

To: Village Board, All Committee Members, and Others
From: John M. Walther, Administrator
Date: September 18, 2020
Re: Weekly Update



Police Department

Officer Nick Welch has successfully completed his field training program. After many weeks of intensive training, he has been certified for solo patrol. He has been assigned to second shift.

Chief Vossekul attended the Washington County Heroin Task Force Meeting hosted by Elevate this week. The medical examiner provided an overview of drug overdose trends in Washington County.

Fire Department

There were fifteen medical and two fire calls this week, including a CO call (with a reading of 100 ppm from a stove that was leaking gas) and assisting at a chimney fire call in West Bend.

A productive officers meeting was held this week, focusing on leadership. These leaders are the core of the department and continue to envision the future of the Village's thriving department.

Inspections are being made daily. Village fire call volume is held low due to regular inspections, but violations are being uncovered within the community. Working together will reduce and resolve the number of violations. Pre-planning is done during inspections to better understand building layouts, enabling the JFD to be more prepared in the event of a fire.

We continue to work on repairing our trucks. The second-out ambulance that was down for two weeks was returned to service today. Lights and sirens on the grass rig had stopped functioning. That repair has been made and it is also back in service. The pump on the tender truck has a piston issue; it will be repaired Wednesday. The light tower on the main engine is also receiving attention.

Representatives from the McFarland Fire Department visited the JFD this week to view our Pierce – Ascendant® Class ladder truck. They are looking to purchase a similar vehicle. Jackson is one of the few communities in the state that has one. Other departments visit to gain firsthand knowledge to be able to spec out their trucks.

Interior masonry walls have begun at the new fire department. Pictures will soon be added to our Facebook page.

Joint Parks and Recreation

The Community Center seeks a Building Supervisor! If interested, please contact Jessica at: 262-677-9665 x102.

Wash/Oz. Park & Rec Directors met Tuesday to discuss COVID-19 practices and budget implications.

The GJBA met Wednesday and welcomed guest speaker, Washington County Executive Josh Schoemann.

Flag Football began their games Wednesday. The Wednesday Adult Softball League concluded their season this week.

The Park & Rec Committee met Wednesday evening for its 2020 Budget review and 2021 Budget Presentation. The Budget has been recommended to move to both the Village and town boards for approval.

4K Directors met Wednesday. Things are going well with the five current classes of early childhood programs. The 4k Team at the JACC had a staff development meeting Thursday morning.

Bingo for the Seniors was able to begin Thursday following the latest COVID-19 modifications.

Next Wednesday we will be having a SEPRC – Region 4 Virtual Tour of the new West Allis/West Milwaukee Recreation Center and Community Building. If anyone is interested in attending, contact Jessica for the link.

The JACC will have NEW MORNING HOURS beginning Monday, September 21st – Monday to Thursday from 8:00 a.m. – 8:00 p.m., Friday 8:00 a.m. – 6:30 p.m., and Saturday from 8:00 a.m. until Noon.

The Activity Guide is online and registration is now open!

Preparation for the November General Election continues. An Absentee Ballot Box is being installed at the Village Hall (adjacent to the Drop Box) next week. Inspectors training is scheduled for October 19th at the Community Center. Jilline and Darlene will begin testing next Wednesday and Brian and the DPW will be taking care of the asphalt in the parking lot and the necessary handicap parking space modifications.

Don't forget new fall walking hours: Monday, Wednesday, and Friday from Noon to 3:00 p.m. and Tuesday and Thursday 11:00 a.m. – 1:00 p.m. New fall adult lending library and puzzle exchange hours are Monday through Friday from 3:00 – 8:00 p.m. and Saturdays from 8:00 – 11:00 a.m.

Building Inspection

Permit volume remained seasonally slow this week, but inspections remained steady including rough building and HVAC inspections for a home in Laurel Springs Subdivision – Addition #1, an interior expansion of Kettle Marine on CTH P, and a large storage building under construction at Main Street and Eagle Drive.

