



**VILLAGE OF JACKSON
VILLAGE BOARD MEETING AGENDA**

Tuesday, May 14, 2024 at 7:30 PM

(Or immediately following Budget & Finance Committee)

Jackson Municipal Complex

Village Board Room

N168W19851 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call
2. Pledge of Allegiance
3. Ceremonial Swearing in of Curtis Minter, Jackson Fire Department
4. Resolution #24-09 - Appreciation of Service to Ken Klumb - Jackson Fire Department
5. Resolution #24-10 - Appreciation of Service to Kurt Kruepke - Jackson Fire Department
6. Public Hearings
 - a. Ordinance #24-04 Revisions to the Adopted 2050 Comprehensive Plan for the Village of Jackson, Washington County, Wisconsin
 - b. Conditional Use Request - Football Field Lighting - 2230 Living Word Lane - Living Word High School
 - c. Ordinance #24-05 - Planned Unit Development Zoning District (PUD-06) and Site Plan Review for W223 N16601 Cedar Parkway - Ryttec Corporation, LLC
7. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)
8. Consent Agenda
 - a. Approval of Minutes for the Village Board Meeting of April 9, 2024
 - b. Approval of Minutes for the Annual Village Board Organizational Meeting of April 16, 2024
 - c. Approval of Minutes for the Special Village Board Meeting of April 16, 2024
 - d. Resolution #24-08 - Approving the Village of Jackson, Washington County, Wisconsin Adjusted Urban Area Boundary
 - e. Resolution #24-11 - Accept Funds from Washington County Emergency Medical Services (EMS) & Fire Grant Program
 - f. Resolution #24-12 - Resolution Providing for the Sale of Approximately \$5,775,000 General Obligation Promissory Notes, Series 2024B
 - g. Washington County Brownfields Site Redevelopment Coalition Memorandum of Agreement Between Washington County and the Village of Jackson

9. Budget and Finance Committee
 - a. Review of 2024 Front End Loader Purchase for Village Street Department
 - b. Pay Request #1 - Water Wastewater Treatment Plant Tertiary Filters & Disinfection Project - JH Hassinger, in the Amount of \$85,500.00
 - c. Pay Request #2 - Water Wastewater Treatment Plant Tertiary Filters & Disinfection Project - JH Hassinger, in the Amount of \$9,975.00
 - d. Fourth Amendment to Tower/Land Lease Agreement - United States Cellular Operating Company, LLC
10. Plan Commission
 - a. Ordinance #24-04 Revisions to the Adopted 2050 Comprehensive Plan for the Village of Jackson, Washington County, Wisconsin
 - b. Conditional Use Request - Football Field Lighting - 2230 Living Word Lane - Living Word High School
 - c. Certified Survey Map - W197 N16961-63 Stonewall Drive - Juanita Nickelson
 - d. Ordinance #24-05 - Planned Unit Development Zoning District (PUD-06) and Site Plan Review for W223 N16601 Cedar Parkway - Ryttec Corporation, LLC
11. Board of Public Works
 - a. Review of Water Tower Site #2 for Verizon Monopole Installation
12. Personnel Committee
 - a. Review and Discussion of Village of Jackson Job Description Updates
 - b. Review and Discussion of Chapter V of the Village of Jackson Employee Handbook Regarding Employee Benefits
13. West Bend School District
14. Washington County Board Report
15. Greater Jackson Business Alliance
16. Mid-Moraine Municipal Association Report
17. Closed Session Pursuant to Wis. Stats. §19.85(1)(e), "Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive bargaining reasons require a closed session."

The closed session is for the following purposes:

 1. Discussing a Contracted Service
 2. Discussing a Development Agreement for TID 7
18. Reconvene into Open Session with Possible Action Related to the Subjects of the Preceding Closed Session
19. Adjourn

Persons with disabilities requiring special accommodations for attendance at the meeting should contact the Administration Department at the Jackson Municipal Complex at least one (1) business day prior to the meeting.

It is possible that members of the Village Board may attend the above meeting. No action will be taken by any governmental body at this meeting other than the governmental body specifically referred to in this meeting notice. This notice is given so that members of the Village Board may attend the meeting without violating the open meeting law.

RESOLUTION #24-09

RESOLUTION OF APPRECIATION OF SERVICE TO KEN KLUMB

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve the following:

WHEREAS, the Village of Jackson Board Members, the Jackson Fire Department, the Village of Jackson Employees and the Citizens of the Village of Jackson would like to express their appreciation to Ken Klumb for his public service, contributions, and dedication while serving the Village of Jackson as a member of the Jackson Fire Department for the last 65 years; and

WHEREAS, Ken has served in many roles on the Jackson Fire Department including Motor Pump Operator, Lieutenant, Training Officer, Communications Officer, 1st Assistant Chief and, most recently, Active Specialist, through which he is sharing his six decades of knowledge with the next generation of firefighters; and

WHEREAS, Ken revolutionized the limited communications systems of the Jackson Fire Department from a fire bell and ringing home-based phone to the far reaching base radio system by implementing a dedicated FCC licensed radio system, constructing an antenna for the radios on the Village Hall, programming and servicing Fire Department radios, and in 1972, implementing pagers to contact firefighters from the far reaches of Washington county; and

WHEREAS, Ken has served as the Jackson Fire Department treasurer and started a program to fund major truck purchases by saving the money prior to the purchase. This fund has served to provide the Jackson Fire Department with the best firefighting apparatus available while also saving the Village of Jackson tens of thousands of dollars in interest payments by eliminating or reducing the need to finance major equipment purchases; and

WHEREAS, Ken has offered freely his time and talents to the Village of Jackson, volunteering hundreds of hours each year for the past 65 years in service to the community of Jackson. He has responded to any call for service from the small hours of the early morning interrupting his sleep to setting aside his personal life during the dinner hour responding to fire and EMS calls; and

WHEREAS, Be it recognized how rare and special an accomplishment it is to not only serve 65 years as a volunteer for the Village of Jackson, but to serve those 65 years with vigor and involvement in all aspects of the department and that this achievement will most likely never be seen again by anyone in the volunteer/paid on call fire service.

THEREFORE, BE IT RESOLVED that the Village of Jackson does hereby honor Ken Klumb and expresses its deep and sincere appreciation for this remarkable accomplishment of service.

Introduced by:_____

Seconded by:_____

Vote: ____ ayes ____ nays

Passed and Approved:_____

Brian Heckendorf - Village President

Attest:_____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

RESOLUTION #24-10

RESOLUTION OF APPRECIATION OF SERVICE TO KURT KRUEPKE

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, the Village of Jackson Board Members, the Jackson Fire Department, the Village of Jackson Employees, and the Citizens of the Village of Jackson would like to express their appreciation to Kurt Kruepke for his public service, contributions, and dedication while serving the Village of Jackson as a member of the Jackson Fire Department for the last 35 years; and

WHEREAS, Kurt has advanced through the fire department ranks, from a Firefighter/EMT, to Motor Pump Operator, to Lieutenant, Captain, and Battalion Chief, all while providing the highest level of service in each role; and

WHEREAS, Kurt has served thousands of hours as a dedicated EMT, covering the daytime EMS schedule long before the addition of paid daytime staff, requiring him to regularly leave his full-time job at a moment's notice; and

WHEREAS, Kurt led as an incident commander, providing a voice of calmness during chaos, strong directive during countless emergency incidents, and a platform to all those that served under him; and

WHEREAS, Kurt has been an irreplaceable leader, mentor, and pillar of the Jackson Fire Department, who will forever be remembered and missed by all who had the privilege of working alongside him; and

WHEREAS, his dedication has helped make the Village of Jackson a better and safer place to live and work; now

THEREFORE, BE IT RESOLVED that the Village of Jackson does hereby honor Kurt Kruepke and expresses its deep and sincere appreciation for his service.

Introduced by:_____

Seconded by:_____

Vote: ____ ayes ____ nays

Passed and Approved:_____

Brian Heckendorf - Village President

Attest: _____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on bulletin boards at the Village Hall, Post Office, and one other location in the Village.

Village Official

Date

ORDINANCE #24-04

**AN ORDINANCE TO AMEND THE ADOPTED 2050 COMPREHENSIVE PLAN
FOR THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN**

WHEREAS, the Village Board adopted a comprehensive plan on August 10, 2009, as referenced in Chapter 38 of the Village Code of Ordinances; and Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

WHEREAS, the Village Board has made a number of minor revisions to the adopted plan since that time including a major plan update in 2019; and

WHEREAS, the Plan Commission desires to revise Exhibit 8.11 titled "Projected Land Use: 2050" in the adopted comprehensive plan; and

WHEREAS, the Plan Commission finds that the revisions set forth herein are consistent with the remainder of the adopted plan; and

WHEREAS, the Village published a Class 1 public notice and held a public hearing on April 12, 2022 to obtain public comments regarding the comprehensive plan amendment, as enumerated in Section 66.1001(4)(d), Wis. Stats., and the public participation procedures for comprehensive plan amendments adopted by the Village Board through Resolution #19-24; and

WHEREAS, by a majority vote of the entire Plan Commission recorded in its official minutes on Thursday, March 21, 2024, the Plan Commission recommends to the Village Board the revisions to the adopted comprehensive plan as included in adopted Resolution #24-02 and as set forth herein.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Amend Map 1, titled "Land Use Plan for the Village of Jackson: 2050" on page 5 of the Comprehensive Plan for The Village of Jackson: 2050 by changing the projected land use for Parcel T7_047700K and Parcel T7_047700L from Medium-Density Residential to General Commercial District.

Section 2. This ordinance shall become effective upon passage and posting, or publication as provided by law.

Section 3. The Village Clerk is directed to send a copy of the amendments to each of the following parties listed below pursuant to Section 66.1001(4)(b) of the Statutes:

- a. the clerk for Washington County;

- b. the clerk for the Town of Jackson;
- c. the clerk for the Town of Polk;
- d. State of Wisconsin Department of Administration;
- e. Southeastern Wisconsin Regional Planning Commission (SEWRPC); and
- f. Slinger Community Library.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date _____



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 18, 2024
Agenda Item: # 3
To: Plan Commission
From: Collin Johnson, Director of Inspections/Zoning
Subject: Conditional Use Request - Football Field Lighting - 2230 Living Word Lane - Living Word High School

Background and Analysis:

Living Word High School is embarking on a project to light their football field, which includes the installation of four poles placed on two sides of the football field. The poles are 70-feet in height, with an additional 5-foot lightening rod attached, for a total height of 75-feet. A project summary, including pole dimensions and photometric, are included in the packet.

As part of the planning effort, Village staff requested Living Word High School hold a community forum to inform adjacent neighbors of the lighting plan. This was recommended by staff to advise and answer any questions abutting neighbors might have regarding the overall project and any potential concerns regarding lighting "spill" onto their properties.

The community forum was held at Living Word High School on March 21, 2024, the details of which are included in the packet.

Comprehensive Plan & Zoning Impacts:

The parcel is zoned I-1 Institutional & Public Service District, in which all uses are "conditional uses." There are no maximum height restrictions stipulated in the I-1 zoning ordinance.

Site Plan:

See attached location map and site plan.

Review Procedures:

The Plan Commission is advisory. The Village Board makes the final decision, following a public hearing.

Signage:

None.



Taking the lead in Washington County.

Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the proposed lighting project, conditioned upon proper permitting and engineering document submittal.

Notice Requirements:

1. Posting on the agenda
2. Notification of all contiguous property owners
3. Class II legal notice

Potential Action:

Motion to recommend the Village Board approve the Conditional Use request pertaining to installation of football field lighting for Living Word Lutheran High School, 2230 Word Lane, Jackson, WI.

Attachments:

1. PC Application with Letter of Intent
2. Location Map with Football Field Detail
3. Construction Drawings
4. Photometrics

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

- ☐ COMMERCIAL ☐ INDUSTRIAL ☐ RESIDENTIAL ☒ OTHER EDUCATIONAL
- ☒ **CONDITIONAL USE** nr
- ☒ New
☐ Amendment
☒ Special Use
(For existing Cond. Use ONLY)
- ☐ **PLANNED UNIT DEVELOPMENT**
- ☐ New
☐ Amendment
☐ Special Use
(For existing PUD ONLY)
- ☐ CERTIFIED SURVEY MAP
☐ CONCEPT PLAN
☐ COMP. PLAN AMENDMENT
☐ OTHER _____

Property Address: 2230 LIVING WORD LN Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): LIVING WORD LUTHERAN HIGH SCHOOL

Mailing Address: 2230 LIVING WORD LN JACKSON State WI Zip 53037

Office: (262) 677-9353 Cell: (262) 365-1509 Fax: (262) 677-8357

Email: dmiskimen@lw/hs.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____ - _____

Mailing Address: _____ State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): LIVING WORD LUTHERAN HIGH SCHOOL ASSOCIATION

Address: SAME AS APPLICANT State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: ENTERPRISE LIGHTING & CONTROL

Primary Contact: JOE BLUMA

Address: 2007 Pewaukee Rd WAUKESHA State WI Zip 53188

Office: (262) 953-6843 Cell: (262) 353-2788 Fax: (_____) _____

Email: jblume@enterprise-lighting.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: INSTALL Permanent
Field lighting at LWLHS Football Field
4-POSTS - see lighting plan

Provide a brief overview of proposed use(s) of entire property and/or lease space: 4-5 Football contests, & 4-6 Soccer games per year

Hours of Operation: 6-10 pm

Provide a brief overview of proposed daily on-site operations: Special events only

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: _____

There could be some ambient light outside the Field
of play.

Describe all businesses, properties and other entities located adjacent to the proposed use: NONE DIRECTLY
ADJACENT. THERE ARE CONDOS TO THE WEST W/ A FULL
SOCCER Field & Tree Line IN BETWEEN.

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: LIKELY - To ADD minor landscaping around two of
~~the~~ the four light posts.

Describe any proposed grading, and/or stormwater management plan: N/A

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____
AROUND Two (EAST) LIGHT POSTS

Describe any proposed on-site security measures including site lighting: Next step will be additional fencing to control night
time access and minor lighting to foot traffic areas.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____
N/A

Describe the projected traffic circulation and impacts: World cause a shift in traffic times due to later game starts.

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location:
Small signs acknowledging funding sponsors for the project.

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: 4 Posts - SEE Drawings

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
No Additional Parking required

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
SAME AS Current

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print):

DAVID MISKIMEN

Applicant Signature:



Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

3/22/24

SUBMIT TO:

Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO:

Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director:

For questions concerning **application submittal, zoning, or technical questions.**

Phone:

(262) 677-9696 x810

Email:

collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 3-25-24

Amount: \$ 175.00

Payment Type: ☒ CH / CC / CASH

Check/Rcpt. #: 2105

Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 282745

Date: 3/25/2024

Check

RECEIVED
FROM LIVING WORD

\$175.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	175.00
	COND USE/FOOTBALL FIELD LIGHTS	

TOTAL RECEIVED	175.00
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Receipt Memo: COND USE/FTBALL FLD LITES/CK#2105



March 22, 2024

To the Jackson Village Board and Planning Commission:

Living Word Lutheran High School is formally submitting a request for a permit to add permanent lighting to its existing football field. Accompanying this application are illumination and environmental impact summaries, as well as a summary of the Community Forum we hosted for our residential neighbors to the west of campus.

Sincerely yours,

A handwritten signature in black ink, appearing to read "DM", written over a horizontal line.

Dave Miskimen
Executive Director



March 22, 2024

To the Jackson Village Board and Planning Commission:

With regard to the request for permit to install permanent field lighting for its existing football field, the following comments are submitted as our impact statement relative to the project:

- A. General use will be from 6pm-10pm 4-5 Friday nights in the fall plus a handful of similar times for select boys (fall) and girls (spring) soccer games. The football program may wish to practice at night from roughly 6:30-8pm on Thursdays before games.
- B. There will be the common noise generated from a home contest or practice, just now on some evenings instead of afternoons or Saturdays
- C. Vehicle travel will not necessarily change overall, but shift to evenings rather than late afternoons or Saturdays.
- D. We anticipate only slightly more passenger vehicles on our campus during these times in our traditional use parking lot
- E. Low profile signage is planned for recognition of project funding sponsors
- F. We are hoping to complete the project in May-June of 2024
- G. N/A
- H. No change
- I. No change

Thank you for your consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Dave Miskimen". The signature is stylized with a large, sweeping initial "D" and a distinct "M".

Dave Miskimen
Executive Director

REAL ESTATE CLOSING STATEMENT

PROPERTY: 16.50 ACRES IN SW 1/4 SE 1/4, 17-10-20,
Town of Jackson, Washington County, Wisconsin
SELLER: ANDREW J. LODUHA LIVING TRUST DATED MAY 2, 1997
BUYER: LIVING WORD LUTHERAN HIGH SCHOOL, INCORPORATED

DUE SELLER:

Purchase Price (16.50 Ac. x \$33,500.00)	\$552,750.00
Taxes Prorated through 10-31-00	
(1999 net general tax \$364.54* ÷ 29.41 ac. =	
\$12.40 per ac. x 16.50 ac = \$204.60 ÷ 366	
days x 61 days of Buyer Ownership)	34.10
Recording Fee/Deed	12.00
Total Due Seller:	\$552,796.10

CREDIT BUYER:

Earnest Money Deposit	\$ 10,000.00	
	Total Credits to Buyer:	- 10,000.00
	Balance from Buyer to Seller:	\$542,796.10

TO BE DISBURSED AS FOLLOWS:

Lakeland Title Services, Inc. - Title Policy	\$ 620.00	
Special Assessment Cert.	11.00	
Gap Endorsement	75.00	
Escrow Fees	500.00	\$ 1,206.00
Register of Deeds - Recording fees, Real		
Estate Transfer Fee	\$1,658.40	
Recording Fee/Deed	12.00	1,670.40
Register of Deeds - Recording Fee/		
Partial Release of Mortgage		12.00
Badgerland Farm Credit Services, FLCA -		
Mortgage Payout		75,000.00
Schloemer Law Office		12,000.00
Lakeland Title Services, Inc. - Intermediary		452,907.70
Total Disbursements:		\$542,796.10

NOTE:

* Seller shall be responsible for payment of 2000 real estate taxes. Parcel will not be split off until January, 2001.

Possession shall be given to Buyer on date of closing.

Dated November 1, 2000

BUYER:
LIVING WORD LUTHERAN
HIGH SCHOOL, INCORPORATED

SELLER:
ANDREW J. LODUHA LIVING TRUST
DATED MAY 2, 1997

By _____
Timothy R. Niekerk, President

By _____
Andrew J. Loduha, Trustee



LIVING WORD

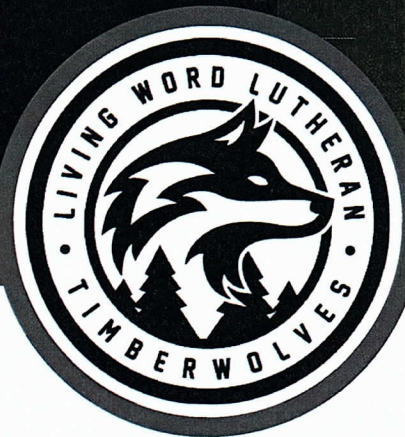
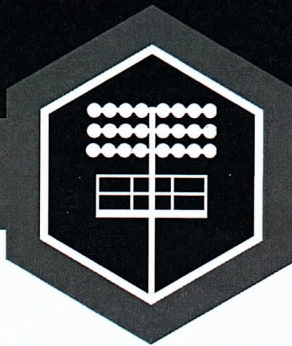
LUTHERAN HIGH SCHOOL

You're invited to our

COMMUNITY FORUM

About an upcoming lighting project for football field on LWLHS campus.

Proposed lighting area on the field.



DATE

Thursday, March 21, 2024



TIME

7:00 PM



LOCATION

Living Word Lutheran HS
2230 Living Word Ln
Jackson, WI 53037



PARKING

Use East Parking Lot



PHONE

262-677-9353

Dear valued neighbor,

Living Word Lutheran High School is embarking on a project to add permanent lighting to its football field (may also be used for some soccer contests) in spring of 2024. The facility will likely be used for 10-12 events annually. You may have noticed the three previous events over the last two years when we brought in temporary lighting. The initial community feedback was very positive, so we are proceeding with plans for permanent lights.

At this community forum we will give greater detail about the specific lighting plan and open the forum to questions from the floor. Please note the picture (upper right corner) that shows the engineer's anticipated light impact beyond the playing field. The light produced beyond the field itself is minimal, if any. If you have any specific questions with regard to this light project, we invite you to attend our community forum on Thursday, March 21 at 7pm in the LWLHS Student Center (use the east parking lot).

Respectfully,

Dave Miskimen
Executive Director, LWLHS





SUMMARY OF COMMUNITY FORUM

Location: Living Word Lutheran High School Student Center

Date: Mar 21, 2024

Time: 7pm

Feedback was provided from seven (7) households and two (2) businesses.

Primary questions were with regard to timing of the project and if there were current plans for future lighting projects. There was no opposition to the project that was voiced, but mostly curiosity. Most attendees were actually very positive with regard to development.

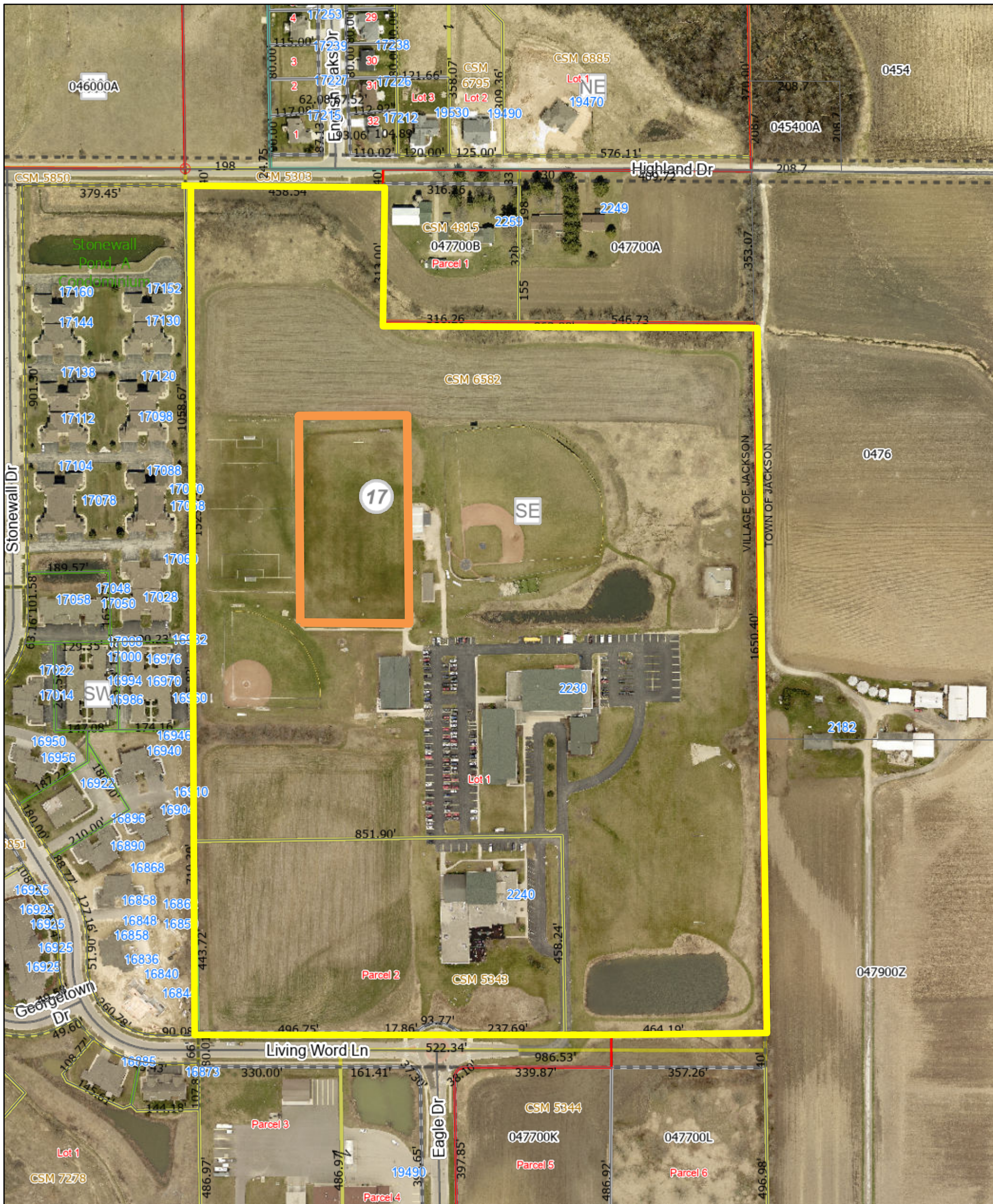
The forum concluded at 7:47 pm.

Submitted by:

A handwritten signature in black ink, appearing to read "DM", enclosed within a large, loopy oval.

Dave Miskimen
Executive Director

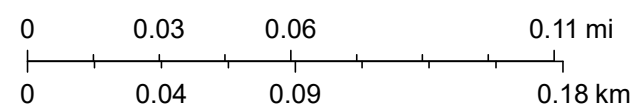
2230 Living Word Lane



3/25/2024, 3:04:01 PM

Lines	Leader Lines	Assessor Plat; Cemetery Plat; Subdivision
Override 1	Parcel Taxkey & Acreage	Right-of-Way
Override 2	PLSS Boundary	Municipality
Current Parcel	PLSS Section	Local Road Labels
Address Point	PLSS Quarter	Local Road
Lot Number	Lot	PLSS Monument
Certified Survey Number Plat		Landhook
Condominium Name	Certified Survey Map	
Subdivision Name	Condominium	

1:2,543



PROJECT SUMMARY

Project: Living Word High School - Football Field [Class III]

Quote No.:

Designed By:

Date Created: 9-7-2023

Sales Agent: Enterprise Lighting



☐ Triton™ G2
300W/400W/500W
Weight: 33 lbs.
EPA: 1.42 ft²



☒ Triton™ G2
750W/1250W
Weight: 62 lbs.
EPA: 2.08 ft²



☐ Nova™ G2
400W/500W/600W
Weight: 43 lbs.
EPA: 1.90 ft²



☐ Nova™ G2
800W/1000W/1200W
Weight: 77 lbs.
EPA: 3.60 ft²

Luminaire Summary

Color/CRI/NEMA:	5700K – 70CRI – NEMA 4
Luminaire Output:	146469 Lumens
Total Load:	24 .91kW
No. of Luminaire:	20
LED Lifetime:	L70>100,000 hours
Electrical Load:	Refer to Amperage Draw Chart in product spec sheet.
Aiming/Installation:	Results ± 3% nominal voltage at line side of driver & structures located within 3ft of layout locations.
Measurement:	Illuminance (FC) are measured at a 1m (3ft) elevation within PPA (Primary Playing Area).
Illumination Performance:	LLF is 0.90 includes the dirt depreciation factor, illumination level guaranteed minimum 10 year & up to 25 years based on usage. *Refer to Warranty Letter.
Spill Reading:	Spill reading listed do not account for any foliage or obstructions.

THIS DESIGN WAS DONE IN ACCORDANCE WITH
ILLUMINATION SOCIETY OR NORTH AMERICA STANDARDS

MAINTAINED

GUARANTEE IS BASED ON PROPER INSTALLATION, MINIMUM
INPUT VOLTAGE+/- 3 FEET, AND POLES PLACED WITHIN
4 FEET OF SPECIFIED LOCATIONS, POLES TO COMPLY
WITH CURRENT ASSHTO STANDARDS.

THIS IS PRINT IS FOR PROPOSAL USE ONLY
AND IS NOT TO BE USED FOR PRODUCTION.

