will continue every Thursday until October 15th from 2:30 – 6:00 p.m. at Lamm Gardens in Jackson.

The Splash Park group daily monitoring will begin Monday, July 6th. A monitor will be present from 10:00 a.m.–2:00 p.m. Monday through Friday – weather permitting. Reminder: groups of fifteen or more need to pre-register and pay for a group permit at the Jackson Community Center. Group reservations are only available Mondays.

Building Inspection

Inspection volume was heavy this week. Notable inspections include the pressure test on drain, waste, and vent systems for Building #1 at Rosewood Commons, with additional roughs scheduled for the last week of June; and above ceiling inspection for the office area at OnDemand Transportation, with occupancy expected to be granted next week.

Permit volume was also heavy this week. A total of 384 permits have been issued this year to date. Based on permit totals through the third week of June, the five-year average is 294 permits. Currently, permit totals are up 137 from 2019. Based on the five-year average, volume is up a total of 90 permits or 30%.

State Plan Approval was received for the proposed Snow Studs development on Alcan Drive.

Beginning this week, staff has implemented a revised process of reviewing and discussing Plan Commission submittals. The intent behind this process is to refine the discussion among staff reviewing each submittal prior to submittal to board members. The process should help to eliminate the sometimes conflicting comments, reduce or eliminate confusion based on the intent of the comment(s), and to develop a consensus on items that may be of particular interest.

Public Works

The Jackson Water Utility valve exercising and hydrant maintenance programs continues. Well #3 is still offline due to pumping sand. Quotes are being requested to pull the well pump and televise the level of sand required to be removed. The well had the same problem ten years ago. After having the air regulator on Well #4 replaced, the well is back online. The water meters for Stonebrook Apartment #3 are being installed. During meter changeouts, a valve was broken on a private line serving Eaglewood Apartments. The owner is responsible for the repair.

The Street & Parks Department has issued forty Yard Waste Site access cards to Village residents. For more information call 262-677-0707. The drive belt on the woodchipper broke on Tuesday, so the chipper was lost for the rest of the day. Thursday the crew resumed chipping and will continue until all piles are gone. Some trees are being cut down and others are being trimmed in Jackson Park. One of two grass mowers required servicing, but all mowing had been completed. The deadline for applications to fill the vacant Public Works position was today.

At the WWTP: A hole was discovered in the cover of Digester #2 tank. The hole caused methane gas to expand the spray foam installation over the cover. A temporary repair of JB weld was done until the cover could be welded today. Lawn repair was completed in areas where utilities were repaired.

Major earth work continued this week at the new Jackson Municipal Complex site. The pond is being excavated. Onsite water main is being installed followed by storm sewer. FEMA approval has finally been received. A pre-construction meeting has held on Wednesday for the Spruce Street and Ridgeway Drive extensions. The start date for that project is Monday (June 29.)

Curbing has been installed in the Laurel Springs Subdivision Addition #1. The final adjustment of utilities is being made prior to pavement installation next week, with streetlight installation and sidewalk the following week.

Clerk

The CARES Subgrant agreement has been submitted to Wisconsin Elections Commission. Staff participated in the Absentee Vote by Mail Improvements webinar. Partisan Primary election supplies were ordered today.

The AT-827 Annual Alcohol License report was filed with the Department of Revenue.

Approved 2020 Ordinances are now available on the Village's Municipal Code web page.

The local redistricting test Municipal Ward Plan has been submitted Legislative Technology Services Bureau (LTSB).

Treasurer

The 2019 Video Service Provider Report (SL-310) has been submitted to the Wisconsin Department of Revenue. The report is used to determine our Video Service Aid amount from the State.

The 2020 Annual Continuing Disclosure Report has been submitted to Ehlers.

The Village received its 2020 Grant from Cities & Villages Mutual Insurance Company (CVMIC) in the amount of \$5,000. The grant will be used by the Police, Parks and Rec, and Public Works Departments.