An occupancy inspection was completed on a single-family condominium recently completed on Stonebrook Drive and an insulation inspection was completed on building #5 at the Rosewood Apartments.

The parking and driveway areas at the Rosewood Apartments were paved this week with the first lift of asphalt.

Public Works

The Jackson Water Utility: Notification was received Monday that water was heard running at the fire damaged four-family apartment on Georgetown Drive. The water has been turned off to the entire structure. The annual raw water samples for the wells were taken this week. Work continues to find the correct number of sites for lead and copper testing. Leak detection inspections continue; water softeners appear to now be the leaking culprits. Curb stops in the Hunters Road Project were checked and repaired. Repair of the leaking hydrant at the end of East Gate was unsuccessful. It has been taken out of service until the Maplewood Farms development begins.

The Street & Parks Department has issued 128 Yard Waste Site access cards to Village residents. For information call 262-677-0707. The next curbside bag and brush pickup begins Monday (September 21st.) The asphalt patch and landscaping have been completed at Jackson Park Shelter #2. The asphalt patch has been done at the Community Center. Painting is being scheduled for the disabled parking stall. Street signs and traffic signs have been installed at the Laurel Springs Subdivision – Addition #1. The regrading of the south side ditch line on Cedar Creek Road is being scheduled. The emergency generator at the Village Hall is out of service. Antifreeze has leaked into the oil (or vice versa.) Options are being investigated.

At the WWTP: Decanting continues from the blue tank. Staff is developing a new fill station for the haulers of contents of the blue tank. The new sanitary sewer in Spruce Street was televised and approved. One of two turbo blowers failed at the plant. The replacement blower is being arranged. The splitter box gates have been inspected and are in good shape. A meeting was held with Town & Country Engineering to complete the Year 3 Phosphorus Compliance Report.

The stormwater pond at the new Municipal Complex site continues to be developed. Internal masonry walls for the Police Station are complete. Outside walls are scheduled to be installed next week. Spruce Street and Ridgeway Drive are being stoned for curb and gutter to be installed. WisDOT approved the Traffic Impact Analysis. We continue to wait for the permits from WisDOT to complete Ridgeway Drive north to STH 60.

The 2020 Hunters Road Reconstruction Project is being prepared for curb and gutter. The new Village-owned streetlights are being installed next week.

Clerk

The county has delivered the November General Election ballots. Absentee ballots requested thus far were mailed on Thursday. Future absentee requests will be processed and mailed until the Thursday, October 29th deadline. Track the status of your absentee ballot at [MyVote.wi.gov](https://myvote.wi.gov). Click on Vote Absentee and enter your information.

Staff participated in a Wisconsin Elections Commission webinar Wednesday on Poll Book Management.

Treasurer

The Flu Shot Clinic for employees and spouses is Tuesday in the Village Hall boardroom. To register for an appointment, log into the StayWell wellness portal at wellwisconsin.staywell.com and click on Flu Shot Clinics.

The Village Administrator and Treasurer met with the potential new auditing firm this week.

2021 Open Enrollment information will be sent out to all eligible employees next week, including premium rates, making changes to coverage, and new benefit programs. Open enrollment runs from September 28th – October 23rd.

Set-up is underway for implementing the new Payroll Portal. Information will be sent out to all employees regarding the new timesheet format along with training videos. The first department will begin to use this feature beginning with the September 28th payroll. A new department will be added each payroll until all are on-board.

The second Routes to Recovery submittal has been approved. The Village will be receiving \$35,598.03 to help cover unbudgeted expenses due to COVID-19.

Administrator

State Highway 60 is now open. The Wisconsin Department of Transportation construction project which began in late April finished on schedule, re-opening Thursday. Approximately seven miles of existing pavement on STH 60 were resurfaced between Eagle Drive in the Village of Jackson and STH 181 in Cedarburg. A roundabout was constructed at CTH Y. The bridge over Cedar Creek (just west of Maple Road) was reconditioned and guardrail was installed on its approaching roadways. The intersections along the corridor were reconditioned including the upgrade of the turn lanes and bypass lanes.