Illumination Calculation Summary (Primary Playing Area)

Symbol	Qty	Label	Arrangement	LLF	Watt	Total Watts	Lum. Lumens
→	20	Triton G2 1250W NEMA4 - 40D	SINGLE	0.900	1245.7	24914	146469

Calculation Summary (Primary Playing Area)

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	CV	UG	PtSpclr	PtSpctb	Grid Z
Football Field	Illuminance	Fc	34.46	45	26	1.33	1.73	0.17	1.67	25	25	3



Recreation Areas to Professional Locales



Game-Changing Performance & Reliability

Not to be reproduced in whole or part without the written consent of TGS SPORTS ©2023

File# 09072023 9601 Variel Ave. Chatsworth, CA 91311 818-206-4404 www.tgssports.com

ILLUMINATION SUMMARY

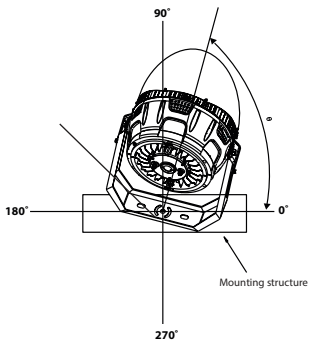
Pole/Luminaires/Bracket Summary

Pole	# Lums	Bracket
P1	5	X
P2	5	X
P3	5	X
P4	5	X

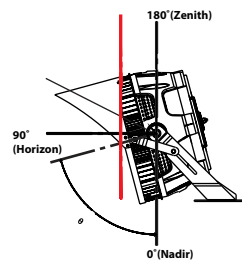
Luminaire Location Summary

LumNo	Label	X	Y	Z	Orient	Tilt	X-Aimpt	Y-Aimpt
1	Triton G2 1250W NEMA4 - 40D	-111	-96	70	314.516	53.342	-44.869	-163.257
2	Triton G2 1250W NEMA4 - 40D	-111	95.498	70	45.735	54.227	-43.002	165.264
3	Triton G2 1250W NEMA4 - 40D	111	-96	70	221.711	54.465	37.635	-161.391
4	Triton G2 1250W NEMA4 - 40D	111	95.498	70	139.629	54.994	34.648	160.411
5	Triton G2 1250W NEMA4 - 40D	-111	-93	70	328.314	58.516	-13.51	-153.178
6	Triton G2 1250W NEMA4 - 40D	-111	92.498	70	32.203	57.447	-17.989	151.078
7	Triton G2 1250W NEMA4 - 40D	111	-93	70	209.627	56.462	18.968	-145.338
8	Triton G2 1250W NEMA4 - 40D	111	92.498	70	148.658	56.712	19.716	148.091
9	Triton G2 1250W NEMA4 - 40D	-111	-90	70	20.497	54.636	-18.362	-55.369
10	Triton G2 1250W NEMA4 - 40D	-111	89.498	70	336.925	53.068	-25.082	52.895
11	Triton G2 1250W NEMA4 - 40D	111	-90	70	154.557	53.144	26.436	-49.769
12	Triton G2 1250W NEMA4 - 40D	111	89.498	70	206.717	54.623	22.702	45.056
13	Triton G2 1250W NEMA4 - 40D	-111	-88	70	48.975	53.883	-47.855	-15.423
14	Triton G2 1250W NEMA4 - 40D	-111	87.498	70	311.027	54.203	-47.109	14.069
15	Triton G2 1250W NEMA4 - 40D	111	-88	70	132.938	53.407	46.595	-18.783
16	Triton G2 1250W NEMA4 - 40D	111	87.498	70	223.087	55.332	36.888	18.176
17	Triton G2 1250W NEMA4 - 40D	-111.093	-91.501	70	351.626	55.076	-11.643	-106.14
18	Triton G2 1250W NEMA4 - 40D	-111.093	90.999	70	8.933	54.5	-13.883	106.279
19	Triton G2 1250W NEMA4 - 40D	111.093	-91.501	70	184.869	54.306	13.743	-99.794
20	Triton G2 1250W NEMA4 - 40D	111.093	90.999	70	176.988	52.617	19.342	95.827

Orientation
Pre-aiming base on modulo positioning

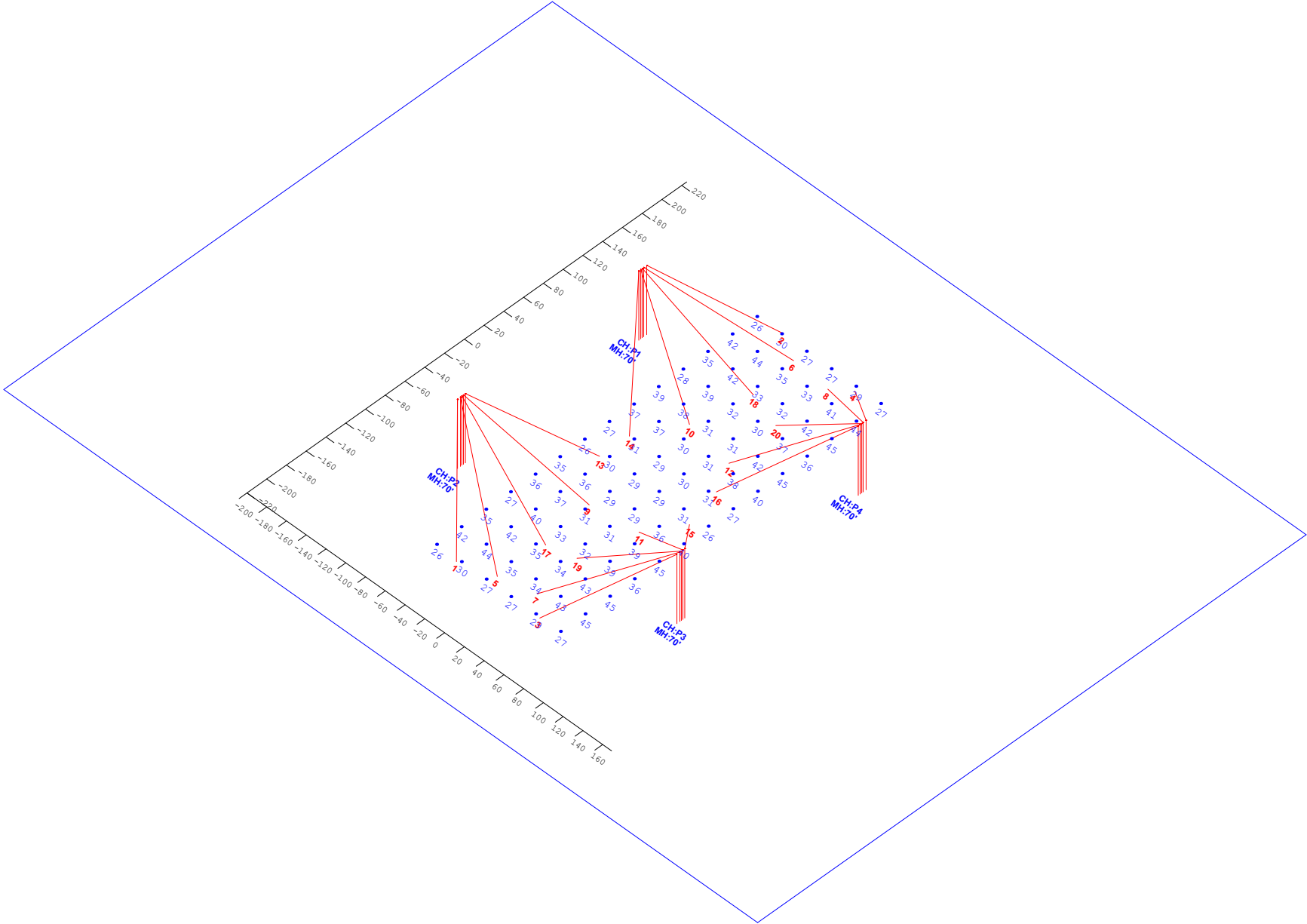


Tilt



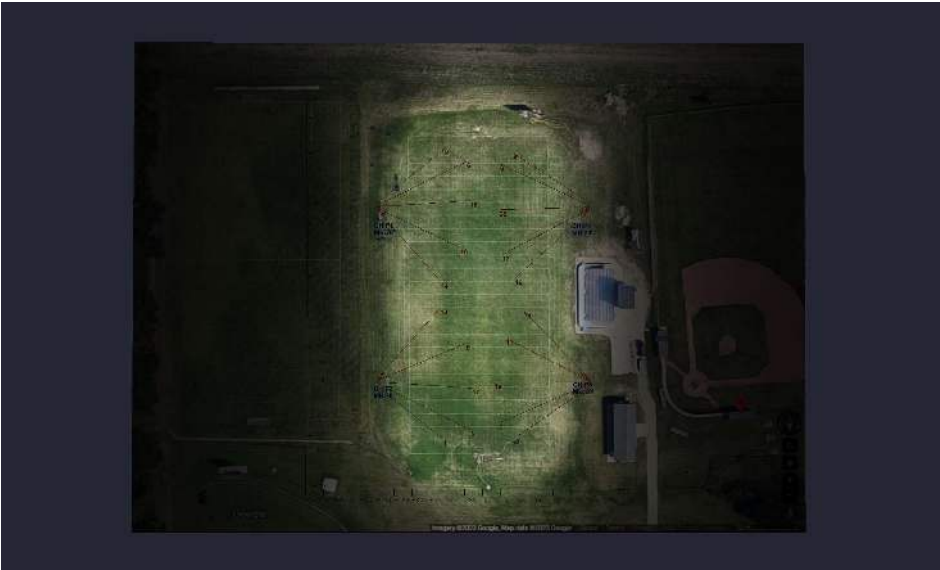
Mounting Height: 70ft (Above Grade)

Orient values shown in TGS Installation layout are based on 0° being Plan East. Plan East means 0° is heading to the right side of layout drawing as you hold it in front of you, which is not necessarily geodetic or True East.

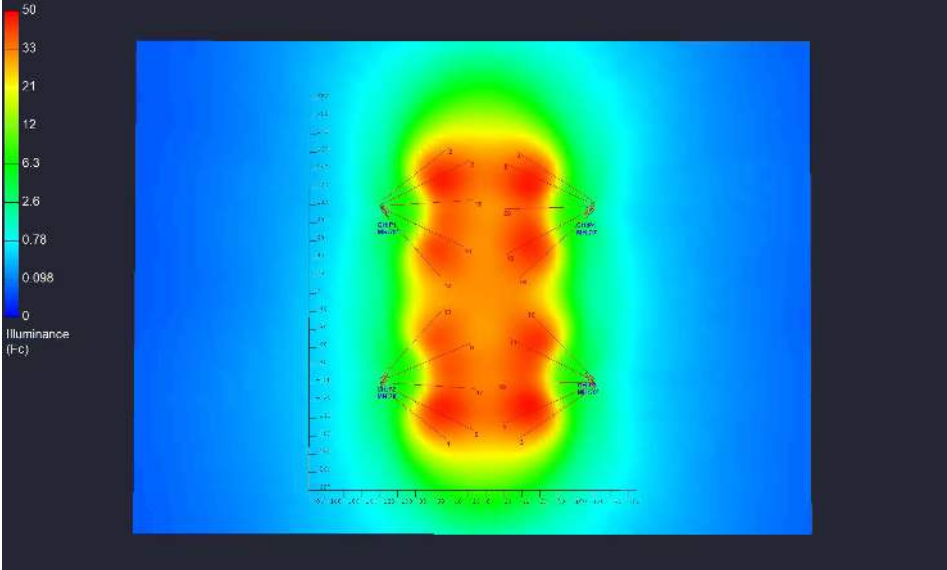


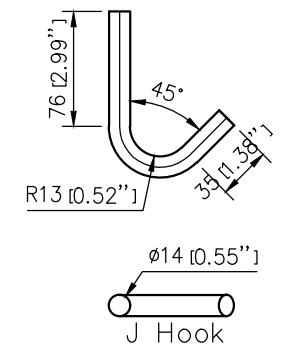
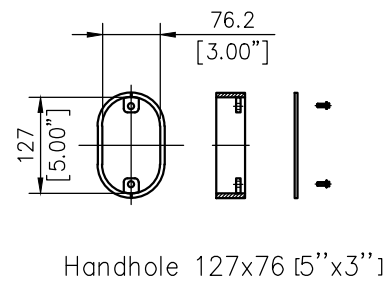
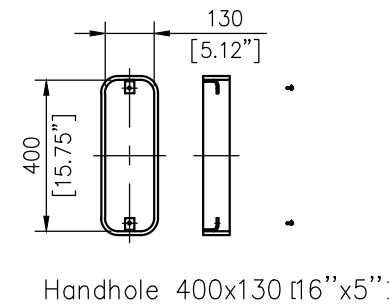
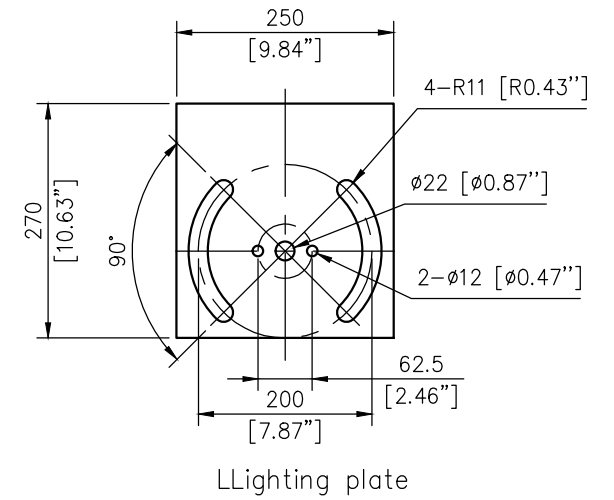
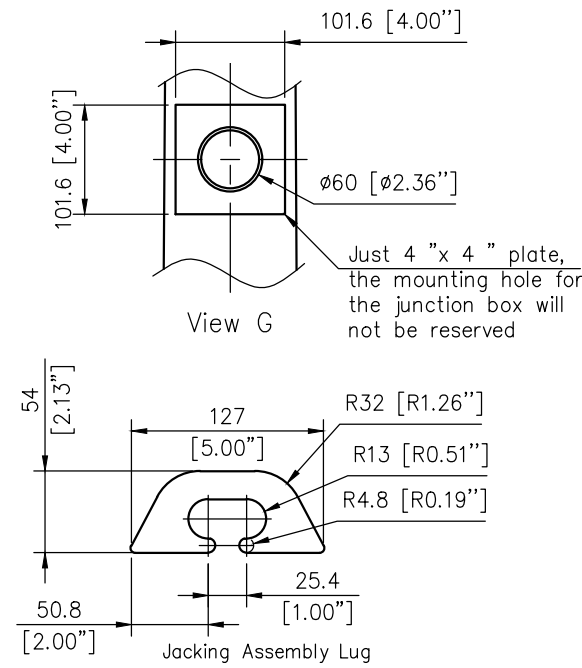
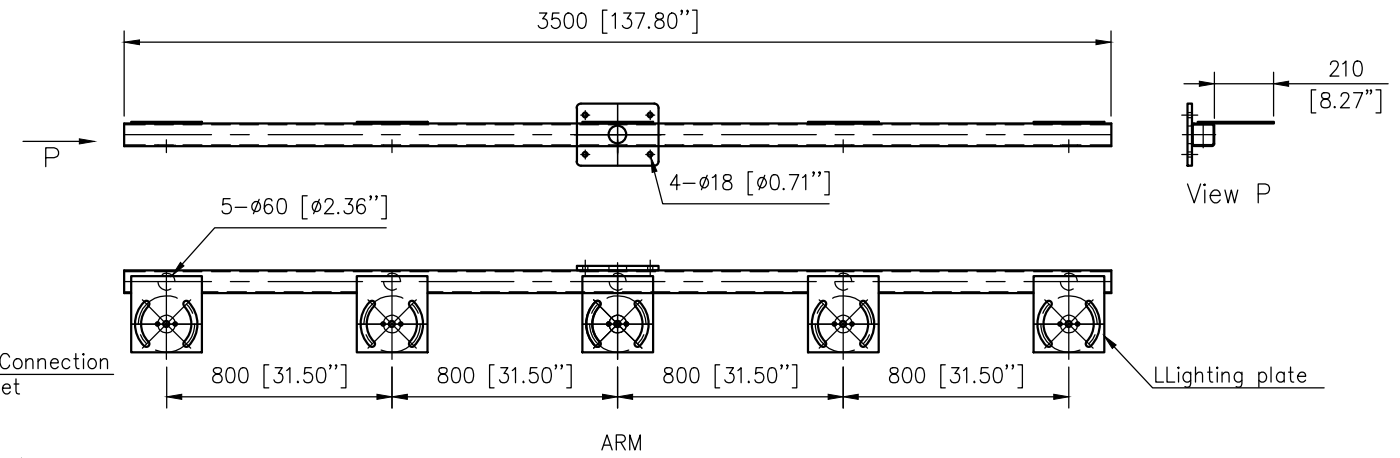
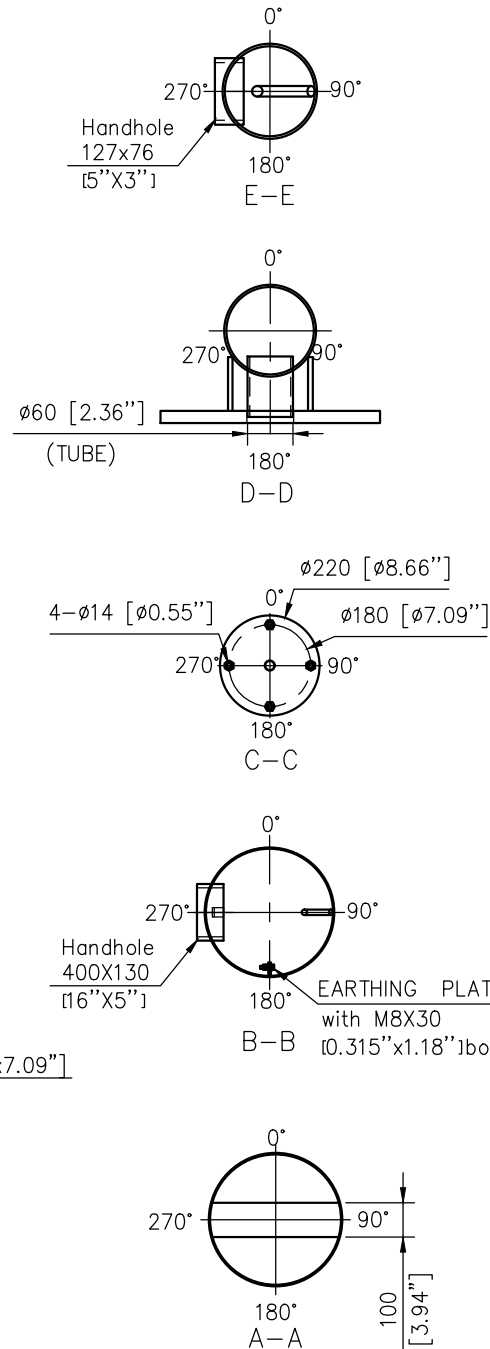
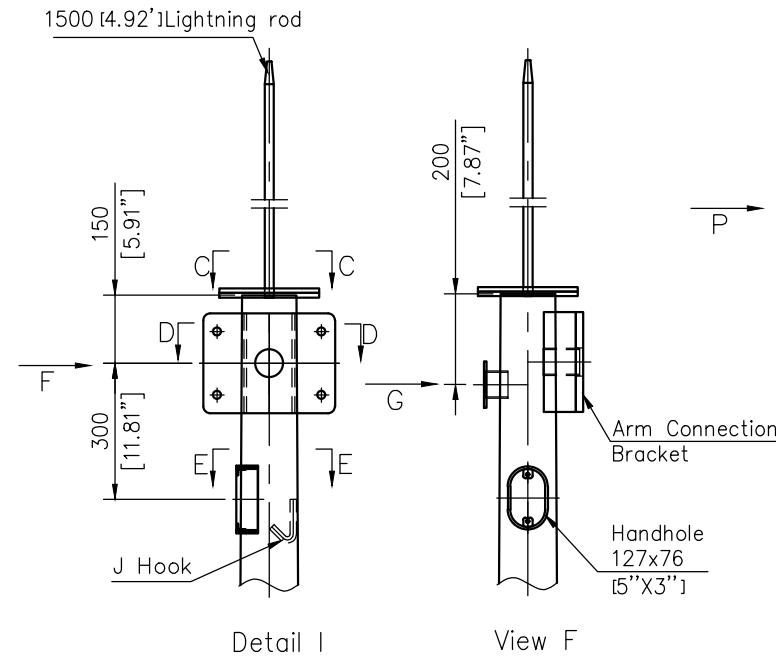
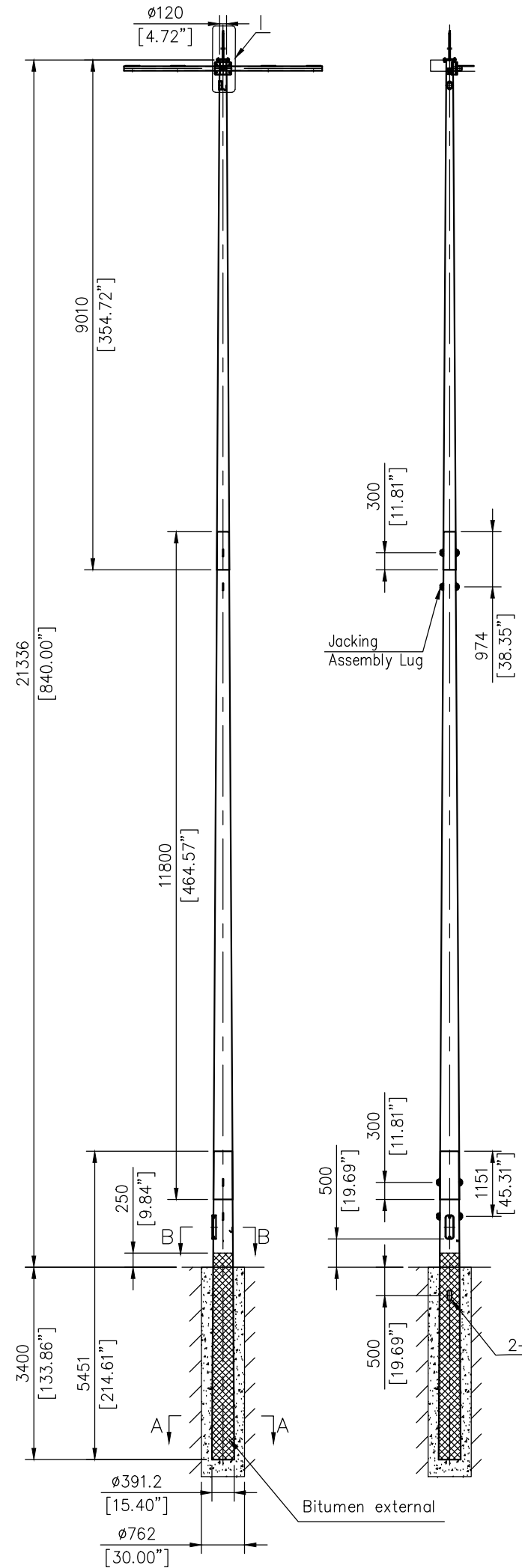


3D Rendering



Color Rendering





			上海安伯工业设备有限公司 Shanghai Ambor Manufacturing Ltd. www.ambor.cn		
CLIENT		TGS sports			
TITLE		L23027007-Jackson WI-SP70ft-5L-106mph vult-R0			
DRAWN	LB	2024/1/29	MATERIAL		MANUFACTURING ORDER
ENGR	WZL	2024/1/29	THK(mm)		
CHECKED	LCL	2024/1/29	WT(kg)		
SPECIFICATIONS			SCALE		VERSION: A Page 30 of 36



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 18, 2024
Agenda Item: # 5
To: Plan Commission
From: Collin Johnson, Director of Inspections/Zoning
Subject: Ordinance #24-05 - Planned Unit Development Zoning District (PUD-06) and Site Plan Review for W223 N16601 Cedar Parkway - Rytec Corporation, LLC

Background and Analysis:

Rytec Corporation recently submitted a Concept Plan review related to construction of an addition for a material handling system. During the initial review, staff discovered that a proper Planned Unit Development (PUD) Zoning District ordinance was never developed for the initial development and use of this site.

The addition, as proposed, would include construction of a 24' x 45' tower-like structure along the south side of the existing building. The tower would be approximately 43 to 45-feet in height, as originally proposed. However, Rytec would like to increase the height of the structure to near 50-feet to maximize the overall storage capacity of the internal conveyor system. The south facade of the current structure stands at 28'8" above grade. The proposed tower structure would extend an additional potential maximum of 21'4" above the existing structure if the maximum 50-foot building height is approved.

In addition to the building height matter, the applicant also seeks approval for exterior storage of shipping crate materials. Exterior storage has been an ongoing concern of the Village. Staff have worked with the applicant regarding the proposed storage area and suggest limiting exterior storage to only the current paved areas along the south side of the parcel as well as providing screening along the east and south sides, to limit visibility from the adjacent public roadway. (*Refer to attached "Site Plan"*)

Comprehensive Plan & Zoning Impacts:

The parcel is classified as Industrial under the Comprehensive Plan and zoned as a Planned Unit Development District. The current and proposed uses are consistent with both designations.

Site Plan:

See attached proposed Site Plan and Exterior Storage & Screening Detail.

Review Procedures:

The Plan Commission is advisory. The Village Board makes the final decision following a public hearing.

Signage:

None.



Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the proposed zoning ordinance creating zoning district PUD-06.

Administrator

The proposed PUD is currently under review by the Village's consultant planner. Staff are seeking confirmation that the only variation from existing M-1 or M-2 zoning is the proposed height variation, allowing up to 50' instead of the current 35' maximum allowable height. Additionally, it shall be confirmed the draft language found in the "permitted use" section of the draft ordinance is also standard, so that future zoning code changes allow for this development to be transitioned to a standard M-1 or M-2 zoning designation instead of the proposed use of PUD zoning. Fees incurred by the Village's consultant planner for review of this proposal will be invoiced to the applicant.

Notice Requirements:

1. Posting on the agenda.
2. Notification of all contiguous property owners.
3. Publication of a Class II Notice prior to holding a public hearing.

Potential Action:

Potential Action for PUD:

Motion to recommend the Village Board approve Ordinance #24-05 establishing Planned Unit Development District PUD-6 for Rytec Corporation, LLC, W223 N16601 Cedar Parkway, Jackson, WI.

Potential Action for Site Plan:

Motion to recommend the Village Board approve the proposed site plan, subject to the following:

1. Exterior storage shall be permitted upon all existing paved surfaces located in the south side-yard area and the general area indicated on the approved Site Plan, except as outlined in #3 below.
2. Exterior storage shall not extend beyond the boundaries of the storage area as detailed on the approved Site Plan and shall not encroach within any yard setback area at any time.
3. The exterior storage area may be expanded, on a limited temporary basis, by the Village Board, for a time frame established by the Village Board.
4. Except for temporary exterior storage granted by the Village Board, all exterior storage areas shall be adequately screened from view, from the public road, by impervious fencing, high speed doors, sliding gates, a vegetative buffer with 75% density, or a combination thereof.
5. Violation of and/or receipt of a written complaint related to exterior storage shall be subject to review by the Village Board and may be subject to further regulation or revocation of the Site Plan.

Attachments:

1. PC Application
2. Location Map
3. Rytec Site Plan
4. Ordinance 24-05 Amending to Create Zoning District PUD-06 - Rytec Corporation, LLC (DRAFT)

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☒ **COMMERCIAL** ☐ **INDUSTRIAL** ☐ **RESIDENTIAL** ☐ **OTHER** _____

☐ **CONDITIONAL USE** ☒ **PLANNED UNIT DEVELOPMENT** ☐ **CERTIFIED SURVEY MAP**
☐ *New* ☐ *New* ☐ **CONCEPT PLAN**
☐ *Amendment* ☐ *Amendment* ☐ **COMP. PLAN AMENDMENT**
☐ *Special Use* ☒ *Special Use* ☐ **OTHER** _____
(For existing Cond. Use ONLY) *(For existing PUD ONLY)*

Property Address: W223N16601 Cedar Parkway **Unit:** _____ **Jackson, WI**

Parcel #: V3_030200F **Lot Size:** 8.11 acres **sq. ft.** **Building Area:** 112,900 **sq. ft.**

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ **Floodplain:** Y ☒ N

APPLICANT INFORMATION

Name(s): Jeremy Becker - Rytec Corporation

Mailing Address: W223N16601 Cedar Parkway **State** WI **Zip** 53037

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____) _____

Email: jbecker@rytecdoors.com

BUSINESS INFORMATION *(If New Business)*

Legal Business Name: Rytec Corporation

D/B/A: _____ **FEIN #:** _____ - _____

Mailing Address: W223N16601 Cedar Parkway **State** WI **Zip** 53037

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____) _____

Email: jbecker@rytecdoors.com

Website: www.rytecdoors.com

PROPERTY OWNER INFORMATION

Name(s): Winfield Develoment, LLC

Address: One Cedar Parkway P.O. Box 403, Jackson **State** WI **Zip** 53037-0403

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____) _____

Email: jbecker@rytecdoors.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION *(Circle One)*

Firm Name: Parish Survey & Engineering, LLC

Primary Contact: Kevin Parish

Address: 122 Wisconsin Street, West Bend **State** WI **Zip** 53095

Office: (262) 346-7800 **Cell:** (262) 338-6641 **Fax:** (_____) _____

Email: kparish@parishse.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: PUD for special use

Provide a brief overview of proposed use(s) of entire property and/or lease space: Manufacturing

Hours of Operation: 8:00-5:00 Monday - Friday

Provide a brief overview of proposed daily on-site operations: Manufacturing of high speed industrial doors.

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: None

Describe all businesses, properties and other entities located adjacent to the proposed use: Sysco and Willer Tool

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: Steel storage tower.

Describe any proposed grading, and/or stormwater management plan: Minimal grading to construct concrete pad for tower foundation.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: None

Describe any proposed on-site security measures including site lighting: None

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): Fire suppression inside proposed steel storage tower. Extend security cameras to cover the proposed tower.

Describe the projected traffic circulation and impacts: No traffic impacts.

List all setbacks from rights-of-way and property lines and height limitations: _____

Front setback=377', Side setback 117', Rear setback=232', height 48'

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: State building approval will be applied for following approval of PUD.

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?

☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: None

If construction is proposed, describe proposed exterior building materials (type, color, etc.): Metal siding
Color to match existing building.

Describe any site-specific features/constraints, etc.: None

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
N/A

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____
N/A

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
N/A

Projected Sewer/Wastewater Usage: N/A gal/year

Projected Water Usage: N/A gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print): Jeremy Becker
Applicant Signature: *Jeremy Becker*
Co-Applicant Name (Print): Brett Richards
CO-Applicant Signature: *Brett Richards*
Date of Application: March 28, 2024

SUBMIT TO: **Village of Jackson – Building Inspection Dept.**
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: **Payment is required at the time of submittal.**
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director: For questions concerning **application submittal, zoning, or technical questions.**
Phone: (262) 677-9696 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ **TEMPORARY** Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY Acct. #: 100-00-45730-000-00 Date Received: <u>4/09/24</u> Amount: \$ <u>425.00</u> Payment Type: CH / Check/Rcpt. #: <u>293577</u> Received By: <u>C.Johnson</u>

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 282969

Date: 4/10/2024

Check

RECEIVED
FROM RYTEC

\$425.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	425.00
	RYTEC/PLAN COMM APPLICATION	

TOTAL RECEIVED	425.00
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Receipt Memo: PLAN COMM/RYTEC PUD APP/CK#293577

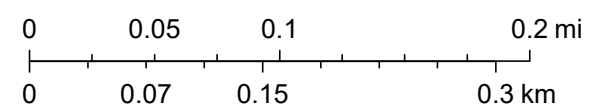
Location Map



4/9/2024, 12:55:55 PM

 Override 1	 Condominium Name	 Assessor Plat; Cemetery Plat; Subdivision
 Current Parcel	 Subdivision Name	 Right-of-Way
 Road Centerline STH, CTH	 Leader Lines	 Retired Parcel
 State Highway	 Parcel Taxkey & Acreage	 Municipality
 County Highway	 PLSS Boundary	 Local Road Labels
 Ramp	 PLSS Section	 Local Road
 Road Centerline I, USH	 PLSS Quarter	 Named Private Drive
 Federal Highway	 Lot	 PLSS Monument
• Address Point	 Plat	 Meander Line
12345 Lot Number	 Certified Survey Map	 Landhook
123456789 Certified Survey Number	 Condominium	

1:4,867



ORDINANCE #24-05

AN ORDINANCE TO AMEND THE ZONING REGULATIONS IN CHAPTER 48 OF THE VILLAGE OF JACKSON MUNICIPAL CODE FOR A PLANNED DEVELOPMENT DISTRICT (PUD-06)

WHEREAS, the Village of Jackson Village Board adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning;" and

WHEREAS, Rytec Corporation, LLC (hereafter property owner) owns the property at W223 N16601 Cedar Parkway (hereafter subject property), more particularly described as:

Tax parcel: V3_030200F (CSM 4509); and

WHEREAS, the property owner has submitted a petition to establish a Planned Unit Development district for the subject property pursuant to the requirements in Section 48-151 of the zoning regulations; and

WHEREAS, the Village of Jackson Plan Commission reviewed the petition at their meeting on April 18, 2024, and recommended approval as set forth in this ordinance; and

WHEREAS, upon due notice as required by the zoning code, the Village Board conducted a public hearing on May 14, 2024, to accept public input; and

WHEREAS, the Village Board accepted the Plan Commission's recommended code amendment without revision; and

WHEREAS, the Village Board, after careful review and upon consideration of the recommendation of the Plan Commission and having given the matter due consideration having determined that all procedural requirements and notice requirements have been satisfied, and having based its determination on the effect of the adoption of the ordinance on the health, safety and welfare of the community and the preservation and enhancement of property values in the community, and having given due consideration to the municipal problems involved hereby determine that the ordinance amendment will serve the public health, safety and general welfare of the Village of Jackson, will enhance property values in the Village and will not be hazardous, harmful, noxious, offensive or a nuisance, and will not unduly limit or restrict the use of property in the Village or for any other reason cause a substantial adverse effect on the property values and general desirability of the Village.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Create Section 48-158 in Chapter 48, to read as set forth below.

Sec. 48-158. – PUD-06 – Rytec Corporation, LLC - Planned Unit Development District.

- (a) **Generally.** The Rytec Corporation Planned Unit Development District (PUD-06) was established to accommodate the unique needs of a building addition that exceeds the maximum building height defined within the zoning code.
- (b) **Permitted uses.** Warehousing and Manufacturing with limited exterior storage in accordance with the approved Site Plan.
- (c) **Lot area and width.** Lots shall have a minimum area of 10,000 square feet and shall not be less than 60 feet in width at setback line.
- (d) **Building height.** No buildings or part of a building shall exceed 50 feet in height.
- (e) **Setbacks and yards.** There shall be a minimum building setback of 30 feet from the right-of-way of all streets. There shall be a side yard of each side of all buildings not less than 12 feet in width and a rear yard of not less than 25 feet.
- (f) **Division of land restricted.** This district includes a single property and may not be subdivided by any means. Further, the configuration of the subject property shall not hereafter be modified by any means without the approval of the Village Board upon recommendation of the Plan Commission.
- (g) **Revisions to the zoning map.** Upon adoption of this section, the subject property shall be designated as a planned development district with reference to this section. Hereafter, the subject property is subject to this section and other sections of this code as applicable.

Section 2. The zoning map is hereby amended by designating the subject property as a planned unit development district.

Section 3. This ordinance shall become effective upon passage and posting or publication as provided by law.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:
I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

MINUTES
VILLAGE BOARD MEETING
Tuesday, April 9, 2024 at 7:30 PM
Village Board Meeting

1. Call to Order and Roll Call

The meeting was called to order at 7:56 PM by Tr. Olson, who was acting as the chairperson in Pres. Heckendorf's absence.

Members Present: Tr. Emmrich, Tr. Engelhardt, Tr. Olson, Tr. Kruepke, Tr. Matter, and Tr. Wells.

Members Excused: Pres. Heckendorf

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Inspections & Zoning Director Collin Johnson, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Public Hearings

- a. Ordinance #24-03 - Amending Municipal Code Section 48-142 Pertaining to R-6 Residential Zoning

Tr. Olson called this public hearing as open. No one was present to speak to this matter.

- b. Conditional Use Request - Caymus Court Jackson, LLC - N171 W21875 Caymus Court - Groth Design Group

Tr. Olson called this public hearing as open. No one was present to speak to this matter.

4. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

None.

5. Consent Agenda

- a. Approval of Minutes for the Village Board Meeting of March 12, 2024

- b. Resolution #24-03 - Proclaiming Arbor Day in the Village of Jackson
- c. Resolution #24-04 - Approving the Results of the April 2, 2024 Spring Election in the Village of Jackson
- d. Resolution #24-05 - Accepting Funds from the Washington County Municipal Radio Grant Program
- e. Resolution #24-06 - Tax Incremental District #4 Affordable Housing Extension
- f. Massage Technician and Establishment Renewal Licenses - Good Karma Massage Therapy LLC, W194 N16727 Eagle Drive, Suite F, Patricia Salvack - Owner and Technician

The motion to approve consent agenda items 5a-d and 5f, as item 5e was requested to be discussed separately, was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

The motion to approve consent agenda item 5e was made by Tr. Wells and seconded by Tr. Kruepke.

Discussion: Tr. Engelhardt sought clarification on Resolution #24-06. Administrator Keller provided an explanation of requirements from Wisconsin Department of Revenue, as well as funds to be directed to TID #7. Tr. Emmrich sought clarification regarding if funds could be directed to the Village's commercial sites. Administrator Keller provided information that it cannot be utilized for that purpose.

Vote: 6 ayes, 0 nays. Motion carried.

6. Budget and Finance Committee

- a. 2024 Wastewater Treatment Plant Project - Clean Water Fund Loan Dispersment Request #1, in the Amount of \$323,933.23

The motion to approve the 2024 Wastewater Treatment Plan project's Clean Water Fund Loan Dispersment Request #1, in the amount of \$323,933.23 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Pay Request #6 - Oaks of Jackson - D.F. Tomasini, in the Amount of \$32,341.03

The motion to approve Pay Request #6 for the Oaks of Jackson, to D.F. Tomasini, in the amount of \$32,341.03 was made by Tr. Olson and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

- c. Pay Request #5 - 2023 Utility & Street Improvements - Vinton Construction, in the Amount of \$44,397.66

The motion to approve Pay Request #5 for the 2023 Utility & Street Improvements project, to Vinton Construction, in the amount of \$44,397.66 was made by Tr. Wells and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- d. Pay Request #8, Final - STH 60 Utility Upgrades - Advanced Construction, in the Amount of \$10,000.00

The motion to approve Pay Request #8, final, for the State Hwy 60 Utility Upgrades, to Advanced Construction, in the amount of \$10,000.00 was made by Tr. Wells and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- e. Removal Cost for STH 60/Main Street Streetlights - We-Energies, in the Amount of \$51,904.44

The motion to approve the removal costs for the State Hwy 60/Main Street Streetlights project, to We-Energies, in the amount of \$51,904.44 was made by Tr. Wells and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- f. Request for Letter of Credit Reduction #2 - Maple Fields Phase 1

The motion to approve the request for Letter of Credit Reduction #2 for Maple Fields Phase 1 was made by Tr. Olson and seconded by Tr. Wells.

Vote: 6 ayes, 0 nays. Motion carried.

- g. Review of Proposals for Village Banking Services

The motion to approve the 2024 Banking Proposal with Westbury Bank for another four years was made by Tr. Olson and seconded by Tr. Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

- h. Review of Proposals for Village IT Services

The motion to approve the three-year contract with Pros 4 Technology was made by Tr. Wells and seconded by Tr. Kruepke.

Discussion commenced with the body regarding the pros and cons of both options, including the relative newness of the County's shared IT services and the unknowns that come with that, the cost saving that would currently be available if utilizing the County's shared IT

services, the costs and staff hours needed to handle the various technological subscriptions if the Village would move to the County's shared IT services, the current staff satisfaction with Pros 4 Technology, and cost savings when signing on for a longer contract period.

Vote: 6 ayes, 0 nays. Motion carried.

7. Plan Commission

- a. Ordinance #24-03 - Amending Municipal Code Section 48-142 Pertaining to R-6 Residential Zoning

The motion to approve Ordinance #24-03 Amending Municipal Code Section 48-142 Pertaining to R-6 Residential Zoning was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

A motion to suspend the rules for a second reading of Ordinance #24-03 was made by Tr. Engelhardt and seconded by Tr. Kruepke. A roll vote was taken:

Tr. Emmrich: Aye
Tr. Engelhardt: Aye
Tr. Kruepke: Aye
Tr. Matter: Aye
Tr. Olson: Aye
Tr. Wells: Aye

Vote: 6 ayes, 0 nays. Motion carried.

A motion to approve the second reading of Ordinance #24-03 was made by Tr. Olson and seconded by Tr. Engelhardt.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Conditional Use Request - Caymus Court Jackson, LLC - N171 W21875 Caymus Court - Groth Design Group

The motion to approve the Conditional Use Request for Caymus Court, LLC, N171 W21875 Caymus Court, for Groth Design Group was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

8. Parks & Recreation Commission

- a. Rental Approval Required - Washington County Democratic Party Annual Picnic - September 14, 2024

The motion to approve the rental request from the Washington County Democratic Party for their annual picnic on September 14, 2024, was made by Tr. Engelhardt and seconded by Tr.

Kruepke.

Vote: 6 ayes, 0 nays. Motion carried.

9. Personnel Committee

- a. Review and Discussion of Chapters I, II, and III of the Village of Jackson Employee Handbook Regarding General Personnel Policies, Employment Policies, and Classification and Compensation Policies

Administrator Keller provided the Body with an overview of the proposed changes to chapters I, II, and III of the Village of Jackson Employee Handbook before them for consideration.

The motion to approve the changes to chapters I, II, and III of the Village of Jackson Employee Handbook regarding general personnel policies, employment policies, and classification and compensation policies was made by Tr. Engelhardt and seconded by Tr. Olson.

Vote: 6 ayes, 0 nays. Motion carried.

- b. Review and Discussion of Professional Services Agreement with Washington County for Shared Planner Services

The motion to approve the professional services agreement with Washington County for shared planner services was made by Tr. Engelhardt and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried.

Discussion: Tr. Engelhardt asked for clarification on the authority of a planner. Administrator Keller confirmed it is advisory, as well as scope of work, and final decisions are made by the governing bodies.

10. West Bend School District

Tr. Wells reported to the Body. The next meetings regarding facilities long-range planning are April 16th and 25th at the West Bend West High School cafeteria. They will be discussing possible solutions and gathering community feedback at these meetings.

11. Washington County Board Report

Nothing was received to report at the Village Board meeting.

12. Greater Jackson Business Alliance

Tr. Matter reported to the Body information received from the Greater Jackson Business Alliance's President, Debbie Zeinert. The next meeting will be May 15th at the Jackson Community Center. The topic for the meetings will be business insurance. He further reported that their scholarship program is starting up and Action in Jackson volunteer sign up

is approaching. They are also looking into way to assist the Main Street businesses during the upcoming State Hwy 60 construction.

13. Mid-Moraine Municipal Association Report

Tr. Olson reported to the Body. At the March 13th meeting, Washington County Executive Shoemann spoke on the topics of shared services, EMS grants, and various initiatives. The dinner meeting topic was on end of session legislative updates. The next meeting is April 10th. The speakers will be the Ozaukee County Administrator and Chair. The topics will include mental health support teams, opioids, and affordable housing efforts. The May 8th meeting will be on the topic of declining public school enrollment and the effects on taxes.

14. Notice of Claim - Kendra Majesky - N173W20230 Crestview Drive

Ms. Majesky not present. Administrator Keller provided an overview of options before the Body, being a Resolution of Disallowance of Claim or a settlement agreement, and what each entails.

The motion to approve the Resolution of Disallowance of Claim was made by Tr. Wells and seconded by Tr. Kruepke.

Discussion: Tr. Emmrich asked for clarification on whether a call to emergency services was made about this matter and the homeowner's responsibility to maintain their sidewalks. Clarification was provided by Village Staff.

Vote: 6 ayes, 0 nays. Motion carried.

15. Closed Session Pursuant to Wis. Stats. §19.85(1)(g), "conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."

The closed session is for the following purposes:

a. Notice of Claim - Kendra Majesky - N173W20230 Crestview Drive

Proceeding into closed session was not necessary, as a decision was made in open session.

16. Reconvene into Open Session with Possible Action Related to the Subject of the Preceding Closed Session

Proceeding into closed session was not necessary, as a decision was made in open session.

17. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 6 ayes, 0 nays. Motion carried. The meeting was adjourned at 8:50 PM.

Respectfully Submitted, Anastasia Gonstead - Village Clerk

MINUTES
VILLAGE BOARD MEETING
Tuesday, April 16, 2024 at 6:00 PM
Village Board Annual
Organizational Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:00 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Engelhardt, Tr. Olson, Tr. Kruepke, Tr. Matter, and Tr. Wells.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Police Chief Ryan Vossekuil, Fire Chief Aaron Swaney, Inspections & Zoning Director Collin Johnson, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Administration of Oath of Office to Newly Elected Trustees

Clerk Gonstead administered the oath of office to each Tr. Olson, Tr. Kruepke, and Tr. Wells

4. Comments by the Village President

Pres. Heckendorf congratulated Trustees Wells, Olson, and Kruepke on their reelection as well as thanking the other trustees for their service to the community. He expressed gratitude to those from the public who are present and participating in the Village government, noting that participation is needed to make everything work. Pres. Heckendorf spoke about how this is an exciting time for the Village of Jackson with the amount of growth happening. Further pointing out that growth, done correctly, is important for a good community and a good place to live.

5. Committee/Commission Member Appointments and Administration of Oaths of Office

a. Budget and Finance Committee

Pres. Heckendorf informed those in attendance that the citizen appointments would be sworn in, en masse, by Clerk Gonstead after all appointments have been made, adding that those who were unable to attend will be sworn prior to their first meeting.

Pres. Heckendorf explained the Budget and Finance committee is composed of three

members; the Village president and two trustees.

The motion to appoint Tr. Matter and Tr. Wells to serve on the Budget and Finance Committee, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

b. Personnel Committee

Pres. Heckendorf explained the Personnel Committee is composed of three members; the Village President and two trustees.

The motion to appoint Tr. Emmrich and Tr. Kruepke to the Personnel Committee, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

c. Board of Public Works

Pres. Heckendorf explained the Board of Public Works is composed of seven members; Village President, serving as chairperson, two trustees, and four at-large citizen appointments.

The motion to appoint Tr. Engelhardt and Tr. Matter to the Board of Public Works, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there are two citizen members with expiring terms, Jeff Mitchell and Chris Sberna, with Mr. Sberna not seeking reappointment. Pres. Heckendorf thanked Mr. Sberna for his service to the Village.

The motion to appoint Jeff Mitchell and Josh Sandleback to the Board of Public Works, with a 3-year term expiring in April 2027, was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Stephanie Egner and Ethan Hollenberger are the other citizen appointments on the Board of Public Works and thanked them for their continued service.

d. Plan Commission

Pres. Heckendorf explained the Plan Commission is composed of seven members; Village President, serving as chairperson, two trustees, and four at-large citizen appointments.

The motion to appoint Tr. Emmrich and Tr. Kruepke to the Plan Commission, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there are two citizen members with expiring terms, Ryan Ganshow and Doug Wilcox, with Mr. Wilcox not seeking reappointment. Pres. Heckendorf thanked Mr. Wilcox for his service to the Village.

The motion to appoint Ryan Ganshow and Duane Hafemeister to the Plan Commission, with a 3-year term expiring in April 2027, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Dan Reik and Jon Molkentin are the other citizen appointments on the Plan Commission and thanked them for their continued service.

e. Police and Fire Commission

Pres. Heckendorf explained the Police and Fire Commission is composed of five at-large citizen members. Mark Phillips, whose term expires in 2027, tendered his resignation effective March 2024, as he is moving out of the Village. Pres. Heckendorf thanked him for his many years of service to the Village. To correct a clerical error, Jeffrey Latz's term shall expire in 2029, not 2028, as previously stated.

The motion to appoint David Wentlandt to the Police and Fire Commission, to serve out the remainder of the term vacated by Mark Phillips, with a term expiring in April 2027, was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Doug Alfke, Jim Meyers, and Jill Washburn are the other citizen appointments to the Police and Fire Commission and thanked them for their continued service.

f. Parks and Recreation Commission

Pres. Heckendorf explained the Parks & Recreation Commission is composed of five members; one trustee and four at-large citizen members.

The motion to appoint Tr. Engelhardt to the Parks & Recreation Commission, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there is one citizen member with an expiring term, Sue Rank, with Ms. Rank not seeking reappointment. Pres. Heckendorf thanked Ms. Rank for her years of service.

The motion to appoint Kim Powers to the Park & Recreation Commission, with a 3-year term expiring in April 2027, was made by Pres. Heckendorf and seconded by Tr. Olson.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Casey Latz, Brian Mekka, and Brittany Rathke are the other citizen appointments on the Parks & Recreation Commission and thanked them for their continued service.

g. Tourism Commission

Pres. Heckendorf explained the Tourism Commission is composed of five members; Village President, serving as chairperson, Village Administrator Jen Keller, Parks & Recreation Director Kelly Valentino, an owner and/or operator of a lodging facility, and one at-large citizen member.

Pres. Heckendorf explained the current owner/operator member is Larry Hamlin, whose term is expiring. Mr. Hamlin has agreed to serve on the Commission again.

The motion to appoint Larry Hamlin to the Tourism Commission, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained the citizen appointment with an expiring term is Sarah Malchow, with Ms. Malchow having agreed to serve on the Commission again.

The motion to appoint Sarah Malchow to the Tourism Commission, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Matter.

Vote: 7 ayes, 0 nays. Motion carried.

h. Residence Board

Pres. Heckendorf explained the Residence Board is composed of three at-large citizen members. The current Board consists of Michelle Zak, Michelle Klemp, and Joseph Simon, none of whom have expiring terms this year. Pres. Heckendorf thanked them for their continued service.

i. Community Development Authority

Pres. Heckendorf explained the Community Development Authority is composed of six members; Village President, serving as chairperson, one trustee, and four at-large citizen appointments.

The motion to appoint Tr. Kruepke to the Community Development Authority, with a 1-year term expiring in April 2025, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf explained there are two citizen members with expiring terms, Doug Alfke and Tim Klemp.

The motion to appoint Doug Alfke to the Community Development Authority, with a 2-year term expiring in 2026, was made by Pres. Heckendorf and seconded by Tr. Matter.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to appoint Tim Klemp to the Community Development Authority, with a 3-year term expiring in 2027, was made by Pres. Heckendorf and seconded by Tr. Matter.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Jon Molkentin and Don Olson are the other citizen appointments to the Community Development Authority, with terms expiring in April 2025, and thanked them for their continued service.

j. Ethics Committee

Pres. Heckendorf explained the Ethics Committee is composed of five at-large citizen members. Currently, there are two vacancies on this committee and the term of Bill Haese is expiring. Mr. Haese is not seeking reappointment.

The motion to appoint Jackie Bradway and Jack Lippold to the Ethics Committee, with a 2-year term expiring in April 2026, was made by Pres. Heckendorf and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried.

The motion to appoint Christy Stemm to the Ethics Committee, with a 2-year term expiring in April 2026, was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that Larry Hatke and Mark Nolte are the other citizen appointments on the Ethics Committee and thanked them for their continued service.

k. Board of Review

Pres. Heckendorf explained the Board of Review is composed of three members; Village President, Village Clerk, with the Village Administrator as an alternate, and one at-large citizen member. Citizen member, Jon Schoeneck's term expires in 2024 and Mr. Schoeneck has agreed to reappointment.

The motion to appoint Jon Schoeneck to the Board of Review, with a 2-year term expiring in April 2026, was made by Pres. Heckendorf and seconded by Tr. Matter.

Vote: 7 ayes, 0 nays. Motion carried.

l. Mid-Moraine Legislative Committee

Pres. Heckendorf explained that annually a trustee is appointed as a representative to the Mid-Moraine Legislative Committee, with the Village Administrator acting as an alternate.

The motion to appoint Tr. Olson as the Mid-Moraine Legislative Committee representative was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

m. West Bend School District Liaison

Pres. Heckendorf explained that annually a trustee is appointed as a liaison to the West Bend School District.

The motion to appoint Tr. Wells as the West Bend School District liaison was made by Pres. Heckendorf and seconded by Tr. Engelhardt.

Vote: 7 ayes, 0 nays. Motion carried.

n. Zoning Board of Appeals

Pres. Heckendorf explained the Zoning Board of Appeals is composed of five at-large citizen members. He further explained there is one appointment with a term expiring in 2024, held by Bob Hoff, with Mr. Hoff not seeking reappointment.

The motion to appoint Steve Klajbor to the Zoning Board of Appeals, with a 3-year term expiring in April 2027, was made by Pres. Heckendorf and seconded by Tr. Wells.

Vote: 7 ayes, 0 nays. Motion carried.

Pres. Heckendorf added that John Binsfield, Jon Schoeneck, Jason Marquardt, and Dave Schleef are the other appointments on the Zoning Board of Appeals and thanked them for their continued service.

Clerk Gonstead administered the Oath of Office for all citizen appointments in attendance.

6. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried. The meeting was adjourned at 6:24 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk

MINUTES
VILLAGE BOARD MEETING
Tuesday, April 16, 2024 at 6:30 PM
Village Board Special Meeting

1. Call to Order and Roll Call

The meeting was called to order at 6:30 PM by Pres. Heckendorf.

Members Present: Pres. Heckendorf, Tr. Emmrich, Tr. Engelhardt, Tr. Olson, Tr. Kruepke, Tr. Matter, and Tr. Wells.

Members Excused: None

Members Absent: None

Staff Present: Administrator Jen Keller, Treasurer Darlene Smith, Public Works Director Brian Kober, Parks & Recreation Director Kelly Valentino, and Clerk Anastasia Gonstead.

2. Pledge of Allegiance

The Pledge of Allegiance was recited by those who were in attendance.

3. Village Citizen Comment on an Agenda Item (Please sign-in with the Clerk prior to speaking. Please note this is the Village Board's monthly business meeting, not a public hearing. People wishing to speak on an item on the agenda should present their comments under this agenda item. Each commenter will be limited to a total of 2 minutes.)

The following individuals signed in to speak on agenda item #4:

- Ken Lines, 4464 Magna Vista Drive
- Ethan Stephens, N173W20330 Crestview Drive
- Scott Mittelsteadt, N161W19031 Oakland Drive
- Grant Jergensen, W205N17308 Spring Ridge Drive
- Jim Kosmatka, N173W20182 Crestview Drive
- Ryan Latohr, W206N16437 Marshland Drive
- Jay Fisher, W206N16421 Marshland Drive
- Debi Zeinert, N168W20333 Main Street
- Annie Schultz, N173W20201 Crestview Drive
- Sarah Malchow, W206N16532 Marshland Drive

Mr. Lines was not allowed citizen comment, as he was not a Village resident, and Mr. Jergensen left before his time to speak. The remainder of the citizen comments expressed support for the Jackson Community Center expansion project.

4. Resolution #24-07 - Accepting and Rejecting Bids for the 2024 Jackson Community Center Expansion Project

Pres. Heckendorf informed the Body that this agenda item came from the Parks & Rec

Commission and the Budget & Finance Committee with recommendations to approve.

The motion to approve Resolution #24-07 was made by Pres. Heckendorf and seconded by Tr. Olson.

Discussion ensued among the Body. Tr. Engelhardt, Tr. Matter, and Tr. Emmrich expressed opinions of pursuing needed upgrades, such as the deferred maintenance items and security upgrades, and putting off a the full expansion to a time in which the economy may be more accommodating and looking at raising some of the usage fees in the meantime. There were reasons given of the burden on the taxpayers, the percentage of the population that utilizes the Jackson Community Center, plans for future maintenance and costs involved, and the role of government when it comes to helping support non-governmental organizations. Tr. Olson, Tr. Wells, Tr. Kruepke, and Pres. Heckendorf expressed opinions that supported the expansion project. There were reasons given of ability to grow the available programs/services and revenues, attracting individuals and families to Jackson, support of the community and its citizens, thinking forward on the overall growth of the Village, and the reality that the costs to pursue this endeavor will be even higher if they defer it for a few years.

Director Valentino provided clarifying information to the Body when inquired of. She explained programming would expand as would rental income, which is where they generate much of their revenue. She added the Jackson Community Center impacts local businesses, as many use it for meeting space. For clarification on the statistical data, Director Valentino explained it is a small snapshot of the total building usage, and although some groups that use the space are not part of the government, they are still serving the community members. She added the Parks & Recreation department always strives to run the community center in a fiscally responsible manner.

Roll vote taken:

Pres. Heckendorf: aye

Tr. Olson: aye

Tr. Wells: aye

Tr. Kruepke: aye

Tr. Matter: nay

Tr. Engelhardt: nay

Tr. Emmrich: nay

Vote: 4 ayes, 3 nays. Motion carried.

5. Discussion and Possible Action on 2024 Financing Plan for the Jackson Community Center Expansion Project - Ehlers Financial Advisors

Arianna Schmidt with Ehlers was present to provide options for 2024 Financing Plan for the Jackson Community Center Expansion Project. She walked the Body through the supplemental handout/presentation materials, with specific attention to the three presented financing options:

- Option #1: Downsize the 2024 borrowing.
- Option #2: Apply to the debt service fund to abate the levy in a manner to keep flat tax rate for debt service.

- Option #3: A combination of options #1 and #2.

Discussion ensued among the body to discuss opinions on the presented options. Tr. Olson expressed support of option #3, seeing value to keeping the tax rate flat. Tr. Engelhardt inquired what kind of interest rate of return the Village would be looking at. Arianna explained there are a handful of options. Admin. Keller added that staff will pursue available options, if the Body chooses this option, with a focus on a more aggressive plan. Ms. Schmidt added this option does not have yield restrictions like debt proceeds. Ms. Schmidt provided a timeline moving forward, dependent on action taken. Pres. Heckendorf inquired about the ability to refinance. Arianna explained there is a set sale date they would have to wait for, generally seven years.

The motion to accept financing option #3 for the 2024 Jackson Community Center Expansion Project and to direct Ehlers and Staff to pursue General Obligation Notes was made by Pres. Heckendorf and seconded by Tr. Olson.

A roll vote was taken:

Pres. Heckendorf: aye

Tr. Emmrich: aye

Tr. Engelhardt: aye

Tr. Olson: aye

Tr. Kruepke: aye

Tr. Matter: aye

Tr. Wells: aye

Vote: 7 ayes, 0 nays. Motion carried.

6. Adjourn

A motion to adjourn the meeting was made by Tr. Kruepke and seconded by Tr. Emmrich.

Vote: 7 ayes, 0 nays. Motion carried. The meeting was adjourned at 7:35 PM.

Respectfully Submitted,
Anastasia Gonstead - Village Clerk

RESOLUTION #24-08

APPROVING THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN ADJUSTED URBAN AREA BOUNDARY

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, the Village of Jackson was designated by the Governor of the State of Wisconsin for the purpose of carrying out cooperative, comprehensive, and continuing urban transportation planning in the Jackson Urban Area; and

WHEREAS, metropolitan transportation planning, including the establishment of adjusted urban area boundaries and metropolitan planning area boundaries, is required of metropolitan planning organizations by U.S. Department of Transportation regulations implementing Title 23, United States Code (Federal Aid Highway Acts), and Title 49, United States Code (Federal Transit Act, as amended); and

WHEREAS, the Federal Highway Administration allows states to adjust the census-defined urban area boundaries for planning and funding purposes; and

WHEREAS, the Wisconsin Department of Transportation, every 10 years following the release of decennial census data, lead a process to adjust Census-defined Urban Areas within the state, in conjunction with the respective office of the Federal Highway Administration; and

WHEREAS, after review by MPO staff, the MPO Technical Advisory Committee, the Wisconsin Department of Transportation, and the Federal Highway Administration, the proposed adjusted Urban Area Boundary has been found to be justified; and

WHEREAS, the Wisconsin Department of Transportation will, after MPO approval of the boundary, submit the proposed adjusted urban area boundary to the respective FHWA division office; and

NOW, THEREFORE, BE IT RESOLVED, by the Village of Jackson Board of Trustees that the Village does hereby accept and informs the Wisconsin Department of Transportation that the Adjusted Urban Area Boundary, as reflected in the attached map, is hereby approved and adopted:

Introduced by: _____

Seconded by: _____

Vote: ____Ayes ____Nays

Passed and Approved: _____

Brian Heckendorf - Village President

Attest: _____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on posting boards at the Jackson Municipal Complex, Post Office, and one other location in the Village.

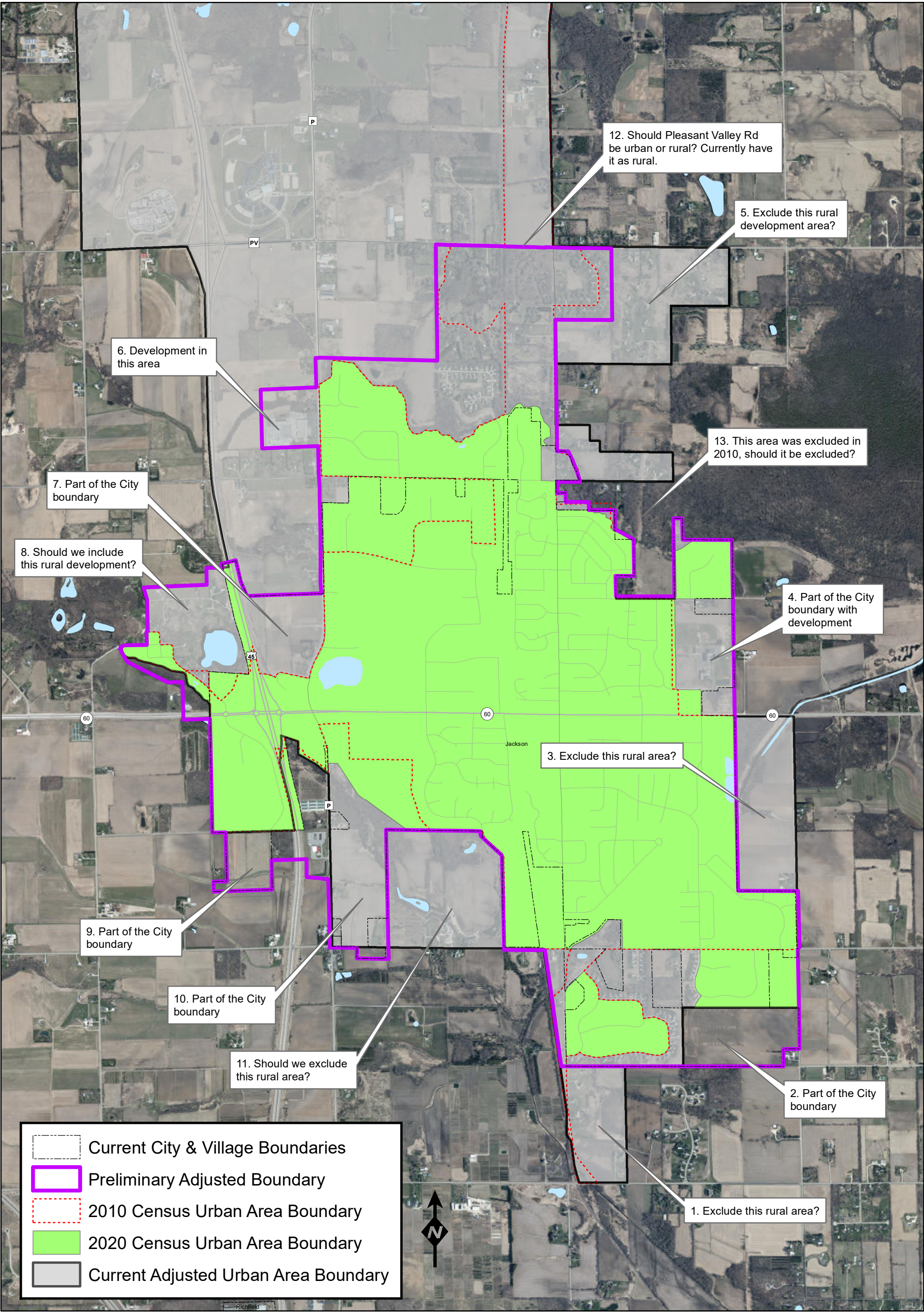
Village Official

Date

Jackson Urban Area

(Adjusted Urban Area Boundary)

DRAFT



Population (2020): 7,962
Housing Units: 3,551
Map Date: 10/17/2023



2020 Census: Urban Area Boundary Adjustments

- Part 1: Background and Process – Page 1
Part 2: Technical Considerations – Page 7
Part 3: Key Process Steps – Page 9

Part 1: Background and Process

This section includes information explaining Census-defined urban areas, release of urban area boundary data, and the process WisDOT uses for adjusting those urban area boundaries.

Urban Areas are defined by the US Census as individual municipalities or groups of nearby municipalities with a total population of 5,000 or higher. In the past, *urbanized area* was the term for urban areas with populations of 50,000 or higher; all Metropolitan Planning Organizations (MPOs) were urbanized areas. With the 2020 Census, the *urbanized area* category has been discontinued. Large urban areas, with populations of 50,000 and higher, are **MPOs**. All smaller urban areas, with populations of 5,000 to 49,999, are just **urban areas**. MPOs with populations of 200,000 and higher are federally designated as Transportation Management Areas (TMAs).

A. Census-Defined Urban Boundaries and Adjusted Urban Area Boundaries

The Urban Area Boundary (UAB) is important for transportation planning because it is a key factor for federal Surface Transportation Block Grant (STBG) funding eligibility.

WisDOT's funding program for federal STBG funding is the State Transportation Program (STP). It divides STBG funds into STP-Urban and STP-Rural. The UAB is also a factor for Federal Highway Administration (FHWA) Highway Performance Monitoring System (HPMS) reporting.

Areas *within* the UAB are considered to be **Urban**. All functionally classified, non-local roads within an urban area are eligible for STP-Urban funding. Areas *outside* the UAB are considered to be **Rural**. Functionally classified roads (Major Collectors and higher) outside the UAB are eligible for STP-Rural funding. When a rural county highway continues across the UAB into an urban area; that urban portion is eligible for STBG/STP-Urban rather than STBG/STP-Rural funding. See [WisDOT's Local Program website](#) for additional information.

Functional Classification is a way to define and categorize the various roles that streets and highways play in serving the state's varied transportation needs. Arterial, Collector, and Local classifications categorize roads based on the amount and types of traffic the roads carry, characteristics of the roadways, land uses in the vicinity of the roadways, and the development and population density of the surrounding area.



Also, the approval process is different for urban and rural areas. Approval for changes in an urban area are carried out by the municipal board or elected official; approval in rural areas is under jurisdiction of the county board.

The criteria used by the US Census Bureau for defining urban areas do not align well with transportation planning needs. Census-defined urban areas often do not correspond to known geographic or municipal boundaries and can be irregularly shaped. For this reason, FHWA allows states to adjust the Census-defined urban boundaries in creating the official urban boundary for planning and funding purposes.

Adjustment of these boundaries allows states and MPOs to smooth out the irregularities, ensure administrative continuity, and encompass fringe areas with residential, commercial, industrial, recreational, and/or national defense significance. Adjusting Census-defined Urban boundaries facilitates planning and programming by creating urban boundaries more appropriate for these purposes. The Adjusted UAB becomes the official Urban Area Boundary after it has been approved by FHWA.

WisDOT's deadline for approval of adjusted Urban Area Boundaries is June 30, 2024. This provides a window of approximately 18 months to complete all review, adjustment, and approval of all UA boundaries, including bi-state MPOs. While FHWA has extended their deadline to April 2025, WisDOT will keep the June 2024 deadline. For any adjusted Urban Area Boundaries not approved by the 2025 deadline, the official urban area boundary will default to the Census-defined urban boundary. This outcome is not an acceptable option; WisDOT will review and work with local officials to adjust and approve every Urban Area Boundary in the state.

The Urban Area Boundary (UAB) should not be confused with the municipal or corporate boundary of a city, village, or town. These **CVT boundaries** are used for some transportation planning purposes but they do not affect eligibility for federal STBG funding.

B. Initial Preparation

Prior to the release of Census 2020 Urban Area Boundary data—expected late in CY 2022—WisDOT-BPED will hold an informational meeting with DTSD Region Planners to explain the boundary update and approval process, including communication with local governments, and timeline for completion. Then, before or shortly after the Census release of UA Boundary data, BPED and the Region staff will hold individual meetings with MPO staff to discuss the boundary adjustment process and answer any questions before the process gets underway. This advance discussion will hopefully minimize numerous iterations of boundary adjustments and back-and-forth communication during the process.

C. Current Urban Area Boundary and Census-Defined Boundary Overlay Map

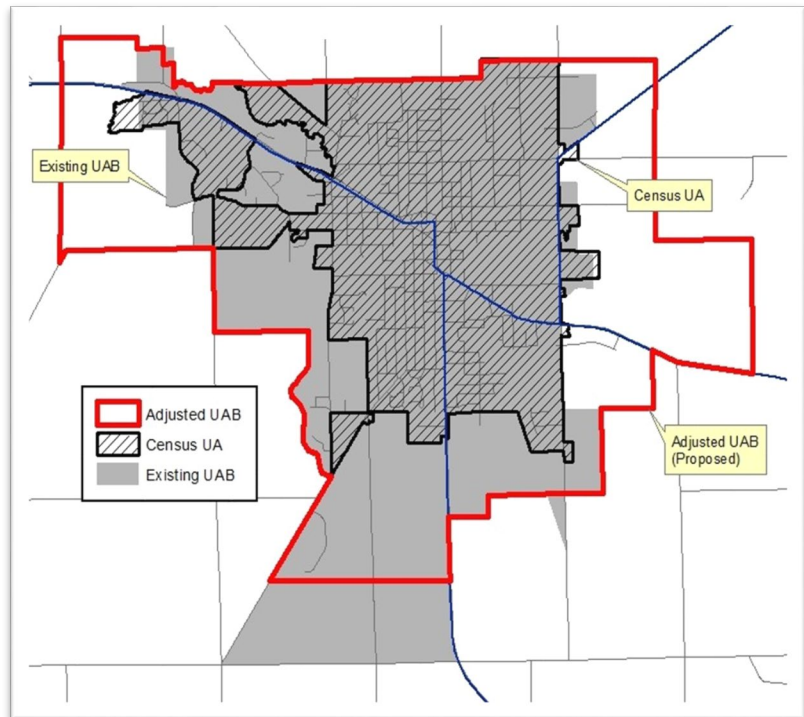
BPED will begin the Urban Area Boundary review and adjustment process. Using Geographic Information Systems (GIS), BPED will overlay the 2020 Census-defined urban boundary on the existing

UA boundary, with the changes highlighted. BPED will then coordinate with the MPOs, other Urban Areas, and respective WisDOT Region staff to create the initial proposed boundary adjustments for each Urban Area.

D. Proposed Urban Area Boundary Adjustments

For the MPOs, BPED will send the initial overlay map to the MPO contact(s), who will then draft the initial adjusted UA boundary map and send it to Region staff, BPED staff, and FHWA staff for review.

For all other urban areas, in addition to the overlay map, BPED will also develop the initial proposed boundary adjustments. and send that map to Region staff and FHWA before to reach concurrence on adjustments. BPED will then send the adjusted UA boundary map to local officials for review and approval. BPED and Region staff will concur on the final proposed adjusted boundary map. For additional information on this process, see WisDOT's [Functional Classification and Boundary Approval Policy](#).



MPOs: The MPO Director or appropriate staff will coordinate review and approval by their Technical Advisory and/or Policy Board. BPED will coordinate with the MPO Liaison, Region Planner, and FHWA throughout the boundary adjustment development and approval processes.

Other urban areas: WisDOT Region staff will coordinate communication with the urban areas in their respective region. They will initiate contact with the Municipal Clerk or other elected official (e.g., city planner, public works director, mayor, etc.) to explain the process and timeline for completion. This local official will coordinate the boundary map review and approval by the local board, transportation committee, or designated Urban Area committee.

Region staff will coordinate with BPED as needed during the local review and approval process to address any questions or concerns that arise.

Newly-Defined Urban Areas: If there are any "new" census-defined urban areas—populated places that did not meet the criteria for urban definition in 2010—they will switch from being rural places to



GUIDANCE DOCUMENT

urban places. Thus, their STBG/STP funding eligibility will change from rural to urban. As a result, the pool of potential funding recipients will change, and with it, the project prioritization factors used to consider and submit projects for STBG/STP funding.

For these newly defined Urban Areas, it is recommended that the Region staff meet with local official(s) (including BPED staff, if desired) to introduce them to the Urban Area concept and what it means for the community—primarily a change in federal funding source and consequent ramifications—as well as an overview of the process and timeline. WisDOT will use the same criteria and analysis for adjusting newly-designated urban area boundaries as are used for pre-existing urban areas. A pre-meeting may be beneficial for any other existing urban areas, too. Region staff will likely make this determination, but BPED also may come across a situation that might benefit from a pre-boundary adjustment meeting with the municipality.

Bi-state MPOs: WisDOT will propose adjustments for the Wisconsin portion of the MPO, through coordination with the DTSD Region Planner and MPO Director or delegated MPO staff person who, in turn, will coordinate closely with the neighboring state on the urban area boundary adjustments in that state. The bi-state MPOs in Wisconsin are:

- Duluth-Superior MPO (MN)
- La Crosse-La Crescent MPO (MN)
- Dubuque MPO (IA)
- Beloit-South Beloit MPO (IL)
- Round Lake Beach TMA (SEWRPC and CMAP (IL) MPOs)
- Metropolitan Council TMA (MN)

E. Review and Approval by MPO/UA Officials

For the MPOs, the MPO policy board reviews the proposed boundary adjustments, can ask questions and suggest changes to WisDOT, and upon concurrence with WisDOT, votes to approve the proposed UA boundary.

For the other urban areas, the municipal clerk—or other local elected official—receives the proposed UA Boundary map and presents it to the appropriate governing body (municipal board/committee) for review and approval. See WisDOT's [Functional Classification and Boundary Approval Policy](#).

If there are questions, or recommendations for changes to the proposed map, the local official should contact the Region Planner who then contacts BPED to discuss them and concur on any changes. BPED will send the revised map back to the Region Planner to send (or present to) the MPO/Local officials. This iterative process continues until all parties concur on the final proposed UA boundary map. The MPO/Local officials approve the proposed UA map and send documentation of approval to the Region Planner who forwards it to BPED.

BPED finalizes the proposed UA map and prepares documentation for internal approval.



F. Governor/WisDOT Secretary Approval

Federal Law (23 USC 101) states that State and local officials are responsible for approval of urban area boundaries. In Wisconsin, the Governor delegates state approval authority for adjusted Urban Area Boundaries to the State Transportation Secretary. WisDOT will send the proposed UA Boundary map to the WisDOT Secretary for approval/signature. Record of the approval is included with the proposed map.

First in the approval process, the MPOs and other urban areas will pass a resolution approving the adjusted UA boundary and send it to WisDOT-BPED. In the event that passage of a formal resolution is not possible in timely manner, passage of a motion to approve the changes and documented in the meeting minutes, is acceptable. Next, BPED will forward the adjusted boundary map to the WisDOT Secretary for written approval. Finally, BPED will send the map, along with both approval documents, in a submittal packet to FHWA-Wisconsin.

The Census-defined Urban Area—not the adjusted Urban Area—is used to determine the population of the Urban Area. This is a factor for urban areas just under the 50,000 population threshold for MPO designation or the 200,000 threshold for TMA designation.

G. FHWA Approval

Upon receipt of the adjusted UA Boundary map and approval documentation from BPED, FHWA will send a letter to WisDOT approving the adjusted boundary map.

H. Final UA Boundary Maps

Once FHWA has approved the adjusted UA boundary, it becomes official, Urban Area Boundary. Upon receipt of the final approval from FHWA-Wisconsin, BPED will add the approval dates to the final UAB maps and posts them on its [website](#). The description of urban areas and UA boundaries on the website will be updated to align with the new urban definitions created from the 2020 Census.

An **outline** of key steps in the UA boundary adjustment process is included at the end of this document.

I. Metropolitan Planning Area (MPA) Boundaries

Federal Regulations governing Metropolitan Planning Area Boundaries are found in 23 CFR 450.312. Whereas the UA boundary typically defines the area of potential growth of the community over 10 years, the MPA boundary typically extends beyond that to encompass the area of expected urbanization of the metropolitan planning area 20 years into the future.

Transportation projects that fall within the MPA boundary are included in the MPO's Transportation Improvement Program (TIP).

The area between the approved Urban Area (UA) boundary and the Metropolitan Planning Area (MPA) boundary is considered **rural** for functional classification and funding purposes.

The MPA boundary is used by the federal government as the delineation between jurisdictions of adjoining MPOs.

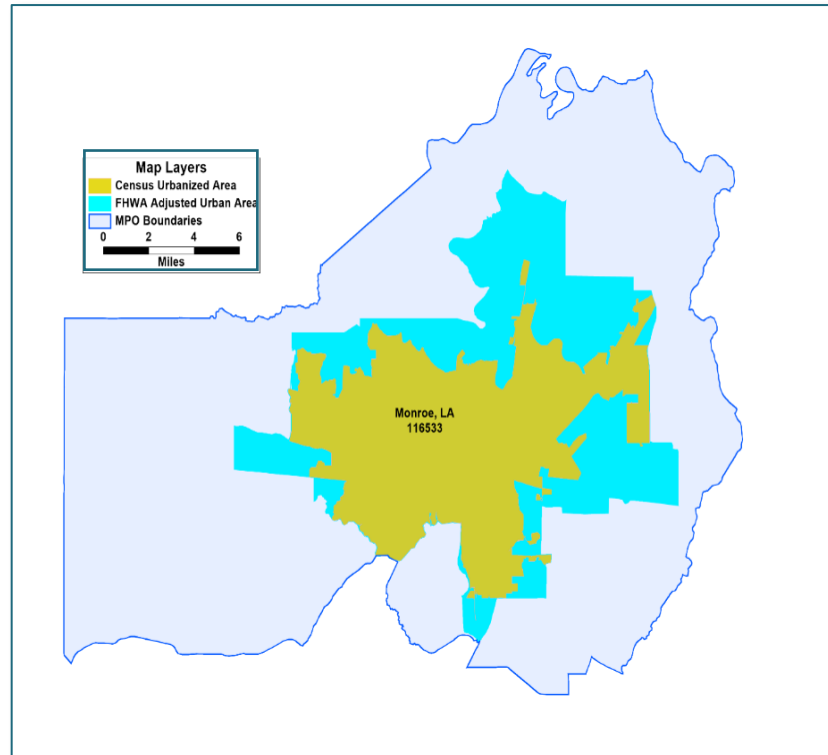
GUIDANCE DOCUMENT

The MPA boundary must include the entire area encompassed by the adjusted UAB. The MPA boundary usually extends beyond the UAB but can coincide with it, depending on the land use, transportation network, and anticipated growth and development in the areas adjacent to or very near the UA (as shown in the example to the right).

MPOs typically update and finalize their MPA boundaries after the adjusted UA boundary has been approved, although review and consideration of the MPA boundary may occur simultaneously with the urban area boundary adjustment process described above.

The final MPA boundary decisions belong to the MPO; WisDOT has more of an advisory role with regard to the location of the MPA boundary. However, as with WisDOT approval of the Adjusted Urban Area

Boundary, the MPA boundary/map has to be signed off by Department Secretary (as the designee of the Governor) and submitted to FHWA. FHWA acknowledges receipt of the MPA boundary but does not have approval responsibility and therefore does not sign off on the MPA boundary/map.



This guidance will be reviewed and may be revised after the US Census Bureau has released the urban area data, or after the urban boundary review and adjustment process has begun, to make sure it appropriately addresses any previously unanticipated situations. BPED will clarify the current information and provide additional guidance that may be helpful.



Part 2: Technical Considerations

This section comprises the various technical considerations and recommendations—the “rules”—for making adjustments to the Census-defined Urban Area Boundary (UAB).

1. **The adjusted boundary must include all of the Census-defined boundary.** The adjusted UAB can be concurrent with, or outside of, the Census-defined boundary but *cannot be inside it*.
2. **The adjusted boundary must include only one Census-defined Urban Area.** This is a one-to-one relationship. The adjusted UAB cannot include two or more Census-defined Urban Areas.
3. **The adjusted boundary should encompass one contiguous area.** If the Census-defined boundary has resulted in a non-contiguous, disconnected portion of the urban area, the adjusted boundary can be expanded to include this area, creating a contiguous urban area.
4. **Include within the adjusted boundary areas expected to be developed in the next 10 years.** Because the urban boundary adjustment process occurs only once every ten years, include areas that are likely to experience growth and development during the upcoming ten year window—areas which might be included in the next census boundary definition.
5. **Eliminate inaccurate, unreasonable, or vaguely apparent boundaries.** Use physical features (e.g., roads, rivers, parcel/property lines, water bodies/shorelines) to define the urban area. The availability of maps and satellite imagery through Google, Bing, USGS (US Geological Survey), and NAIP (National Agriculture Imagery Program) has made it relatively easy to see physical features, roads, residential and commercial developments, and other land uses in considering prudent boundary adjustments.
6. **Adjust portions of the Census-defined boundary that do not follow a recognizable feature.** When the Census-defined boundary results in an irregular dip or bump-out that does not follow a physical, land use, or roadway feature, and has no apparent relationship to the urban area, smooth out this portion of the boundary using a clearly-definable feature as previously discussed.
7. **Include all of an incorporated city or village.** If the Census boundary includes part of an incorporated community, include all of the community to avoid the situation where a city or village has both urban and rural portions. Funding eligibility is a key consideration here; it is recommended to have all roads within an urban community be eligible for STP-Urban funding, rather having some roads eligible for STP-Urban funds and others eligible for STP-Rural funds. However, these decisions should take into account recent annexations and extraterritorial zoning areas, as well as potential rural versus urban funding implications. In some cases, a rural portion could stay separate from the adjusted urban area (remain outside the adjusted boundary), but only with compelling justification.



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This rule also applies to unincorporated developed areas—commercial, industrial, residential, institutional, etc.—*near* an urban area. If the Census-defined boundary cuts through one of these developments, it is recommended to adjust the boundary to include the entire developed area.

8. **Include typically urban land uses within the urban area boundary.** These are generators *other than* commercial, industrial, and residential uses. These include transit service routes such as bus lines and passenger terminals, as well as golf courses, airports, athletic fields, and ferry terminals, for example, even though these types of land uses can be located in rural locations, too.
9. **Ensure that the adjusted boundary includes or excludes all roads that run concurrent with the boundary.** Do not create or perpetuate a situation where some 'border roads' are within the urban area and others are outside the urban area, or where a single roadway has one or more segments inside and one or more segments outside the boundary. The UAB should be adjusted to include all border roads. Again, funding eligibility is a consideration. Note: Adjusting the boundary to *exclude* all 'border roads' is only possible in cases where the *Census-defined boundary does not include any portions of those border roads*. As mentioned at the beginning of this section, adjusting the urban area boundary *inside* of the Census-defined boundary is not permitted. Thus, in such cases, the only option is to adjust the UAB outward to include all border roads.
10. **Include an entire interchange either inside or outside the urban area boundary.** Often, interchanges exist on 'border roads' as described above. In such cases, make sure that the UAB is adjusted to include the entire interchange within the boundary, not just some of the ramps or auxiliary lanes. As is the case with roads, it might not be possible to adjust the boundary to *exclude* the entire interchange because the Census-defined urban boundary cannot be adjusted inward. Thus, if the Census-defined boundary cuts through the interchange, the only option is to adjust the boundary outward to include all interchange roads and ramps.
11. **Consider the functional classification of roads near the urban boundary.** Roadway Functional Classification and urban boundary placement are closely related. See WisDOT's [Functional Classification Criteria and Procedures](#) for detailed information. Functional classification review begins after the boundary adjustment process concludes; therefore, it is important to consider existing classified and unclassified roads, as well as planned roadways near the UAB when considering boundary adjustments, especially within the context of land use, spacing, and continuity. Functional classification issues should not be the primary factor in determining if and where to adjust an urban boundary, but rather, considered alongside the boundary adjustment criteria above.



Part 3: Overview of Process Steps*

1. US Census releases Urban Area (UA) Boundary data (shape files)
2. BPED creates initial UA maps showing:
 - Previous adjusted UA boundary
 - Current Census-defined UA boundary
 - Differences between the two boundaries highlighted
- 3a. BPED sends initial individual overlay map to each **MPO** (UA w/population = 50,000+)
 - Coordinate initial proposed boundary adjustments with MPO, Region, and FHWA via virtual meeting(s), as often as needed
 - Inform (cc: on communication) Planning Section MPO Liaisons
 - BPED reaches concurrence with MPO and respective Region and create final proposed adjusted UA boundary map
 - MPO (Transportation Advisory Committee and/or Policy Board) reviews proposed adjusted UA boundaries
 - MPO Policy Board approves adjusted UA boundary map
- 3b. BPED sends draft individual adjusted UA map to the other **UAs** (population = 5,000 to 49,999)
 - Coordinate with Region staff and FHWA on initial proposed boundary adjustments
 - Region sends initial communication to Municipal Clerk (or other official) for UAs in their region
 - For new UAs, Region schedules (virtual) meetings to explain the concept/process
 - Affected City/Village boards, designated Urban Area committee, or elected official(s) review proposed adjusted UA boundaries
 - BPED discusses comments/suggestions from municipality with Region (and respective local officials if warranted) and makes any revisions to draft UA map.
 - Affected City/Village boards or designated Urban Area committee reviews and approves proposed adjusted UA boundaries
4. Upon receipt of approval/concurrence from MPOs and other UAs, WisDOT sends maps to SO (as Governor's designee) for approval
5. Upon receipt of approved maps from SO, BPED sends approval packet to FHWA for approval
6. Upon receipt of approval letter from FHWA, BPED creates final UAB maps and posts on WisDOT's internet site
7. Deadline for approval of all adjusted UA Boundary maps is June 30, 2024

* Steps 3a and 3b can occur simultaneously.

RESOLUTION #24-11

ACCEPTING FUNDS FROM THE WASHINGTON COUNTY EMERGENCY MEDICAL SERVICE (EMS) & FIRE GRANT PROGRAM

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, Washington County has allocated a pool of dollars to create a grant program to provide direct assistance to partner Emergency Medical Service (EMS) and Fire agencies in the County; and

WHEREAS, the County has created a distribution formula and has calculated the award amounts for each eligible municipality; and

WHEREAS, Washington County has awarded \$74,000 to the Village of Jackson for this purpose; and

WHEREAS, the Village of Jackson has reviewed the terms and conditions of the grant program, as described in the program description; and

NOW, THEREFORE, BE IT RESOLVED, by the Village of Jackson Board of Trustees that the Village does hereby accept the grant award in accordance with the Washington County Emergency Medical Service (EMS) & Fire Grant Program.

Introduced by: _____

Seconded by: _____

Vote: ____Ayes ____Nays

Passed and Approved: _____

Brian Heckendorf – Village President

Attest: _____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on posting boards at the Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date



To: Village of Jackson
From: Washington County
Date: May 3, 2024
Subject: Washington County Emergency Medical Services (EMS) & Fire Grant Program

The purpose of this communication is to inform you that the County has approved an EMS & Fire Grant of: \$74,000 for your municipality. This program and process has previously been communicated to your chief elected official.

The next steps in the process are for you to:

- Have your elected body approve the grant award (using the included resolution language included in the attachment).
- Send a signed/approved copy of the resolution.

Once we receive the information, the County will send a check for the approved amount. Included in this communication is a copy of the program information and a template for you to use for getting approval by the elected body of your municipality (typically done via resolution).

The resolution attachment is in Word, so it can be pasted into the format used by your municipality. Please do not significantly modify or add to the language.

Please contact Aaron Daul (aaron.daul@washcowisconsin.gov or 262-335-4330) if you have questions.

Thank you for your partnership.



Emergency Medical Services (EMS) & Fire Grant Program

The mission of Washington County is to create an environment for residents and businesses to enjoy our authentic quality of life through a well-governed and administered County dedicated to safe and secure communities, economic growth and vitality, effective mobility and reliable infrastructure, and access to basic needs.

Washington County has designated \$1,000,000 of one-time funding in 2024 to support Fire/EMS efforts at the local level. Specifically, this grant provides financial assistance directly to the local units of government that fund eligible fire departments and fire/EMS organizations to assist in the provision of critical staffing, training, and equipment. All Washington County municipalities are eligible to receive the funds, except for the City of West Bend, who is receiving funds via the lead lateral grant program.

Process:

- Each municipal entity shall receive an award letter outlining the award amount, as well as any requirements for approval and use of the funds.
- The elected body of the municipality must act to approve/accept the grant via the model resolution provided by the county. Municipalities should approve the resolution via their normal process and communicate that acceptance to the County.
- Upon receiving confirmation of acceptance, the County will remit the grant payment to the municipality.

Eligible Use:

- **Hiring and Staffing:**
 - Hiring fire and emergency response personnel.
 - Incentives for volunteer recruitment and retention.
- **Operations & Safety:**
 - Contract cost increases in excess of net new construction.
 - EMS/Fire equipment, including personal protective equipment and specialty access vehicles (ex. all-terrain vehicles).
 - EMS training.
 - Updates to stations and facilities.
 - Wellness and fitness.

Grants will be distributed using the following formula:

- 25% of annual funds proportionally allocated by population as a percent of the total population of participating municipalities.
- 25% of annual funds proportionally allocated by equalized value as a percent of the total equalized value of participating municipalities.
- 25% of annual funds proportionally allocated by percentage of total EMS calls as a percentage of the total EMS calls of participating municipalities.
- 25% of annual funds allocated equally across all participating municipalities.

RESOLUTION #24-12

RESOLUTION PROVIDING FOR THE SALE OF APPROXIMATELY \$5,775,000 GENERAL OBLIGATION PROMISSORY NOTES, SERIES 2024B

The Village Board of the Village of Jackson, Washington County, Wisconsin, does resolve as follows:

WHEREAS, the Village of Jackson, Washington County, Wisconsin (the "Village") is presently in need of approximately \$5,775,000 for public purposes, including paying the cost of remodeling the Jackson Community Center (the "Project"); and

WHEREAS, it is desirable to borrow said funds through the issuance of general obligation promissory notes, pursuant to Chapter 37, Wisconsin Statutes; and

NOW, THEREFORE, BE IT RESOLVED, by the Village of Jackson Board of Trustees that:

Section 1. Issuance of the Notes. The Village shall issue its General Obligation Promissory Notes, Series 2024B in the approximate amount of \$5,775,000 (the "Notes") for the Project.

Section 2. Sale of the Notes. The Village Board hereby authorizes and directs that the Notes be offered for public sale. At a subsequent meeting, the Village Board shall consider such bids for the Notes as may have been received and take action thereon.

Section 3. Notice of Sale. The Village Clerk (in consultation with Ehlers & Associates, Inc. ("Ehlers")) be and hereby is directed to cause notice of the sale of the Notes to be disseminated in such manner and at such times as the Village Clerk may determine and to cause copies of a complete Notice of Sale and other pertinent data to be forwarded to interested bidders as the Village Clerk may determine.

Section 4. Official Statement. The Village Clerk (in consultation with Ehlers) shall cause an Official Statement to be prepared and distributed. The appropriate Village officials shall determine when the Official Statement is final for purposes of Securities and Exchange Commission Rule 15c2-12 and shall certify said Official Statement, such certification to constitute full authorization of such Official Statement under this resolution.

Section 5. Reimbursement. The Village Board hereby officially declares its intent pursuant to Treasury Regulation Section 1.150-2 to reimburse any expenditures made in connection with the Project prior to the issuance of the Notes with the proceeds of the Notes in an amount not to exceed \$5,775,000.

Introduced by: _____

Seconded by: _____

Vote: ____Ayes ____ Nays

Passed and Approved: _____

Brian Heckendorf – Village President

Attest: _____
Anastasia Gonstead - Village Clerk

Proof of Posting:

I the undersigned, certify that I posted this Resolution on posting boards at the Jackson Municipal Complex, Post Office, and one other location in the Village.

Village Official

Date

WASHINGTON COUNTY BROWNFIELDS SITE REDEVELOPMENT COALITION
MEMORANDUM OF AGREEMENT BETWEEN THE FOLLOWING PARTIES:

WASHINGTON COUNTY
and
VILLAGE OF JACKSON

This Memorandum of Agreement documents the roles and responsibilities of the various parties involved in the County Brownfields Site Redevelopment Coalition with regard the Washington County Brownfield Assessment Fund.

1. This agreement will be effective immediately following the execution of this Memorandum of Agreement as part of the Washington County Brownfields Site Redevelopment Program.
2. On March 11, 2020, the Washington County Board of Supervisors authorized a transfer of \$600,000 from the General Fund to a Brownfield Environmental Assessment Fund with a unanimous vote. The Framework for the Washington County Brownfields Assessment Fund, reviewed by the County Executive Committee on October 28, 2020 is included as Attachment A.
3. All Coalition Partners utilizing the County Brownfield Assessment Fund shall be required to provide a 20% match for all projects.
4. Washington County will review and pay all approved project invoices for work conducted by the environmental consultant. The County will invoice the Village of Jackson 20% of the total project costs to be paid within 60 days of receiving the invoice.
5. It will be the responsibility of Washington County to provide timely information to the other Coalition Partners regarding the management of the Framework and the County Brownfields Assessment Fund and any changes that may be made to the Framework or Fund over the performance period.
6. It is anticipated that the Coalition Partners will include the City of West Bend, City of Hartford, Village of Jackson, Village of Slinger, Village of Richfield, Village of Germantown and the Village of Kewaskum. Washington County and the Coalition Partners plan to implement several key steps that will ensure the successful completion of the project including the continued role of the Site Redevelopment Steering Committee (SRC), which is a formal committee responsible for site selection and oversight of the Brownfield Assessment Fund through the Site Redevelopment Program. Working collaboratively, the Site Redevelopment Program advances targeted and impactful redevelopment of blighted sites by leveraging valuable and sustainable funding and other resources to provide economic growth and vitality and enhance the quality of life in Washington County.
7. The Site Redevelopment Committee will confirm eligibility of all projects funded through the County Brownfield Assessment Fund and provide a recommendation to the Executive Committee of the Washington County Board of Supervisors. The Executive Committee will approve project funding.
8. The contact information is as follows:

Washington County
Debora Sielski, Director, Community Development Department
333 East Washington Street, Suite 2300
P.O. Box 2003
West Bend, WI 53095-2003
262-335-4445

and

Village of Jackson
Jen Keller, Village Administrator
N168W19851 Main Street
Jackson, Wisconsin 53037
262-677-9001

9. Activities funded through the County Brownfields Assessment Fund are outlined in the Framework for the Washington County Brownfields Assessment Fund (Attachment A) and may include:
- Phase I and Phase II environmental site assessments (ESAs) including additional site investigations on brownfields sites
 - Remedial action plan development for select sites for which Phase II ESAs are completed
 - Site-specific and area-wide redevelopment planning on brownfields sites
 - Site-specific and area-wide redevelopment related studies on brownfield sites
 - Community outreach and education related to brownfields as needed
 - Better connect potential business and other end-users with brownfield sites that can be a focus for redevelopment and reuse
10. Upon designation of the specific sites for assessment or remedial/reuse planning, it will be the responsibility of Washington County to work with the Coalition Partner in whose geographic area the site is located to finalize the scope of work for the environmental consultant. It will be the responsibility of the Coalition Partner to obtain all required permits, easements, and/or access agreements as may be necessary to undertake assessments at the selected site. If the partner does not have the capacity to perform these activities Washington County may assist in securing the necessary site access agreements and permits.

Agreed:

Mr. Joshua Schoemann, County Executive
Washington County
Lead Coalition Member

Date:_____

Jen Keller, Village Administrator
Village of Jackson
Coalition Partner

Date:_____

Attachments:

Attachment A – Framework for the Washington County Brownfields Assessment Fund



Washington County

Site Redevelopment Program



Framework for the Washington County Brownfields Assessment Fund

Executive Committee Date October 28, 2020

Funding Source

- With a unanimous vote on March 11, 2020, the Washington County Board of Supervisors authorized a transfer of \$600,000 from the General Fund to fund a Brownfield Environmental Assessment Fund.
- All Coalition Partners utilizing the County Brownfield Environmental Assessment Fund shall be required to provide a 20% match for all projects.
- Coalition Partners and any local government interested in utilizing the County Brownfield Environmental Assessment Fund shall enter into a Memorandum of Agreement with Washington County outlining roles & responsibilities.

Project Approval Process for County Brownfield Assessment Fund

Task	County SRP Project Manager - PMT	Site Redevelop. Committee (SRC)	Coalition Partner	Economic Develop. Washington County (EDWC) - PMT	Qualified Environ. Prof. (QEP) - PMT	Property Developer / Owner	County Executive Committee	County Executive
Determine Initial Project Eligibility (Site Screening Checklist and Meetings w/Coalition Partners)	X		X	X	X	X		
Development of Project Funding Needs and Request Report	X		X	X	X	X		
Confirm 20% Required Fund Match			X					
Development of SRC Agenda	X							
Notification of SRC Agenda		X	X	X	X	X	X	X
Confirm Project Eligibility w/ Recommendation to Executive Committee		X						
Approve Project Funding Through Consent Agenda							X	
Development of Site Access Agreement	X				X			
Execution of Site Access Agreement			X			X		X
Execution of Assessment Work	X				X			

PMT - Site Redevelopment Program Project Management Team



Planning and Parks Department

333 E. Washington Street, Suite 2300 P.O. Box 2003 West Bend, WI 53095-2003
(262) 335-4445 Fax: (262) 335-6868

webplan@co.washington.wi.us www.co.washington.wi.us/PPD



Washington County

Site Redevelopment Program



Public Purpose Objectives

- A brownfield is an underutilized, idled or abandoned property for which the expansion, redevelopment, or reuse may be complicated by the presence or potential presence of hazardous substance, pollutant, or contaminant. There are estimated to be more than 450,000 brownfields in the United States.
- The Site Redevelopment Program (SRP) continues to make a positive impact in Washington County and its Coalition Partners with a wide range of benefits related to *Economic Growth & Vitality* and *Safe & Secure Community Goals* by spurring numerous brownfield redevelopment projects, resulting in millions of dollars in leveraged funds in environmental assessments, abatement, remediation, and construction generating an increased tax base and increased employment opportunities.
- Washington County Site Redevelopment Program is a County led coalition of local governments formed in 2013 and now includes the City of Hartford, City of West Bend, and the Villages of Slinger, Jackson, Germantown, Kewaskum and Richfield. The Coalition has forged a new and repeatable model for courageously tackling other tough challenges and powerful opportunities facing the County's communities, businesses and residents.
- Projects funded by the County Brownfield Environmental Assessment Fund will advance the goals of the County's Site Redevelopment Program and continue successes achieved to date through implementation of a previous EPA Brownfields Assessment Grant awarded in 2014 and 2017.
- The Site Redevelopment Program's \$1 million investment in brownfield sites through USEPA funding has resulted in 32 redeveloped brownfield acres, 262 new housing units, nearly \$3 million leveraged for cleanup from other sources and over \$43.5 million in new construction.
- The SRP's repurposing already existing public infrastructure, cleaning up blight, building new business assets and bringing deals across the finish line has had significant economic and fiscal benefits to local taxpayers. The downtown West Bend hotel project on the former Gehl site alone will generate over \$2.5 million in direct net revenue to associated units of government and local taxpayers over the next 10 years.
- US EPA Region 5 has taken notice of these accomplishments, recognizing the Site Redevelopment Program and the City of West Bend for 'Outstanding Contributions in Brownfields Redevelopment' at the National Brownfields Conference for the Barton School Apartment Redevelopment.
- Despite these results, there remain numerous blighted and underutilized properties throughout Washington County. Addressing these is a stated priority of County Executive Josh Schoemann who explains, "For every brownfield, such as the Gehl site, this group redevelops, it makes it easier to preserve green spaces and farmland. This is a great example of how when governments work together, the taxpayers win."
- Repurposing underutilized and blighted sites to higher and better uses for direct taxpayer benefit is also a stated priority of the Washington County Board of Supervisors, who authorized in 2019 transfer of \$1.6 million from the General Fund to fund a Site Redevelopment Program Environmental Assessment Fund (\$600,000) and a Brownfields Revolving Loan Fund (\$1,000,000).
- This Framework applies only to the \$600,000 General Fund transfer the County Board authorized for a Brownfield Environmental Assessment Fund.
- The County Brownfield Environmental Assessment Fund will be used to complete:
 - Phase I and Phase II environmental site assessments (ESAs) including additional site investigations on brownfields sites



Planning and Parks Department

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Washington County

Site Redevelopment Program



- Remedial action plan development for select sites for which Phase II ESAs are completed
- Site-specific and area-wide redevelopment planning on brownfields sites
- Site-specific and area-wide redevelopment related studies on brownfield sites
- Community outreach and education related to brownfields as needed
- Better connect potential business and other end-users with brownfield sites that can be a focus for redevelopment and reuse
- The County intends to achieve these goals by utilizing the county-wide inventory of potential redevelopment sites that was completed in 2015 using the FY2014 Brownfield Assessment Grant. The inventory will be used in conjunction with assessment and planning activities to encourage revitalization and reuse of brownfield sites.
- Funding will also be made available to support brownfield projects in all areas throughout the County.

Site Eligibility

- Continue to utilize the Site Redevelopment Program Checklist (see attached) to determine if a proposed site is ready for redevelopment and therefore appropriate for County Brownfield Environmental Assessment Fund investment. Eligibility will be based on the following:
 - Potential to obtain site access
 - Willingness of property owner to work with SRP
 - Meets definition of a Brownfield (Any real property, the expansion, redevelopment or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant or contaminate.)
 - Neither Washington County nor local government are a responsible party
 - No known open environmental enforcement actions
 - End user/developer is prepared to address Phase I findings
 - Local government has tools, time and resources in place to make the site a priority
 - Consideration of Site Complexity
 - Consideration of Environmental Conditions
 - Consideration of Redevelopment Market
 - Consideration of Community Goals

Fund Authorities/Responsibilities

- The Site Redevelopment Committee (SRC) will confirm eligibility of projects funded through the County Brownfield Environmental Assessment Fund and provide a recommendation to the Executive Committee of the Washington County Board of Supervisors.
- The Executive Committee will approve project funding through consent agenda.
- To continue to ensure continuity and efficiency of the Site Redevelopment Program, the SRP Project Management Team will work with Coalition Partners and the Site Redevelopment Committee to move projects through the process. General roles and responsibilities are as follows:



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Washington County

Site Redevelopment Program



- **County:**

- County SRP Project Manager is responsible for project oversight including managing the consultant activities, reviewing environmental site assessments, reports and plans, and preparing required reports and other correspondence as needed. Such reports may include preparing and submitting progress reports, as needed to the Executive Committee and general communications between consultants and Coalition Partners.
- County SRP Project Manager will work with the County Attorney and local governments to complete coalition agreements.
- County SRP Project Manager has primary responsibility for all components of the SRC meetings, except those identified for EDWC and the QEP including preparing and distributing agendas and minutes. The SRC will generally meet on a quarterly basis.
- County SRP Project Manager will provide notice of SRC agendas to the Executive Committee and the County Executive.
- The County will enter into a contract with a qualified environmental professional to complete all environmental work.
- County SRP Project Manager will work with the County Attorney and local governments to complete site access agreements. The County will work with individual Coalition Partners in which sites are located to develop and execute property access agreements for all parcels on which work will be performed that include on-site inspections, testing, or the physical entry onto the properties. The process for securing access will vary depending on whether sites are currently owned by local governments versus private parties, whether sites are currently tax delinquent, and whether sites are subject to specific development proposals or sales agreements at the time of assessment. In all instances, it is anticipated that the local governments within which the site(s) are located, in cooperation with the County and the Qualified Environmental Professional (QEP), will have primary responsibility for securing access. This is in recognition that those local officials will have the best understanding of access challenges. For sites that are tax delinquent, the County has the ability, under Wisconsin law, to obtain an environmental inspection warrant that can be used to secure access for testing in circumstances where the current property owner is unwilling to provide access. However, the preferred option for all sites (including those that are tax delinquent) will be to secure the willing and legal consent of the property owner through the execution of an access agreement.

- **EDWC:**

- Assist the QEP as needed in completion of any updates to the site ranking and prioritization process.
- Review and provide input into QEP-led remedial action planning and brownfields site or area-wide reuse/redevelopment plans.
- Complete ROI Impact Analysis for brownfield redevelopment projects impacted by the County Brownfield Environmental Assessment Fund at a specified cost per Impact Analysis.
- Assist in community outreach as appropriate to better connect potential businesses, developers and other end-users with brownfields sites that can be a focus for redevelopment and reuse.
- Continue to utilize the EDWC website focused on connecting prospective end users and local stakeholders with information on redevelopment sites and associated reuse opportunities.



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Washington County

Site Redevelopment Program



- If requested, EDWC will provide input on meeting agendas and prepare presentations for the SRC meetings and public community meetings as necessary.
- EDWC staff will continue attending all quarterly SRC Committee meetings and participate in quarterly “check-in” in-person meetings and/or tele/web conferences with Project Management Team.
- The EDWC will operate under the current loan program contract except there will be a fee of \$1,400 for each ROI Impact Study completed by EDWC staff.
- **Qualified Environmental Professional (QEP) with subcontract with Professional Planning Firm (PPF):**
 - The work of the QEP for the County Brownfield Environmental Assessment Fund will be included in the Request for Qualifications used in hiring a QEP for implementing the FY2020 US EPA Revolving Loan Fund.
 - The successful firm should possess the required licensure, certifications, qualifications and related experience to conduct and prepare environmental site assessments, site investigations, hazardous building materials surveys, remedial action options, remedial action plans, and perform surveying and geotechnical studies.
 - The successful firm should possess the resources to complete these studies or identify a qualified subconsultant to conduct and prepare implementation plans; demolition/remediation/abatement specifications; material management plans; onsite inspection; and remedial documentation associated with adaptive reuse/renovation and associated costs. These include, but are not limited to the Chapter NR 700 Wisconsin Administrative Code Rule series requirements and related Wisconsin Department of Natural Resources guidance; local, state and federal permitting requirements (National/Wisconsin Environmental Policy Act (NEPA/WEPA), which include endangered species, endangered resources, waterways and wetlands, historical/archaeological sites, Army Corps of Engineers navigable waters, etc.), the All Appropriate Inquiries Rule and ASTM International standards.
 - The QEP should also have knowledge and experience in appropriate health and safety requirements related to investigation and remediation/abatement of contaminated media and construction/demolition debris.
 - Provide project specific status updates to the County SRP Project Manager on generally a monthly basis.
 - Integrate new sites into the existing inventory and removing sites that have been redeveloped as necessary.
 - Utilize Survey 123 for tracking work on funded redevelopment sites.
 - Assist the County SRP Project Manager in site ranking and prioritization as necessary for SRC to determine appropriate funding priorities.
 - Conduct all Phase I and Phase II Environmental Site Assessments and Remedial Action Planning.
 - Assist in guiding individual Coalition Partners in which sites are located to execute property access agreements.
 - Provide oversight to professional planning firm (PPF) in the preparation of brownfields site or area-wide reuse/redevelopment plans.



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Washington County

Site Redevelopment Program



- Prepare presentations as appropriate for meetings as necessary providing implementation status and solicit input from SRC members on specific sites or revitalization needs. If requested, QEP to provide input on meeting agendas and materials.
 - PPF to develop two fact sheets per year, with the County SRP Project Manager, EDWC and QEP contributing.
 - QEP and PPF to attend quarterly SRC and PMT meetings.
 - PPF will lead any additional site selection, ranking and prioritization of sites using the established three-tiered site identification and prioritization process with the SRC.
 - With oversight from QEP, as directed by the County, PPF to assist in remedial action planning.
 - As directed by the County, with oversight from QEP, prepare brownfields site or area-wide reuse/redevelopment plans in cooperation with the County and EDWC.
 - PPF will prepare presentations as appropriate for the SRC meetings and public community meetings as necessary regarding site selection, ranking, prioritization and reuse/redevelopment planning.
- **Coalition Partners:**
 - Assist the County in securing access agreements for privately owned parcels targeted for assessment within their jurisdictional area.
 - All Coalition Partners utilizing the County Brownfield Environmental Assessment Fund shall be required to provide a 20% match for all projects as outlined in the Memorandum of Agreement.
 - Provide access for parcels owned by the Coalition Partner that are targeted for assessment within their jurisdictional area. Partners will have primary responsibility for securing signatures from private property owners necessary to execute access agreements for those parcels, as well as any parcels targeted for assessment for which they are the owner. (Access agreement forms will be developed by the County).
 - Assist in the eligibility determination process for sites targeted for assessment within their jurisdictional areas, by providing information where available, relevant to past and current ownership, past assessment activities, known or suspected environmental liabilities, and reuse plans.
 - Assist in the process of selecting and prioritizing sites for use of EPA funding.
 - Assist in clearing of public utilities as appropriate for utility clearance performed prior to intrusive subsurface sampling activities for parcels targeted for assessment within their jurisdictional area.
 - Provide input into reuse/redevelopment planning efforts.
 - Coalition representative will continue attending all quarterly SRC Committee meetings.

Measures of Success

Washington County Site Redevelopment Program has identified the following measures of success that will be tracked and documented in fact sheets to be provided to the Executive Committee including update of the SRP Success Dashboard and infographic.

- Number of completed Phase I and Phase II environmental site assessments (ESAs) on priority brownfield sites.



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Site Redevelopment Program



- Number of completed additional site investigations and remedial action plans developed for select sites for which Phase II ESAs are completed.
- Number of successful projects where County Brownfield Environmental Assessment Fund was used to leverage additional funding for redevelopment projects.
- Number of success story profiles and case studies developed to further market the Site Redevelopment Program in order to connect potential investors and other end-users with brownfield sites that can be a focus for redevelopment and reuse.
- Number of brownfield acres redeveloped utilizing County Brownfield Environmental Assessment Fund.
- Number of new housing units constructed utilizing County Brownfield Environmental Assessment Fund.
- Amount of additional investment in environmental assessments, abatement, demolition and cleanup for projects utilizing County Brownfield Environmental Assessment Fund.
- Amount of additional investment in construction for projects utilizing County Brownfield Environmental Assessment Fund.

SRC

- Since 2010, the County has proactively involved Washington County communities in development and advancement of a brownfields-focused Site Revitalization Program. To lead this effort, in early 2013, the County established a Site Revitalization Committee (SRC) to guide and advance brownfield redevelopment, community outreach and involvement, reuse planning and site assessment.
- The SRC includes representatives from all Coalition Partners, Economic Development Washington County (EDWC) and complementary organizations to oversee the Washington County Site Redevelopment Program.
- The SRC will confirm eligibility of projects funded through the Site Redevelopment Program Environmental Assessment Fund subject to the consent approval of the Executive Committee of the Washington County Board of Supervisors.
- The SRC will convene on at least a quarterly basis, with the public meetings widely promoted encouraging participation by our partnering organizations and public. To maximize the extent to which community residents and other stakeholders can provide meaningful input to the project, the SRC comprehensive community outreach program will continue, with elements that include SRC public meetings, County-wide and community specific public meetings and forums, print and web-based communication tools including the development and distribution of marketing and informational materials, and joint outreach and education efforts with community partner organizations.



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Washington County

Site Redevelopment Program



Other Key Stakeholders

- Wisconsin Department of Natural Resources (WDNR)
- US Environmental Protection Agency
- Washington County Health Department
- Wisconsin Economic Development Corporation (WEDC)

Reporting

- The County SRP Project Manager will:
 - Provide a status report to the Executive Committee as needed.
 - Work with the QEP on preparing SRP Fact Sheets to continue to report overall leveraging.
 - Continue to develop success stories and update County Success Story maps and videos.



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Redevelopment Site Screening Checklist

WASHINGTON COUNTY SITE REDEVELOPMENT PROGRAM



THE SITE REDEVELOPMENT PROGRAM (SRP) is a coalition of Washington County communities that coordinates efforts and resources to further the redevelopment of previously contaminated and underutilized sites, improving environmental conditions and renewing economic energy in Washington County. The SRP is able to provide funding to assist with certain activities related to site redevelopment, including site investigation and reuse planning. This Checklist should be used to determine if a proposed site is ready for redevelopment and therefore appropriate for investment by the SRP.



STEP 1: FUNDAMENTAL CONSIDERATIONS

Is there potential to obtain site access?

NO

Without access, the site is not a good candidate for SRP funding.

YES

Access is essential to site closure; Contact the PMT for advice on the most successful method to gain access.

Are you current on all obligations with federal, state, and local govt. entities?

Applicable to private applicants only.

NO

All obligations, including county and local utilities and/or taxes must be paid to be eligible.

YES

Excellent! Move to the next question.

Is the property owner interested in redevelopment and willing to work with the SRP?

NO

The site is not a good candidate for SRP funding.

YES

Property owner interest is essential to moving forward to site closure. Contact the PMT for advice.

Is the site eligible for EPA grant funding for site cleanup?

To be eligible it must meet **all three** of the requirements that are listed below...

NO

Because the site cannot be defined as a Brownfield...

A Brownfield is any real property, the expansion, redevelopment, or reuse of which may be complicated by the presence or potential presence of a hazardous substance, pollutant, or contaminant.

...and/or Washington County and/or the local government are responsible parties...

...and/or the site has known open environmental enforcement actions.

YES

✓ **1.** Meets the definition of a Brownfield:

✓ **2.** Neither Washington County nor local government are a responsible party.

✓ **3.** Is free of known open environmental enforcement actions.

Is the end user/developer prepared to address Phase 1 findings?

NO

The site is not a good candidate for SRP funding.

YES

Excellent! Move to the next question.

Does the local government have the economic development tools, time, and resources in place to make the site a priority?

NO

The site is not a good candidate for SRP funding.

YES

These tools make a project far more likely to be successful and provide a good return on investment for the SRP.

NO:
The site is not a good candidate at this time.



WASHINGTON COUNTY

e.d.w.c
YOUR GROWTH. OUR PASSION.

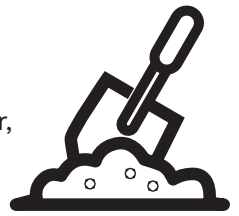


GREAT! Get ready to dig into STEPS 2 + 3

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STEP 2: DIGGING INTO THE ISSUES

Now consider the following questions to further evaluate site readiness. There is no scoring; rather, the questions aim to shed light on the potential advantages and hurdles associated with the site.



SITE COMPLEXITY



Is the site/area relatively simple and free of costly complications? Simple sites are good candidates for redevelopment and likely to achieve a high return on investment for the SRP. If the site is highly complex it will require additional funding and experienced project management to move it to completion.

ENVIRONMENTAL CONDITIONS:

These answers will help the PMT anticipate the costs of assessment, cleanup, and reaching site closure.



Are there environmental concerns with the site? What are they? _____



Will a Phase 2 Environmental Assessment (and beyond) likely be needed?



REDEVELOPMENT MARKET:

Knowing the answers to these questions will help the PMT understand the project's market viability.



Is there an end use or redevelopment/reuse scenario in mind for the site? This will inform how extensive site investigation and cleanup efforts need to be. _____



Is there a developer at the table? If so, a return on investment for the SRP in the near term is much more likely.



Does this site have potential to be a cluster (rather than a grouping of parcels)? The cluster could become a larger-scale project with many reuse possibilities. It may also have a greater community impact by leveraging other current investments. Describe the cluster: _____



Are there other area projects in the works that could help drive the need for SRP funds? Complementary projects or developments may help leverage SRP investments in the near term. List the projects: _____



COMMUNITY GOALS:

These answers will help the PMT understand the importance of the site within the community as a whole.



Is the site included in local plans, such as the community's comprehensive plan, downtown plan, or economic development strategic plan? If so, the site is likely to have a greater impact on the community by leveraging other area projects and investments.



Is there community support? If the planned reuse has support and is consistent with community planning and reuse goals, the project is more likely to go smoothly, and to generate a return on investment for the SRP.



Are there incentives (such as TIF districts) already in place in the area or community?
If so, there is a better chance of putting together a viable project.

STEP 3: IDENTIFY THE HURDLES

Finally, here or on a separate sheet please tell us about known hurdles or obstacles to redevelopment. This helps us craft a customized redevelopment strategy to address them.



YOUR NAME: _____
ADDRESS OF PROPERTY (IES): _____
TAX I.D. OF THE PROPERTY (IES):: _____
NAME OF THE PROPERTY OWNER: _____
ADDRESS OF OWNER/REPRESENTATIVE: _____ CITY: _____ STATE: _____
EMAIL OF OWNER/REPRESENTATIVE: _____
PHONE NUMBER OF OWNER/REPRESENTATIVE: (____) _____

QUESTIONS? READY TO SUBMIT THE CHECKLIST?

Contact Debora Sielski, Washington County Planning & Parks Dept.:
(262) 335-4445 or deb.sielski@co.washington.wi.us



Memo

To: Jen Keller, Village Administrator
From: Brian W. Kober, P. E., Director of Public Works
Subject: Purchase of 2024 Front End Loader
Date: ~~April 25, 2024~~ **Updated May 9, 2024**
CC: Village Board; Board of Public Works

The Department of Public Works staff reviewed four (4) loaders to see which one might be best suited for use. We test drove John Deere, Caterpillar, Komatsu, and Case. All machines are very similar in character with some standing out more than others. In the review, we created a check list of ten (10) items that we see as being very important to us. We looked at integrated controls, so we have all live functions on one joystick. We wanted Stucchi couplers for quick connects for hydraulics. Visibility was one of the most important things as we work in tight areas. Fluid checks and maintenance inspections. Minimum of 150 hp to push snow and load materials without being under powered. Full fenders to minimize debris from coming off all over the machine and or other vehicles. Ride control for maneuvering around obstacles and roading. Exiting and entering the machine safely with three (3) points of contact. Warranty was our concern as well.

With all these topics we looked at and tried and tested the Staff has agreed that the best machine to serve us will be the Case 621G2. The machine comes with the metal pless pro-1048-18LE snowplow, 1 4in1 bucket and a set of forks, three (3) year 3000 hrs. base warranty, there (3) year 2000 hrs. maintenance warranty that includes, fluids, filters, and travel for a total price of \$270,500.00.

The 2024 Budget has \$225,000.00 budgeted for the purchase using ARPA Fund. The new loader is a benefit to both the Sewer and Water Utilities. Recommendation to purchase the Case 621G2 for the amount of \$270,500.00 with the Sewer & Water Utilities paying the difference of \$45,500.00.

The Board of Public Work asked the cost of extended warranty to 84 months. The cost with no deductible is \$5,314.00. The total cost is \$275,814.00 which is \$4,314.00 more than the Caterpillar purchase price. If the Village Board selects the more expensive option, then the total purchase shall be done with ARPA funding.

If you have any questions, please let me know.

Brian W. Kober, P.E.

Memo

To: Brian W. Kober, P. E., Director of Public Works
From: Russ Krueger, Streets & Parks Supervisor
Subject: Purchase of 2024 Front End Loader
Date: April 25, 2024
CC: Village Board; Board of Public Works

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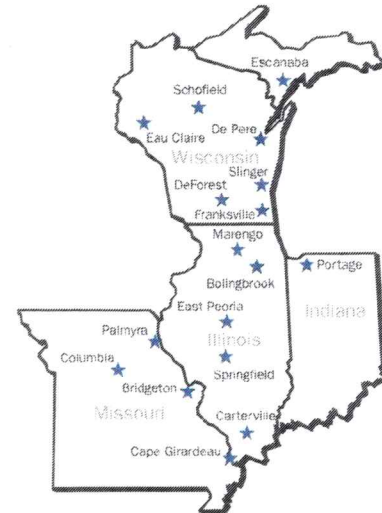
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If you have any questions, please let me know.

Russ Krueger

	Loader Manufacture			
Control Factors	KOMATSU	CATERPILLAR	JOHN DEERE	CASE
INTEGRATED CONTROLS	YES	YES	YES	YES
STUCCHI COUPLERS	YES	YES	NO	YES
VISIBILTY	GOOD	GOOD	GOOD	BEST
FLUID CHECKS	GOOD	GREAT	GOOD	GREAT
WARRENTY	YES	YES	YES	YES
MIN. 150 HP	YES	YES	YES	YES
FULL FENDERS	NO	YES	YES	YES
RIDE CONTROL	YES	YES	YES	YES
EXIT\ENTER MACHINE	GOOD	GOOD	GOOD	GOOD
Powertrain Warranty	60 months	84 months	36 months	36 months
PURCHASE PRICE	\$256,703.00	\$271,500.00	\$279,900.00	\$270,500.00

Note: Case Loader also includes a 3 year 2000 hr Maintenance Warranty includes fluids, filters, & travel.



04/19/2024
Quote#: 10403202411001

VILLAGE OF JACKSON
W194 N 16660 Eagle Dr.
JACKSON, WI 53037

Dear Russ Krueger,

On behalf of Roland Machinery, thank you for the opportunity to assist with your equipment needs. We look forward to earning your business. Please contact me with any questions you may have regarding the following proposal:

FACTORY NEW KOMATSU WA200-8

CONFIGURATION

- Boom assembly, standard
- Bucket cylinder, standard
- Counterweight, standard
- Hydraulic kit for komatsu 416 series quick coupler, installed
- Engine intake, standard
- Full fenders kit, installed
- Komatsu 416 series hydraulic coupler, installed (requires hydraulic kit)
- 2-spool valve w/ mono-lever control, standard
- Rims only for 20.5-25 tubeless tires, qty. 4
- Michelin 20.5r25 x-sno-plus I2 tires, qty. 4
- GEM 2.75 CuYd 4 in 1 bucket (delivered to customer yard)
- Limited slip differentials, front and rear

ATTACHMENTS:

- Engine block heater, 110v plug-in, installed
- Field installed 3rd spool auxiliary hydraulics
- METAL PLESS PRO1048-18LE SNOW PUSHER (INSTALLED ON MACHINE)

(machine) WARRANTY:

- 60 month / 2,000 hour powertrain plus

(maintenance) KOMCARE:

- 36 month / 2,000 hour komatsu care

Sincerely,

CAMERON OLSEN
920-366-1495
colsen@Rolandmachinery.com

Quote#:10403202411001

www.rolandmachinery.com

Page 1 of 3

NEW KOMATSU WA200-8

STANDARD EQUIPMENT

- 2-spool valve for boom and bucket control
- Alternator, 24 V/ 90 A
- Automatic hydraulic-driven fan with automatic reverse rotation
- Back-up alarm
- Batteries, 92 Ah/12V (2), 680 CCA
- Battery disconnect
- Boom kick-out, in-cab adjustable
- Bucket positioner
- Color, rear-view camera and monitor
- Counterweight, standard
- Electronically Controlled Suspension System
- Engine, Komatsu SAA4D107E-3 diesel
- Engine shut-off system, electric
- Equipment Management Monitoring System (EMMS)
 - Lights (central warning, brake oil pressure, engine oil pressure, parking brake, cooling fan reverse, DPF restriction, seat belt caution, Komtrax message)
 - Gauges (DEF level, engine coolant temperature, ecology, fuel level, HST oil temperature, speedometer/tachometer), variable speed display
- Front fenders
- Fuel pre-filter with water separator
- Horn, electric
- Hydrostatic transmission
- Komatsu Auto Idle Shutdown
- KOMTRAX® Level 5
- Lift cylinders and bucket cylinder
- Lights
 - Back-up light
 - Stop and taillight
 - Turn signal lamps, 2 front and 2 rear with hazard switch
 - Working lights, halogen, 2 front cab mount
 - Working lights, halogen, 2 front fender mount
 - Working lights, halogen, 2 rear grill mount
- Loader linkage with standard lift arm
- Multifunction mono-lever loader control with transmission F/R switch
- Parking brake, electric
- Radiator, wider core
- Radiator mask, swing up
- Rear view mirrors, outside (2) inside (2)
- Rims for 20.5-R25 tires
- ROPS/FOPS Cab Level 2
 - 2 x DC12V electrical outlets
 - Ashtray
 - Auto air conditioner
- Cigarette lighter, 24V
- Color LCD/TFT multi-monitor
- Cup holder
- Floor mat
- Operator seat, reclining, air suspension type, heated
- Radio, AM/FM with AUX input jack
- Rear defroster, electric
- Seatbelt, 2-point retractable, 76mm 3" width
- Space for lunch box
- Steering wheel, tilt and telescopic
- Sun visor, front window
- Windshield washer and wiper, front with intermittent
- Windshield washer and wiper, rear
- Service brakes, wet disc type
- Starting motor, 5.5 kW
- Transmission speed ranges, 4 forward and 4 reverse
- Vandalism protection kit, padlocks for battery box (2)

OPTIONAL EQUIPMENT

- Three-spool valve (will utilize integrated proportional control switch included in the multi-function mono-lever) and piping
- Auxiliary steering (SAE)
- Centrifugal engine air pre-cleaner
- Cutting edge (bolt-on type)
- Full rear fenders
- High lift boom
- Limited slip differential (F&R)
- Quick coupler
- Various tire options, radial and bias
- Various bucket and fork options



Total Selling Price

Sell Price:	\$256,703.00
Less Rentals Paid:	0.00
Trade In:	-0.00
Other Charges:	0.00
Total Amount Due:	\$256,703.00

Terms and Conditions

- All orders are subject to acceptance by the Seller upon receipt of order at the office of Seller. In the event applicable taxes are not indicated in the quotation, the material quoted will be subject to any applicable taxes at the date of shipment.
- All quotations are subject to change without notice.
- Prices quoted are subject to change to comply with any manufacturer's price change or any changes in taxes imposed by federal, state or local governments between the date of the quotation and date of delivery of items quoted.
- The property herein quoted is guaranteed by manufacturer's warranty only and no warranty, express or implied, is made by the Seller.
- Terms of sales are subject to credit approval.
- Delivery of the material quoted herein is contingent upon strikes, fires, prior sales, government action and other causes unavoidable or beyond control.
- Any USED or SECONDHAND equipment included in the Quote is sold "AS IS, WHERE IS" WITHOUT ANY WARRANTY. Whatsoever, EXPRESS or IMPLIED, WARRANTY OF MERCHANTABILITY, and WARRANTY OF FITNESS FOR PARTICULAR PURPOSE (except that the seller warrants title). If seller has agreed in writing herein to provide any repair work to the equipment, then the seller warrants said repair work for 30 days after buyer receives delivery. Buyer waives any claim relating to any defect in the equipment which is not to be repaired by SELLER.

KomatsuCare

- Tier 4i & Tier 4 final Construction Equipment comes standard at no additional cost with complimentary factory scheduled maintenance for the first 3 years or 2,000 hours, whichever occurs first.
- Tier 4i & Tier 4 final construction equipment comes standard with two (2) complimentary KDPF exchange units for the first 5 years/9000 hours.



MyKomatsu/Komtrax

- My Komatsu Our inclusive comprehensive digital hub that allows 24/7 access to machine telematics data, parts manuals, service manuals, software, and parts ordering — all in a single place — we'll partner with you to make sure that My Komatsu delivers exactly what you need. KOMTRAX is both a wireless equipment monitoring system and a secure, web-based application used for reviewing the data KOMTRAX collects and sends. KOMTRAX not only gives you the power of knowledge, but also the convenience of managing your fleet on the Web, wherever you are. *That's a \$5,000 value, at no cost to you.*



MyKomatsu



Intelligent Machine Control

- "I" machines feature the next generation of machine control on the jobsite and boast the three I's and three C's. Innovative- automated operation from rough grade to finish grade, Intelligent- new dozing mode with load control performance features, Integrated- standard factory installed integrated 3D GNSS system, no Cables- no coiled cables between the machine and blade, no Climbing- GNSS antenna and mast removed from blade, no Connections- no daily connections to set up and take down which loosen and corrode.



April 16, 2024

Village of Jackson

We are pleased to quote the following for your consideration:

(1) New Caterpillar 926 Wheel Loader

The following factory and dealer options are included:

- * Operating Weight: 28,000 lbs.
- * Cat C7.1 168 Gross H.P. Engine
- * Standard Lift Loader Linkage
- * Electric Heated and Adjustable Mirrors
- * Auxiliary Toolbox
- * Limited Slip Rear Differential
- * Cab Deluxe with Heat and A/C
- * Seat, Deluxe, Air Ride
- * Standard Counterweight
- * Tires, 20.5R25 Michelin Sno Plus Tires
- * Fenders, Full Cover
- * Ride Control
- * Camera, Rear View
- * Radio Am/FM Bluetooth
- * Cold Start 120v, Ether Aid
- * Lights, LED Auxiliary
- * Lights, Halogen Roading
- * 4th Valve Hydraulics with 5th Function
- * Palm Style Joystick with Auxiliary Functions
- * Quick Coupler, JRB 416
- * B&D 4 in 1 Bucket
- * Metal-Pless 1048-18 Plow

* Warranty: Premier Warranty Service Coverage out to a total of 84 Months or 2500 Hours, whichever comes first.

Sale Price: \$271,500.00

Options: B&D Pallet Forks: \$4,000.00

We believe the equipment as quoted will exceed your expectations. On behalf of Fabick Cat, thank you for the opportunity to quote Caterpillar machinery.

Sincerely,
Alex Egelhoff
Territory Manager
Cell: 262-422-4586
alex.egelhoff@fabickcat.com

Milwaukee
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/461-8899 Fax

Power Systems
11200 West Silver Spring Rd.
Milwaukee, WI 53225-3118
414/461-9100 Tel
414/615-2101 Fax

Madison
1111 Applegate Rd.
PO Box 259040
Madison WI 53725-9040
608/271-6200 Tel
608/271-1410 Fax

Eau Claire
7860 Partridge Rd.
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5182 Fax

Power Systems
7877 Partridge Rd. (City EE)
PO Box 1088
Eau Claire, WI 54702-1088
715/874-5100 Tel
715/874-5151 Fax

LaCrosse
1620 Carol Court
La Crosse, WI 54601-3056
608/783-4891 Tel
608/781-3222 fax

Superior
111 Moccasin Mike Rd.
Superior, WI 54880-4358
715/398-9696 Tel
715/398-9695 Fax

Green Bay
600 Hansen Rd.
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-4844 Fax

Power Systems
2700 South Broadway
PO Box 19976
Green Bay, WI 54307-9176
920/498-8000 Tel
920/499-0890 Fax

Wausau
9601 Christie Ln.
PO Box 350
Schofield, WI 54476-0350
715/359-6220 Tel
715/359-5550 Fax

Marquette
US Highway 41 West
PO Box 638
Marquette, MI 49855-0638
906/475-4191 Tel
906/475-4054 Fax

Quote Id: 30237807

Prepared For:
VILLAGE OF JACKSON

Prepared By: **TAYLOR LUTZKE**

Brooks Tractor Incorporated
12101 West Silver Spring Drive
Milwaukee, WI 53225

Tel: 414-462-9790

Fax: 414-462-7242

Email: tlutzke@brookstractor.com

Date: 17 January 2024

Offer Expires: 19 February 2024

Confidential

Quote Id: 30237807

17 January 2024

VILLAGE OF JACKSON
PO BOX 147
JACKSON, WI 53037

TAYLOR LUTZKE
414-462-9790
Brooks Tractor Incorporated

Quote Summary**Prepared For:**

VILLAGE OF JACKSON
PO BOX 147
JACKSON, WI 53037
Business: 414-677-9589

Prepared By:

TAYLOR LUTZKE
Brooks Tractor Incorporated
12101 West Silver Spring Drive
Milwaukee, WI 53225
Phone: 414-462-9790
tlutzke@brookstractor.com

Loader is in stock. Plow price includes set up of hoses, fittings, labor to install on loader.
Plow would be 2-4 week ship time.

Quote Id: 30237807
Created On: 17 January 2024
Last Modified On: 29 January 2024
Expiration Date: 19 February 2024

Equipment Summary	Selling Price	Qty	Extended
2023 JOHN DEERE 544 P-Tier Wheel Loader - 1DW544PAVPLA19767 John Deere Extended Warranty-36M 5000HR PT-HYD WARRANTY	\$ 232,900.00 X	1 =	\$ 232,900.00
METAL PLESS PRO1048-20LE	\$ 47,000.00 X	1 =	\$ 47,000.00
Equipment Total			\$ 279,900.00

Quote Summary

Equipment Total	\$ 279,900.00
SubTotal	\$ 279,900.00
Total	\$ 279,900.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 279,900.00

Salesperson : X _____

Accepted By : X _____

Selling Equipment

Quote Id: 30237807

Customer: VILLAGE OF JACKSON

2023 JOHN DEERE 544 P-Tier Wheel Loader - 1DW544PAVPLA19767

Hours: 5

Stock Number: 084869A

Code	Description	Qty
6031DW	2023 JOHN DEERE 544 P-TIER LDR, FT4,3F,FLLFNR,QC,3.5CY	1
Standard Options - Per Unit		
183E	JDLINK	1
0202	UNITED STATES	1
0259	ENGLISH OPS MANUAL	1
0351	TRANSLATED LABELS	1
0451	STANDARD Z-BAR	1
0613	LEVEL 3 TRIM	1
0656	LEVEL 2 PERFORMANCE	1
0953	ADVANCED VISION SYSTEM	1
1102	ADVANCED OBJECT DETECTION	1
1301	LEFT SIDE STEPS	1
2205	SMEARTWEIGH READY + TRIAL	1
4095	JD POWERTECH PVS 6.8L FT4/EU	1
5121	NBP 20.5 L3 1* 3PC	1
5554	FULL COV. FRONT REAR FENDERS	1
6522	REAR COUNTERWEIGHT & R.HITCH	1
7026	JOYSTICK CONTROLS	1
7054	THREE FUNCTION HYDRAULICS	1
7403	HYDRAULIC COUPLER JRB 416	1
7458	BOLT-ON CUTTING EDGE	1
7500	LESS FORK FRAME	1
7700	LESS TINES	1
7827	3.50YD (2.70CM) ENH. PERFORM	1
8015	NBP 20.5R25 L3 1* W/3PC	1
8042	AXLE OIL COOLING AND FILTER	1
8213	ENGINE EXHAUST W/ CHROMESTACK	1
8295	HEATED AND POWERED MIRRORS	1
8500	COLD WEATHER PACKAGE	1
8501	DEBRIS PACKAGE	1
8502	MAINTENANCE&SERVICE PACKAGE	1
8505	GUARDS TRANSMISSION & BOTTOM	1
8508	AUXILARY EQUIPMENT PACKAGE	1

Selling Equipment

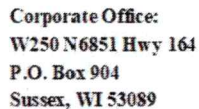
Quote Id: 30237807**Customer:** VILLAGE OF JACKSON

Dealer Attachments	
JRB 416 HYDRAULIC COUPLER	1
3.50 ENH PERFORMANCE BUCKET	1
4TH FUNCTION HYDRAULICS	1
5TH FUNCTION HYDRAULICS	1
Service Agreements	
John Deere Extended Warranty - 36M	
5000HR PT-HYD WARRANTY	

METAL PLESS PRO1048-20LE

Equipment Notes:**Hours:** 0**Stock Number:**

Code	Description	Qty
1		1



Sussex, WI	DeForest, WI	De Pere, WI	Negaunee, MI
1-800-242-3115	1-800-585-7219	1-800-638-7448	1-800-562-9770
Eau Claire, WI	Marathon, WI	Rockford, IL	
1-800-585-7232	1-888-886-4410	1-800-585-7231	

Distributors of Equipment and Supplies for ■ Construction ■ Forestry ■ Industry ■ Government

DATE: 04.15.24

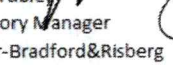
REFERENCE: WHEEL LOADER

QUANTITY	DESCRIPTION	AMOUNT
1	CASE 621G2 ZBAR T4 FINAL LEC WITH LISTED OPTIONS AND ATTACHMENTS	\$270,500.00
	734144 YGR ONLY Quick Pick	METAL PLESS PRO1048-18LE MAXXPRO LIVEEDGE
	424224 4-speed Transmission	QUICK ATTACH JRB416 100-200
	782122 Limited Slip Differentials	PLOWMAXX LD 200 ATTACH
	482585 Cooling System w/Reversing Fan	DVDE3 REXROTH R OCKER SWITCH 24V (24GPM)
	734152 Enhanced Cab Comfort	WERK-BRAU QB3WL100-3.00 100" 3.00 YD.QUAD BKT
	734154 Enhanced Visibility Bundle	WERK-BRAU 96" CARRIAGE / WBPFC1-96-2
	782441 Standard Hydraulic Steering	60"x2.5"x5" SPECIAL FORKS
	734055 Joystick with 2 AUX Functions	STUCCHI THREADED COUPLERS
	782511 Full Fenders w/RH & LH Steps	
	9420487 20.5R25 Bridgestone Snow Wedge	
	734186 No Transmission Control Unit	
	782537 Bucket Pins, No Bkt or Coupler	
	424911 Locking Hydraulic for Coupler	
	482105 English Literature	
	424223 Ejector Type Precleaner Sy-Klone brand.	
	482322 Cold Weather package	
	X15002X No Rear Axle Oscillation Stops	
	782503 Ride Control	
	482027 Skid Plate/Transmission Guard	
	87736988 621G JRB Zbar/XR Coupler	
	3YEAR 3000 HR BASE WARRANTY	
	3YEAR 2000 HR MAINTENANCE WARRANTY COVERED BY MBR	
	INCLUDES FLUIDS, FILTERS AND TRAVEL TIME	
		\$270,500.00

F.O.B.: MBR SUSSEX
QUOTE GOOD FOR 30 DAYS

SIGNED

Miller-Bradford & Risberg, Inc.



Jeff Vruble
Territory Manager
Miller-Bradford & Risberg
262-443-2260
jvruble@miller-bradford.com

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:	PROJECT:	APPLICATION NO:	Distribution to:
Village of Jackson	Jackson Tertiary Filters	1	OWNER ☐
N168 W19851 Main Street	W194N16658 Eagle Drive	PERIOD TO:	ARCHITECT ☐
Jackson, WI 53037	Jackson, WI 53037	3/31/2024	CONTRACTOR ☐
FROM CONTRACTOR:	VIA ARCHITECT:	CONTRACT FOR:	FIELD ☐
J.H. HASSINGER, INC.		Jackson Tertiary Filters	OTHER ☐
N60 W16289 Kohler Lane		CONTRACT DATE:	
Menomonee Falls, WI 53051		3/11/2024	
		PROJECT NOS:	
		/ /	
		INVOICE NO:	
		12335	

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$	4,715,248.00
2. NET CHANGE BY CHANGE ORDERS	\$	0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	4,715,248.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	90,000.00
5. RETAINAGE:		
a. <u>5</u> of Completed Work		
(Columns D + E on G703)	\$	4,500.00
b. <u>0</u> of Stored Material		
(Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$	4,500.00
6. TOTAL EARNED LESS RETAINAGE	\$	85,500.00
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	0.00
(Line 6, from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	85,500.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	4,629,748.00
(Line 3 minus Line 6)		

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$ 0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: J.H. HASSINGER, INC.

By: _____

State of: WI

County of: Waukesha

Subscribed and sworn to before me this

Notary Public: Shelly Ritzow

My commission expires: 8/1/2027

Date: 3/31/2024

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 85,500.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT: _____

By: _____

Date: 4/3/2024

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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010711ACD44

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

Page 2

APPLICATION DATE:

1

PERIOD TO:

3/31/2024

ARCHITECT'S PROJECT NO.:

3/31/2024

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
1	General Conditions/Mobilization	155,178.00	0.00	0.00	0.00	0.00	0	155,178.00	0.00
2	Bonds and Insurance	90,000.00	0.00	90,000.00	0.00	90,000.00	100	0.00	4,500.00
3	Mobilization	20,000.00	0.00	0.00	0.00	0.00	0	20,000.00	0.00
4	Demolition	64,636.00	0.00	0.00	0.00	0.00	0	64,636.00	0.00
5	Excavation and Shoring	280,000.00	0.00	0.00	0.00	0.00	0	280,000.00	0.00
6	Paving	27,000.00	0.00	0.00	0.00	0.00	0	27,000.00	0.00
7	Landscaping	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
8	Concrete Labor	230,000.00	0.00	0.00	0.00	0.00	0	230,000.00	0.00
9	Concrete Materials	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
10	Precast Plank	29,500.00	0.00	0.00	0.00	0.00	0	29,500.00	0.00
11	Masonry	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
12	Steel	235,000.00	0.00	0.00	0.00	0.00	0	235,000.00	0.00
13	Carpentry	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
14	Air Barrier and Damp Proofing	9,000.00	0.00	0.00	0.00	0.00	0	9,000.00	0.00
15	Roofing	62,000.00	0.00	0.00	0.00	0.00	0	62,000.00	0.00
16	Caulking	14,000.00	0.00	0.00	0.00	0.00	0	14,000.00	0.00
17	OH and Doors	34,000.00	0.00	0.00	0.00	0.00	0	34,000.00	0.00
18	Painting	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
19	Plumbing	117,000.00	0.00	0.00	0.00	0.00	0	117,000.00	0.00
20	HVAC	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
21	Process	600,500.00	0.00	0.00	0.00	0.00	0	600,500.00	0.00



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G703-1992

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE: 1

PERIOD TO: 3/31/2024

ARCHITECT'S PROJECT NO.: 3/31/2024

Page 3

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)		BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE) RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD			% (G ÷ C)		
22	Electrical Materials	107,561.00	0.00	0.00	0.00	0.00	0	107,561.00	0.00
23	Electrical Labor	175,000.00	0.00	0.00	0.00	0.00	0	175,000.00	0.00
24	Electrical Controls	175,340.00	0.00	0.00	0.00	0.00	0	175,340.00	0.00
25	Excavation Allowance	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
26	Trench Excavation Allowance	16,000.00	0.00	0.00	0.00	0.00	0	16,000.00	0.00
27	Structural Fill Allowance	52,000.00	0.00	0.00	0.00	0.00	0	52,000.00	0.00
28	Reinforced Concrete Allowance	60,000.00	0.00	0.00	0.00	0.00	0	60,000.00	0.00
29	Crushed Aggregate Base Allowance	2,200.00	0.00	0.00	0.00	0.00	0	2,200.00	0.00
30	Geo Textile Allowance	1,200.00	0.00	0.00	0.00	0.00	0	1,200.00	0.00
31	Sidewalk Allowance	4,500.00	0.00	0.00	0.00	0.00	0	4,500.00	0.00
32	Soil Testing	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
33	Electric Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
34	Gas Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
35	Polymer Tote	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
36	Shop Equipment	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
37	Filters	837,000.00	0.00	0.00	0.00	0.00	0	837,000.00	0.00
38	UV Treatment	209,633.00	0.00	0.00	0.00	0.00	0	209,633.00	0.00
39	Site Utilities	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
		4,715,248.00	0.00	90,000.00	0.00	90,000.00	2	4,625,248.00	4,500.00

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G703-1992

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Application and Certificate for Payment

TO OWNER: Village of Jackson N168 W19851 Main Street Jackson, WI 53037	PROJECT: Jackson Tertiary Filters W194N16658 Eagle Drive Jackson, WI 53037	APPLICATION NO: 2 PERIOD TO: 4/20/2024 CONTRACT FOR: Jackson Tertiary Filters CONTRACT DATE: 3/11/2024 PROJECT NOS: / / INVOICE NO: 12339	Distribution to: OWNER ☐ ARCHITECT ☐ CONTRACTOR ☐ FIELD ☐ OTHER ☐
FROM CONTRACTOR: J.H. HASSINGER, INC. N60 W16289 Kohler Lane Menomonee Falls, WI 53051	VIA ARCHITECT:		

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$ 4,715,248.00
2. NET CHANGE BY CHANGE ORDERS	\$ 0.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$ 4,715,248.00
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$ 100,500.00
5. RETAINAGE:	
a. <u>5</u> of Completed Work (Columns D + E on G703)	\$ 5,025.00
b. <u>0</u> of Stored Material (Column F on G703)	\$ 0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$ 5,025.00
6. TOTAL EARNED LESS RETAINAGE	\$ 95,475.00 (Line 4 minus Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$ 85,500.00 (Line 6 from prior Certificate)
8. CURRENT PAYMENT DUE	\$ 9,975.00
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$ 4,619,773.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 0.00	\$ 0.00
Total approved this month	\$ 0.00	\$ 0.00
TOTAL	\$ 0.00	\$ 0.00
NET CHANGES by Change Order	\$ 0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR: J.H. HASSINGER, INC.

By: _____

Date: 4/11/2024

State of: WI

County of: Waukesha

Subscribed and sworn to before me this _____ day of April 2024

Notary Public: Shelly Ritzow

My commission expires: 8/1/2027

ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 9,975.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: _____

Date: 4/16/24

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT,

containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO.:

2

4/11/2024

4/20/2024

Page 2

ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (NOT IN D OR E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G ÷ C)	BALANCE TO FINISH (C - G)	RETAINAGE (IF VARIABLE RATE)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	General Conditions	155,178.00	0.00	10,500.00	0.00	10,500.00	7	144,678.00	525.00
2	Bonds and Insurance	90,000.00	90,000.00	0.00	0.00	90,000.00	100	0.00	4,500.00
3	Mobilization	20,000.00	0.00	0.00	0.00	0.00	0	20,000.00	0.00
4	Demolition	64,636.00	0.00	0.00	0.00	0.00	0	64,636.00	0.00
5	Excavation and Shoring	280,000.00	0.00	0.00	0.00	0.00	0	280,000.00	0.00
6	Paving	27,000.00	0.00	0.00	0.00	0.00	0	27,000.00	0.00
7	Landscaping	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
8	Concrete Labor	230,000.00	0.00	0.00	0.00	0.00	0	230,000.00	0.00
9	Concrete Materials	150,000.00	0.00	0.00	0.00	0.00	0	150,000.00	0.00
10	Precast Plank	29,500.00	0.00	0.00	0.00	0.00	0	29,500.00	0.00
11	Masonry	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
12	Steel	235,000.00	0.00	0.00	0.00	0.00	0	235,000.00	0.00
13	Carpentry	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
14	Air Barrier and Damp Proofing	9,000.00	0.00	0.00	0.00	0.00	0	9,000.00	0.00
15	Roofing	62,000.00	0.00	0.00	0.00	0.00	0	62,000.00	0.00
16	Caulking	14,000.00	0.00	0.00	0.00	0.00	0	14,000.00	0.00
17	OH and Doors	34,000.00	0.00	0.00	0.00	0.00	0	34,000.00	0.00
18	Painting	100,000.00	0.00	0.00	0.00	0.00	0	100,000.00	0.00
19	Plumbing	117,000.00	0.00	0.00	0.00	0.00	0	117,000.00	0.00
20	HVAC	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
21	Process	600,500.00	0.00	0.00	0.00	0.00	0	600,500.00	0.00
22	Electrical Materials	107,561.00	0.00	0.00	0.00	0.00	0	107,561.00	0.00



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G703-1992

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CONTINUATION SHEET

AIA DOCUMENT G703 (Instructions on reverse side)

PAGE OF PAGES

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification, is attached.

In tabulations below, amounts are stated to the nearest dollar.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO.:

APPLICATION DATE:

PERIOD TO:

ARCHITECT'S PROJECT NO.:

2

4/11/2024

4/20/2024

Page 3

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (NOT IN D OR E)	G		H BALANCE TO FINISH (C - G)	I RETAINAGE (IF VARIABLE) RATE
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
23	Electrical Labor	175,000.00	0.00	0.00	0.00	0.00	0	175,000.00	0.00
24	Electrical Controls	175,340.00	0.00	0.00	0.00	0.00	0	175,340.00	0.00
25	Excavation Allowance	13,000.00	0.00	0.00	0.00	0.00	0	13,000.00	0.00
26	Trench Excavation Allowance	16,000.00	0.00	0.00	0.00	0.00	0	16,000.00	0.00
27	Structural Fill Allowance	52,000.00	0.00	0.00	0.00	0.00	0	52,000.00	0.00
28	Reinforced Concrete Allowance	60,000.00	0.00	0.00	0.00	0.00	0	60,000.00	0.00
29	Crushed Aggregate Base Allowance	2,200.00	0.00	0.00	0.00	0.00	0	2,200.00	0.00
30	Geo Textile Allowance	1,200.00	0.00	0.00	0.00	0.00	0	1,200.00	0.00
31	Sidewalk Allowance	4,500.00	0.00	0.00	0.00	0.00	0	4,500.00	0.00
32	Soil Testing	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
33	Electric Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
34	Gas Utility	4,000.00	0.00	0.00	0.00	0.00	0	4,000.00	0.00
35	Polymer Tote	3,000.00	0.00	0.00	0.00	0.00	0	3,000.00	0.00
36	Shop Equipment	10,000.00	0.00	0.00	0.00	0.00	0	10,000.00	0.00
37	Filters	837,000.00	0.00	0.00	0.00	0.00	0	837,000.00	0.00
38	UV Treatment	209,633.00	0.00	0.00	0.00	0.00	0	209,633.00	0.00
39	Site Utilities	300,000.00	0.00	0.00	0.00	0.00	0	300,000.00	0.00
		4,715,248.00	90,000.00	10,500.00	0.00	100,500.00	2	4,614,748.00	5,025.00



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FOURTH AMENDMENT TO TOWER/LAND LEASE AGREEMENT

This Fourth Amendment to Tower/Land Lease Agreement (“Fourth Amendment”), made this _____ day of _____, 2024, modifies that certain Tower/Land Lease Agreement (“Lease”) dated April 20, 1999 by and between Village of Jackson, (“Jackson”), a Wisconsin municipal corporation and United States Cellular Operating Company LLC, a Delaware limited liability company, having an address at Attention: Real Estate Lease Administration, 8410 West Bryn Mawr Avenue, Chicago, Illinois 60631 (“USCOC”).

WHEREAS, Jackson and USCOC entered into that certain Tower/Land Lease Agreement dated April 20, 1999 as amended by the First Amendment to Tower/Land Lease Agreement dated August 28, 2002, the Second Amendment to Tower/Land Lease Agreement dated September 23, 2019; and the Third Amendment to Tower/Land Lease Agreement (the “Third Amendment”) dated September 22, 2021; and

WHEREAS, Jackson owns a water tower located on Parcel 2 of C.S.M No. 4465 Washington County, Wisconsin; and

WHEREAS, Jackson and USCOC entered into the Lease for the purpose of leasing certain property (the “Premises”) for the operation of a mobile telecommunications base station; and,

WHEREAS, USCOC desires to add equipment (“Modifications”) to Jackson’s water tower to meet changed engineering needs; and

WHEREAS, Jackson and USCOC, in their mutual interest, wish to amend the Lease as set forth below accordingly.

NOW THEREFORE, in consideration of the terms of the Lease and this Fourth Amendment and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Jackson and USCOC agree as follows:

- I. Lease Exhibit B-2 is hereby deleted in its entirety and replaced with the revised Exhibit B-3, a copy of which is attached and made a part hereof. Jackson hereby approves of USCOC’s Equipment and use of said Premises as specified in Exhibit B-3.
- II. Except as specifically modified herein, the Lease shall remain in full force and effect as originally executed. The Lease and this Fourth Amendment shall be binding on the successors and assigns of the parties hereto.

[END OF AMENDMENT-SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties hereto bind themselves to this Fourth Amendment as of the date of full execution.

JACKSON:
Village of Jackson

USCOC:
United States Cellular Operating Company
LLC

By: _____

By: _____

Printed: _____

Printed: _____

Title: _____

Title: Vice President

Date: _____

Date: _____

[NOTARY PAGE TO FOLLOW]

STATE OF WISCONSIN)
)
COUNTY OF WASHINGTON)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____, known to me to be the same person whose name is subscribed to the foregoing Fourth Amendment to Tower/Land Lease Agreement appeared before me this day in person and acknowledged that he signed the said Amendment as his free and voluntary act for the uses and purposes therein stated.

Given under my hand and seal this ____ day of _____, 20__.

Notary Public

My commission expires _____

STATE OF ILLINOIS)
)
COUNTY OF COOK)

I, the undersigned, a notary public in and for the State and County aforesaid, do hereby certify that _____, Vice President, known to me to be the same person whose name is subscribed to the foregoing Fourth Amendment to Tower/Land Lease Agreement, appeared before me this day in person and acknowledged that, pursuant to his authority, he signed the said Amendment as his free and voluntary act on behalf of the named limited liability company, for the uses and purposes therein stated.

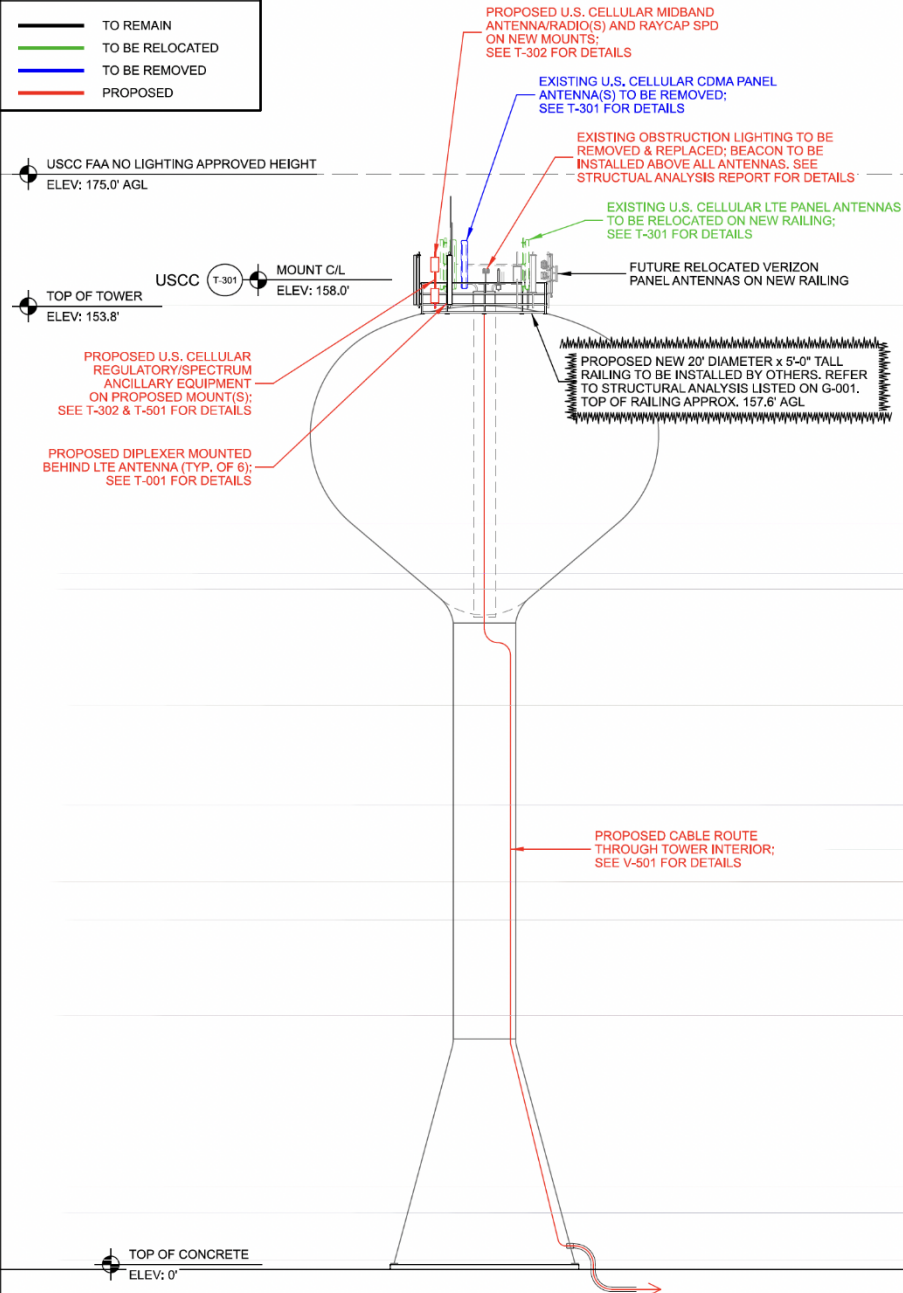
Given under my hand and seal this _____ day of _____, 20____.

Notary Public

My commission expires _____

EXHIBIT B-3**LEGEND: (THIS SHEET)**

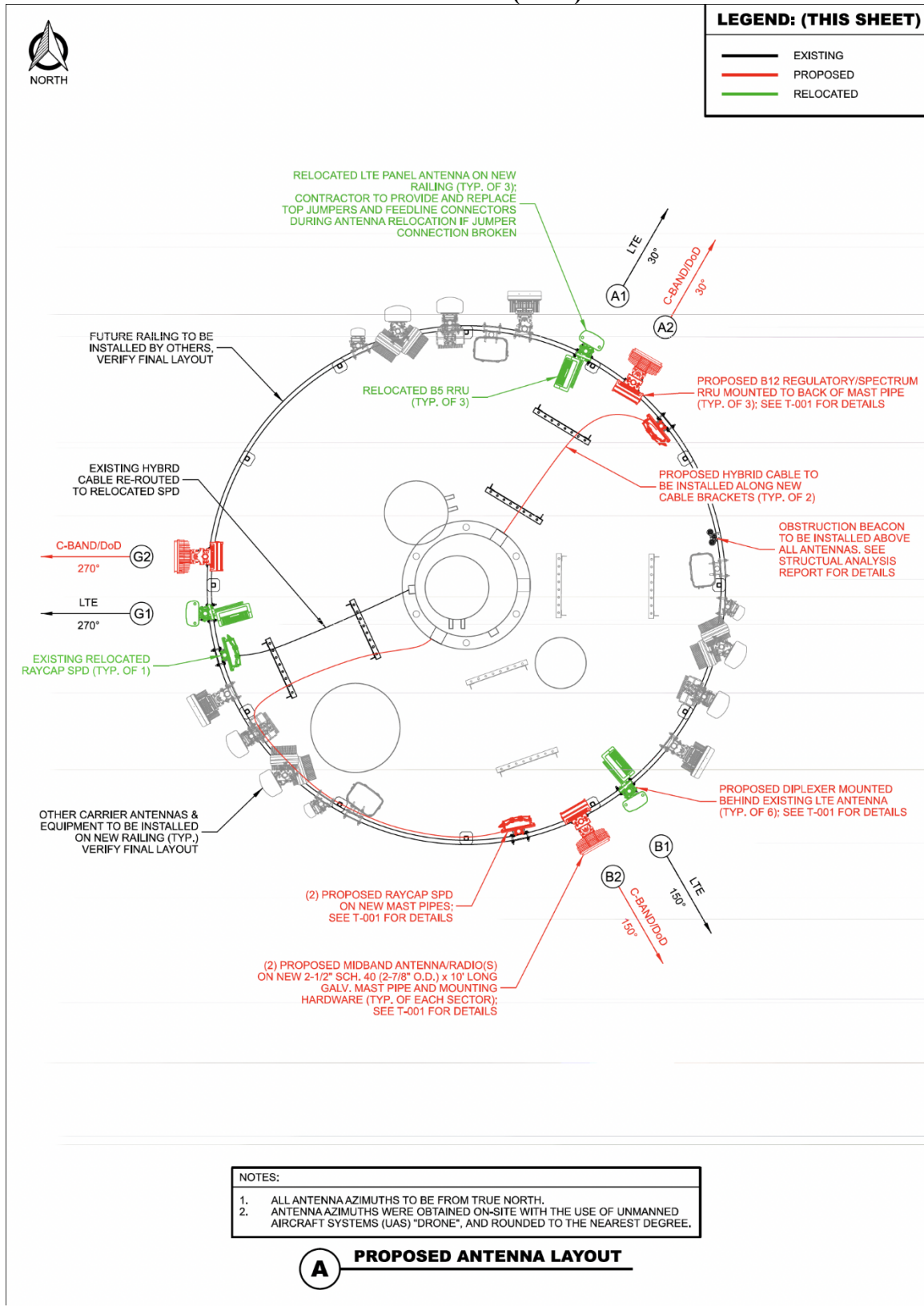
- TO REMAIN
- TO BE RELOCATED
- TO BE REMOVED
- PROPOSED

**NOTE:**

ELEVATIONS ARE BASED ON MEASUREMENTS
RECORDED ON-SITE WITH A TOTAL STATION.
HEIGHTS ARE ROUNDED TO THE NEAREST 0.5'

A SITE ELEVATION

EXHIBIT B-3 (cont.)



ORDINANCE #24-04

**AN ORDINANCE TO AMEND THE ADOPTED 2050 COMPREHENSIVE PLAN
FOR THE VILLAGE OF JACKSON, WASHINGTON COUNTY, WISCONSIN**

WHEREAS, the Village Board adopted a comprehensive plan on August 10, 2009, as referenced in Chapter 38 of the Village Code of Ordinances; and Sections 66.1001(1)(a) and 66.1001(2), Wis. Stats.; and

WHEREAS, the Village Board has made a number of minor revisions to the adopted plan since that time including a major plan update in 2019; and

WHEREAS, the Plan Commission desires to revise Exhibit 8.11 titled "Projected Land Use: 2050" in the adopted comprehensive plan; and

WHEREAS, the Plan Commission finds that the revisions set forth herein are consistent with the remainder of the adopted plan; and

WHEREAS, the Village published a Class 1 public notice and held a public hearing on April 12, 2022 to obtain public comments regarding the comprehensive plan amendment, as enumerated in Section 66.1001(4)(d), Wis. Stats., and the public participation procedures for comprehensive plan amendments adopted by the Village Board through Resolution #19-24; and

WHEREAS, by a majority vote of the entire Plan Commission recorded in its official minutes on Thursday, March 21, 2024, the Plan Commission recommends to the Village Board the revisions to the adopted comprehensive plan as included in adopted Resolution #24-02 and as set forth herein.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Amend Map 1, titled "Land Use Plan for the Village of Jackson: 2050" on page 5 of the Comprehensive Plan for The Village of Jackson: 2050 by changing the projected land use for Parcel T7_047700K and Parcel T7_047700L from Medium-Density Residential to General Commercial District.

Section 2. This ordinance shall become effective upon passage and posting, or publication as provided by law.

Section 3. The Village Clerk is directed to send a copy of the amendments to each of the following parties listed below pursuant to Section 66.1001(4)(b) of the Statutes:

- a. the clerk for Washington County;

- b. the clerk for the Town of Jackson;
- c. the clerk for the Town of Polk;
- d. State of Wisconsin Department of Administration;
- e. Southeastern Wisconsin Regional Planning Commission (SEWRPC); and
- f. Slinger Community Library.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by: _____ Seconded by: _____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By: _____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:

I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date _____



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 18, 2024
Agenda Item: # 3
To: Plan Commission
From: Collin Johnson, Director of Inspections/Zoning
Subject: Conditional Use Request - Football Field Lighting - 2230 Living Word Lane - Living Word High School

Background and Analysis:

Living Word High School is embarking on a project to light their football field, which includes the installation of four poles placed on two sides of the football field. The poles are 70-feet in height, with an additional 5-foot lightening rod attached, for a total height of 75-feet. A project summary, including pole dimensions and photometric, are included in the packet.

As part of the planning effort, Village staff requested Living Word High School hold a community forum to inform adjacent neighbors of the lighting plan. This was recommended by staff to advise and answer any questions abutting neighbors might have regarding the overall project and any potential concerns regarding lighting "spill" onto their properties.

The community forum was held at Living Word High School on March 21, 2024, the details of which are included in the packet.

Comprehensive Plan & Zoning Impacts:

The parcel is zoned I-1 Institutional & Public Service District, in which all uses are "conditional uses." There are no maximum height restrictions stipulated in the I-1 zoning ordinance.

Site Plan:

See attached location map and site plan.

Review Procedures:

The Plan Commission is advisory. The Village Board makes the final decision, following a public hearing.

Signage:

None.



Taking the lead in Washington County.

Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the proposed lighting project, conditioned upon proper permitting and engineering document submittal.

Notice Requirements:

1. Posting on the agenda
2. Notification of all contiguous property owners
3. Class II legal notice

Potential Action:

Motion to recommend the Village Board approve the Conditional Use request pertaining to installation of football field lighting for Living Word Lutheran High School, 2230 Word Lane, Jackson, WI.

Attachments:

1. PC Application with Letter of Intent
2. Location Map with Football Field Detail
3. Construction Drawings
4. Photometrics

Village of Jackson

PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

- ☐ COMMERCIAL ☐ INDUSTRIAL ☐ RESIDENTIAL ☒ OTHER EDUCATIONAL
- ☒ CONDITIONAL USE nr ☐ PLANNED UNIT DEVELOPMENT ☐ CERTIFIED SURVEY MAP
- ☒ New ☐ New ☐ CONCEPT PLAN
- ☐ Amendment ☐ Amendment ☐ COMP. PLAN AMENDMENT
- ☒ Special Use ☐ Special Use ☐ OTHER _____
- (For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: 2230 LIVING WORD LN Unit: _____ Jackson, WI

Parcel #: _____ Lot Size: _____ sq. ft. Building Area: _____ sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☐ Other _____ Floodplain: Y / N

APPLICANT INFORMATION

Name(s): LIVING WORD LUTHERAN HIGH SCHOOL

Mailing Address: 2230 LIVING WORD LN JACKSON State WI Zip 53037

Office: (262) 677-9353 Cell: (262) 365-1509 Fax: (262) 677-8357

Email: dmiskimen@lw/hs.com

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____ -

Mailing Address: _____ State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): LIVING WORD LUTHERAN HIGH SCHOOL ASSOCIATION

Address: SAME AS APPLICANT State _____ Zip _____

Office: (_____) _____ Cell: (_____) _____ Fax: (_____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: ENTERPRISE LIGHTING & CONTROL

Primary Contact: JOE BLUMA

Address: 2007 Pewaukee Rd WAUKESHA State WI Zip 53188

Office: (262) 953-6843 Cell: (262) 353-2788 Fax: (_____) _____

Email: jblume@enterprise-lighting.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: INSTALL Permanent
Field lighting at LWLHS Football Field
4-POSTS - see lighting plan

Provide a brief overview of proposed use(s) of entire property and/or lease space: 4-5 Football contests, & 4-6 Soccer games per year

Hours of Operation: 6-10 pm

Provide a brief overview of proposed daily on-site operations: Special events only

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.:

There could be some ambient light outside the Field
of play.

Describe all businesses, properties and other entities located adjacent to the proposed use: NONE DIRECTLY
ADJACENT. THERE ARE CONDOS TO THE WEST W/ A FULL
SOCCER FIELD & TREE LINE IN BETWEEN.

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: LIKELY - To ADD minor landscaping around two of
~~the~~ the four light posts.

Describe any proposed grading, and/or stormwater management plan: N/A

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.:

AROUND TWO (EAST) LIGHT POSTS

Describe any proposed on-site security measures including site lighting:

Next step will be additional fencing to control night
time access and minor lighting to foot traffic areas.

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems):

N/A

Describe the projected traffic circulation and impacts: World cause a shift in traffic times due to later game starts.

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location:
Small signs acknowledging funding sponsors for the project.

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: 4 Posts - SEE Drawings

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
No Additional Parking required

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
SAME AS Current

Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print):

DAVID MISKIMEN

Applicant Signature:



Co-Applicant Name (Print):

CO-Applicant Signature:

Date of Application:

3/22/24

SUBMIT TO:

Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO:

Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director:

For questions concerning **application submittal, zoning, or technical questions.**

Phone:

(262) 677-9696 x810

Email:

collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 3-25-24

Amount: \$ 175.00

Payment Type: ☒ CH / CC / CASH

Check/Rcpt. #: 2105

Received By: [Signature]

VILLAGE OF JACKSON

N168W19851 MAIN ST

JACKSON, WI 53037

Receipt Nbr: 282745

Date: 3/25/2024

Check

RECEIVED
FROM

LIVING WORD

\$175.00

Type of Payment

Accounting

Description

PLANNING / ZONING FEES

COND USE/FOOTBALL FIELD LIGHTS

Amount

175.00

TOTAL RECEIVED175.00

Receipt Memo:

COND USE/FTBALL FLD LITES/CK#2105



March 22, 2024

To the Jackson Village Board and Planning Commission:

Living Word Lutheran High School is formally submitting a request for a permit to add permanent lighting to its existing football field. Accompanying this application are illumination and environmental impact summaries, as well as a summary of the Community Forum we hosted for our residential neighbors to the west of campus.

Sincerely yours,

A handwritten signature in black ink, appearing to read "DM", written over a horizontal line.

Dave Miskimen
Executive Director



March 22, 2024

To the Jackson Village Board and Planning Commission:

With regard to the request for permit to install permanent field lighting for its existing football field, the following comments are submitted as our impact statement relative to the project:

- A. General use will be from 6pm-10pm 4-5 Friday nights in the fall plus a handful of similar times for select boys (fall) and girls (spring) soccer games. The football program may wish to practice at night from roughly 6:30-8pm on Thursdays before games.
- B. There will be the common noise generated from a home contest or practice, just now on some evenings instead of afternoons or Saturdays
- C. Vehicle travel will not necessarily change overall, but shift to evenings rather than late afternoons or Saturdays.
- D. We anticipate only slightly more passenger vehicles on our campus during these times in our traditional use parking lot
- E. Low profile signage is planned for recognition of project funding sponsors
- F. We are hoping to complete the project in May-June of 2024
- G. N/A
- H. No change
- I. No change

Thank you for your consideration.

Sincerely yours,

A handwritten signature in black ink, appearing to read "Dave Miskimen".

Dave Miskimen
Executive Director

REAL ESTATE CLOSING STATEMENT

PROPERTY: 16.50 ACRES IN SW 1/4 SE 1/4, 17-10-20,
Town of Jackson, Washington County, Wisconsin
SELLER: ANDREW J. LODUHA LIVING TRUST DATED MAY 2, 1997
BUYER: LIVING WORD LUTHERAN HIGH SCHOOL, INCORPORATED

DUE SELLER:

Purchase Price (16.50 Ac. x \$33,500.00)	\$552,750.00
Taxes Prorated through 10-31-00	
(1999 net general tax \$364.54* ÷ 29.41 ac. =	
\$12.40 per ac. x 16.50 ac = \$204.60 ÷ 366	
days x 61 days of Buyer Ownership)	34.10
Recording Fee/Deed	12.00
Total Due Seller:	\$552,796.10

CREDIT BUYER:

Earnest Money Deposit	\$ 10,000.00	
	Total Credits to Buyer:	- 10,000.00
	Balance from Buyer to Seller:	\$542,796.10

TO BE DISBURSED AS FOLLOWS:

Lakeland Title Services, Inc. - Title Policy	\$ 620.00	
Special Assessment Cert.	11.00	
Gap Endorsement	75.00	
Escrow Fees	500.00	\$ 1,206.00
Register of Deeds - Recording fees, Real		
Estate Transfer Fee	\$1,658.40	
Recording Fee/Deed	12.00	1,670.40
Register of Deeds - Recording Fee/		
Partial Release of Mortgage		12.00
Badgerland Farm Credit Services, FLCA -		
Mortgage Payout		75,000.00
Schloemer Law Office		12,000.00
Lakeland Title Services, Inc. - Intermediary		452,907.70

Total Disbursements: **\$542,796.10**

NOTE:

* Seller shall be responsible for payment of 2000 real estate taxes. Parcel will not be split off until January, 2001.

Possession shall be given to Buyer on date of closing.

Dated November 1, 2000

BUYER:
LIVING WORD LUTHERAN
HIGH SCHOOL, INCORPORATED

SELLER:
ANDREW J. LODUHA LIVING TRUST
DATED MAY 2, 1997

By _____
Timothy R. Niekerk, President

By _____
Andrew J. Loduha, Trustee



LIVING WORD

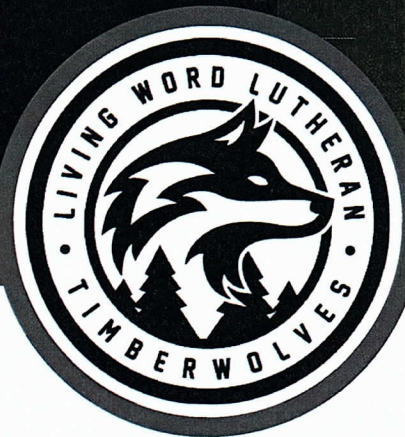
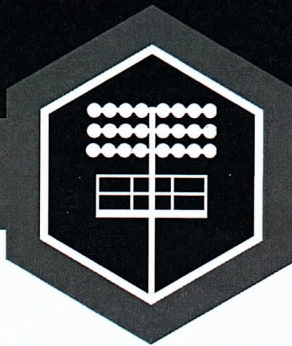
LUTHERAN HIGH SCHOOL

You're invited to our

COMMUNITY FORUM

About an upcoming lighting project for football field on LWLHS campus.

Proposed lighting area on the field.



DATE

Thursday, March 21, 2024



TIME

7:00 PM



LOCATION

Living Word Lutheran HS
2230 Living Word Ln
Jackson, WI 53037



PARKING

Use East Parking Lot



PHONE

262-677-9353

Dear valued neighbor,

Living Word Lutheran High School is embarking on a project to add permanent lighting to its football field (may also be used for some soccer contests) in spring of 2024. The facility will likely be used for 10-12 events annually. You may have noticed the three previous events over the last two years when we brought in temporary lighting. The initial community feedback was very positive, so we are proceeding with plans for permanent lights.

At this community forum we will give greater detail about the specific lighting plan and open the forum to questions from the floor. Please note the picture (upper right corner) that shows the engineer's anticipated light impact beyond the playing field. The light produced beyond the field itself is minimal, if any. If you have any specific questions with regard to this light project, we invite you to attend our community forum on Thursday, March 21 at 7pm in the LWLHS Student Center (use the east parking lot).

Respectfully,

Dave Miskimen
Executive Director, LWLHS





SUMMARY OF COMMUNITY FORUM

Location: Living Word Lutheran High School Student Center

Date: Mar 21, 2024

Time: 7pm

Feedback was provided from seven (7) households and two (2) businesses.

Primary questions were with regard to timing of the project and if there were current plans for future lighting projects. There was no opposition to the project that was voiced, but mostly curiosity. Most attendees were actually very positive with regard to development.

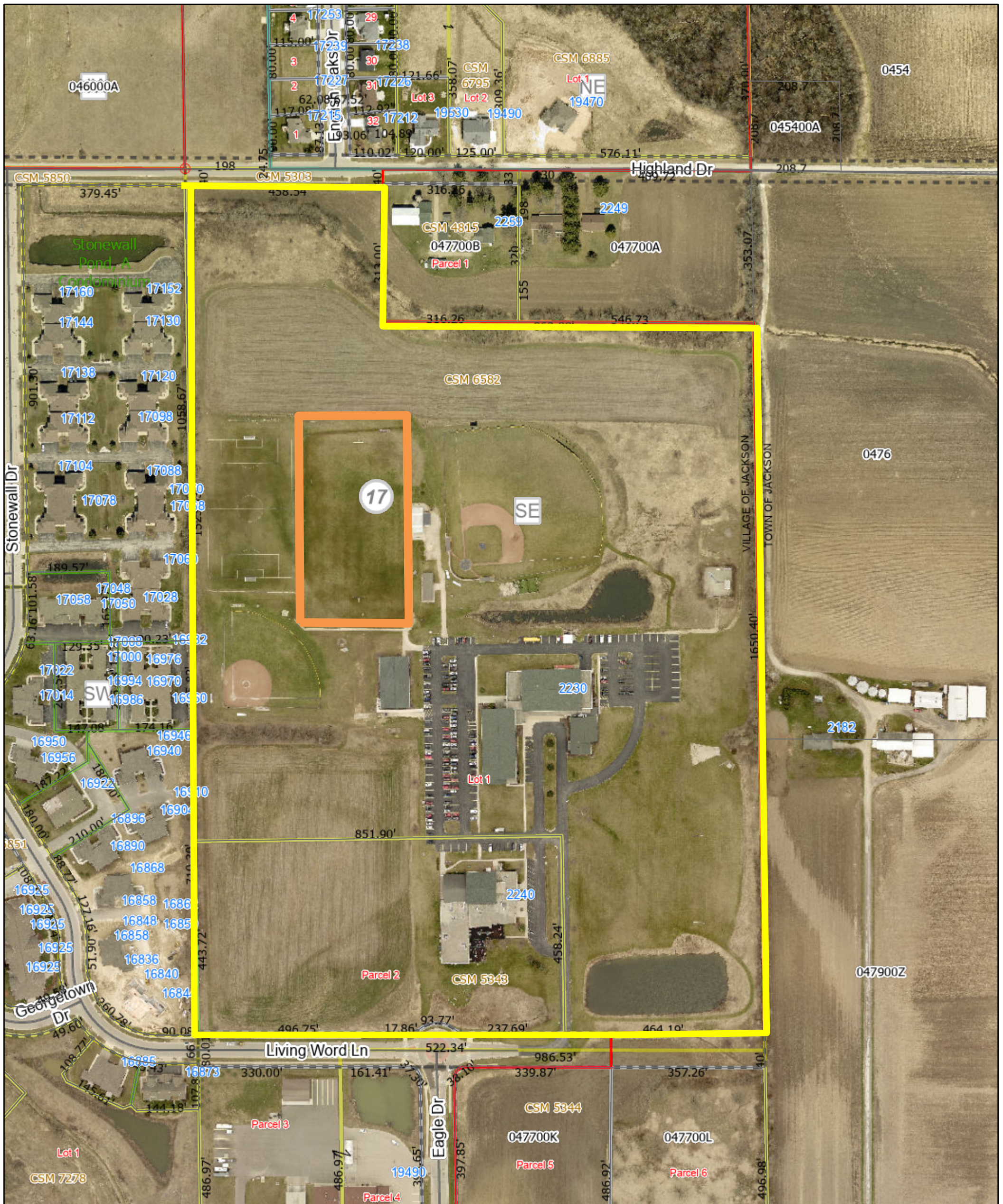
The forum concluded at 7:47 pm.

Submitted by:

A handwritten signature in black ink, appearing to read "DM", enclosed within a large, loopy oval.

Dave Miskimen
Executive Director

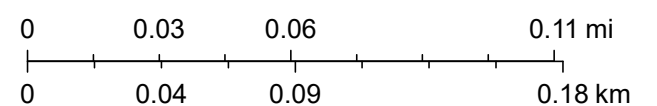
2230 Living Word Lane



3/25/2024, 3:04:01 PM

Lines	Leader Lines	Assessor Plat; Cemetery Plat; Subdivision
Override 1	Parcel Taxkey & Acreage	Right-of-Way
Override 2	PLSS Boundary	Municipality
Current Parcel	PLSS Section	Local Road Labels
Address Point	PLSS Quarter	Local Road
Lot Number	Lot	PLSS Monument
Certified Survey Number Plat		Landhook
Condominium Name	Certified Survey Map	
Subdivision Name	Condominium	

1:2,543



PROJECT SUMMARY

Project: Living Word High School - Football Field [Class III]

Quote No.:

Designed By:

Date Created: 9-7-2023

Sales Agent: Enterprise Lighting



☐ Triton™ G2
300W/400W/500W
Weight: 33 lbs.
EPA: 1.42 ft²



☒ Triton™ G2
750W/1250W
Weight: 62 lbs.
EPA: 2.08 ft²



☐ Nova™ G2
400W/500W/600W
Weight: 43 lbs.
EPA: 1.90 ft²



☐ Nova™ G2
800W/1000W/1200W
Weight: 77 lbs.
EPA: 3.60 ft²

Luminaire Summary

Color/CRI/NEMA:	5700K – 70CRI – NEMA 4
Luminaire Output:	146469 Lumens
Total Load:	24 .91kW
No. of Luminaire:	20
LED Lifetime:	L70>100,000 hours
Electrical Load:	Refer to Amperage Draw Chart in product spec sheet.
Aiming/Installation:	Results ± 3% nominal voltage at line side of driver & structures located within 3ft of layout locations.
Measurement:	Illuminance (FC) are measured at a 1m (3ft) elevation within PPA (Primary Playing Area).
Illumination Performance:	LLF is 0.90 includes the dirt depreciation factor, illumination level guaranteed minimum 10 year & up to 25 years based on usage. *Refer to Warranty Letter.
Spill Reading:	Spill reading listed do not account for any foliage or obstructions.

THIS DESIGN WAS DONE IN ACCORDANCE WITH
ILLUMINATION SOCIETY OR NORTH AMERICA STANDARDS

MAINTAINED

GUARANTEE IS BASED ON PROPER INSTALLATION, MINIMUM
INPUT VOLTAGE+/- 3 FEET, AND POLES PLACED WITHIN
4 FEET OF SPECIFIED LOCATIONS, POLES TO COMPLY
WITH CURRENT ASSHTO STANDARDS.

THIS IS PRINT IS FOR PROPOSAL USE ONLY
AND IS NOT TO BE USED FOR PRODUCTION.

Illumination Calculation Summary (Primary Playing Area)

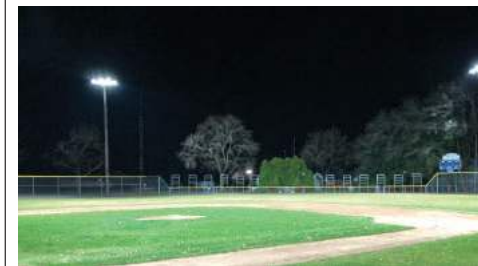
Symbol	Qty	Label	Arrangement	LLF	Watt	Total Watts	Lum. Lumens
→	20	Triton G2 1250W NEMA4 - 40D	SINGLE	0.900	1245.7	24914	146469

Calculation Summary (Primary Playing Area)

Label	CalcType	Units	Avg	Max	Min	Avg/Min	Max/Min	CV	UG	PtSpclr	PtSpctb	Grid Z
Football Field	Illuminance	Fc	34.46	45	26	1.33	1.73	0.17	1.67	25	25	3



Recreation Areas to Professional Locales



Game-Changing Performance & Reliability

Not to be reproduced in whole or part without the written consent of TGS SPORTS ©2023

File# 09072023 9601 Variel Ave. Chatsworth, CA 91311 818-206-4404 www.tgssports.com

ILLUMINATION SUMMARY

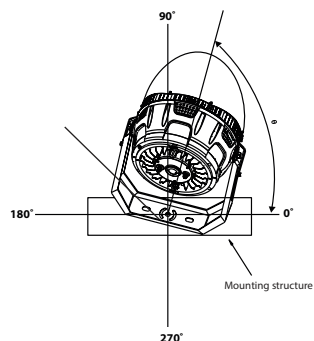
Pole/Luminaires/Bracket Summary

Pole	# Lums	Bracket
P1	5	X
P2	5	X
P3	5	X
P4	5	X

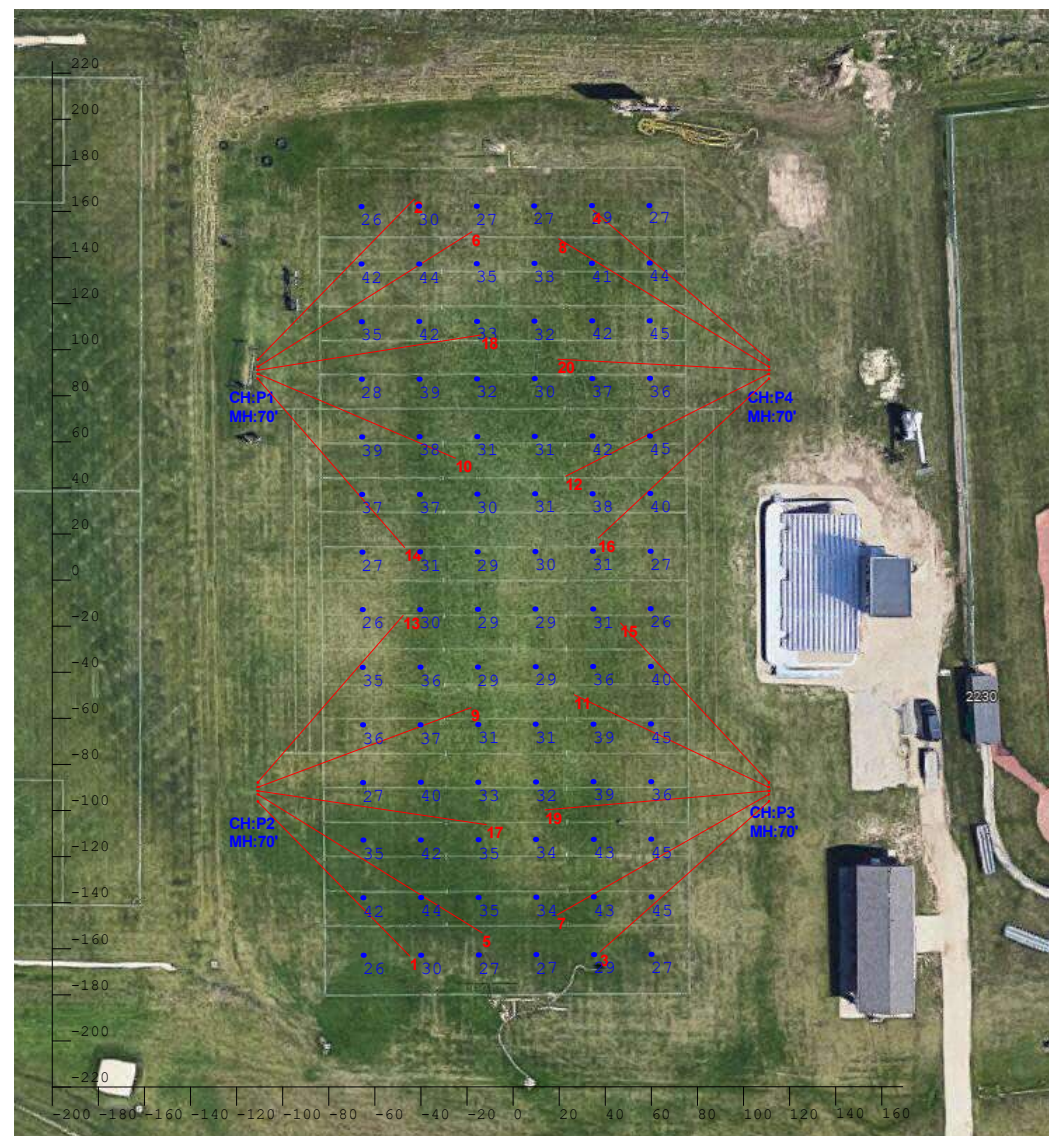
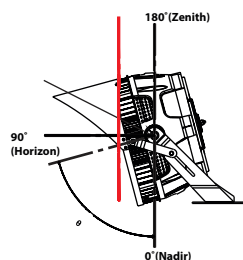
Luminaire Location Summary

LumNo	Label	X	Y	Z	Orient	Tilt	X-Aimpt	Y-Aimpt
1	Triton G2 1250W NEMA4 - 40D	-111	-96	70	314.516	53.342	-44.869	-163.257
2	Triton G2 1250W NEMA4 - 40D	-111	95.498	70	45.735	54.227	-43.002	165.264
3	Triton G2 1250W NEMA4 - 40D	111	-96	70	221.711	54.465	37.635	-161.391
4	Triton G2 1250W NEMA4 - 40D	111	95.498	70	139.629	54.994	34.648	160.411
5	Triton G2 1250W NEMA4 - 40D	-111	-93	70	328.314	58.516	-13.51	-153.178
6	Triton G2 1250W NEMA4 - 40D	-111	92.498	70	32.203	57.447	-17.989	151.078
7	Triton G2 1250W NEMA4 - 40D	111	-93	70	209.627	56.462	18.968	-145.338
8	Triton G2 1250W NEMA4 - 40D	111	92.498	70	148.658	56.712	19.716	148.091
9	Triton G2 1250W NEMA4 - 40D	-111	-90	70	20.497	54.636	-18.362	-55.369
10	Triton G2 1250W NEMA4 - 40D	-111	89.498	70	336.925	53.068	-25.082	52.895
11	Triton G2 1250W NEMA4 - 40D	111	-90	70	154.557	53.144	26.436	-49.769
12	Triton G2 1250W NEMA4 - 40D	111	89.498	70	206.717	54.623	22.702	45.056
13	Triton G2 1250W NEMA4 - 40D	-111	-88	70	48.975	53.883	-47.855	-15.423
14	Triton G2 1250W NEMA4 - 40D	-111	87.498	70	311.027	54.203	-47.109	14.069
15	Triton G2 1250W NEMA4 - 40D	111	-88	70	132.938	53.407	46.595	-18.783
16	Triton G2 1250W NEMA4 - 40D	111	87.498	70	223.087	55.332	36.888	18.176
17	Triton G2 1250W NEMA4 - 40D	-111.093	-91.501	70	351.626	55.076	-11.643	-106.14
18	Triton G2 1250W NEMA4 - 40D	-111.093	90.999	70	8.933	54.5	-13.883	106.279
19	Triton G2 1250W NEMA4 - 40D	111.093	-91.501	70	184.869	54.306	13.743	-99.794
20	Triton G2 1250W NEMA4 - 40D	111.093	90.999	70	176.988	52.617	19.342	95.827

Orientation
Pre-aiming base on modulo positioning

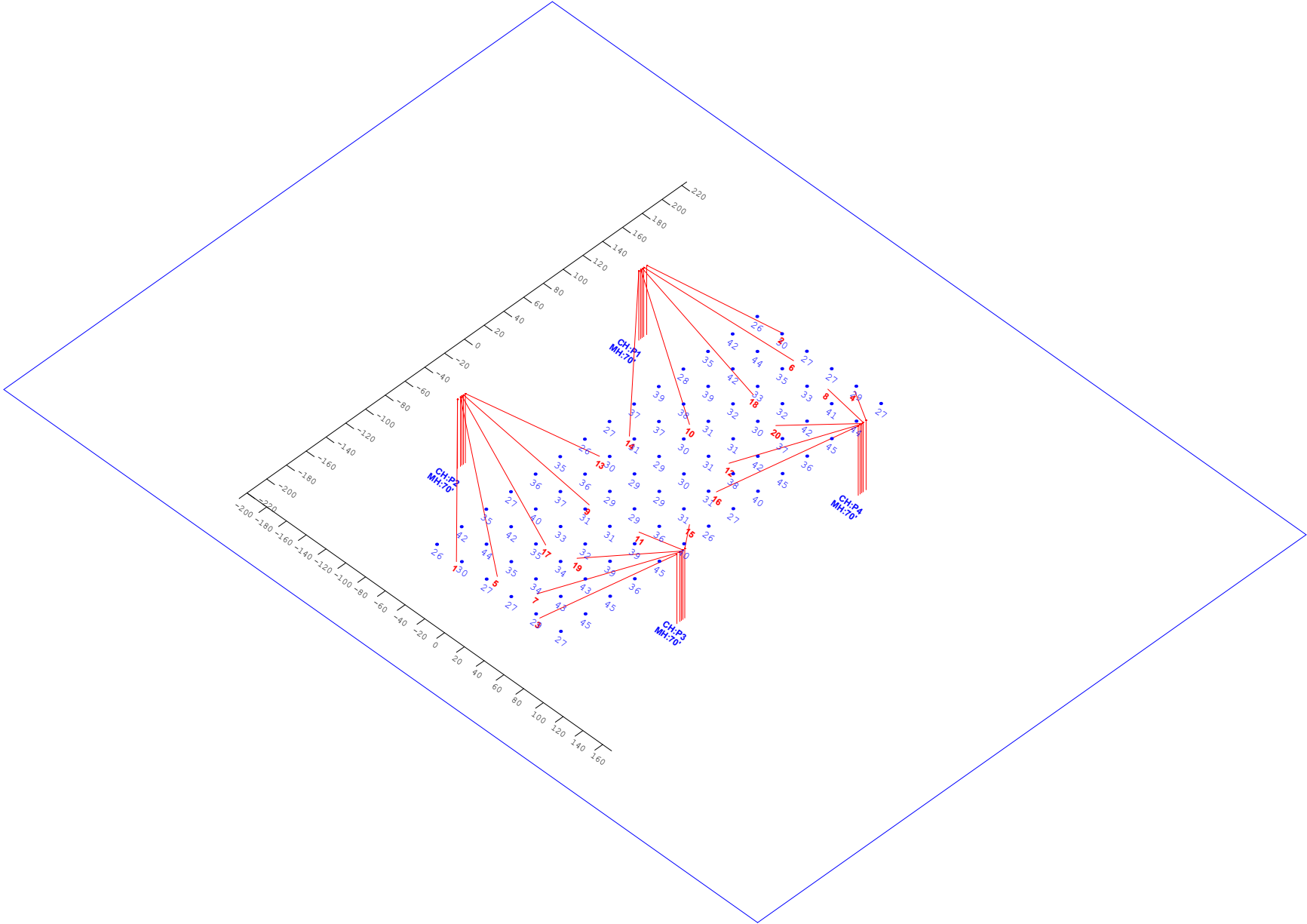


Tilt



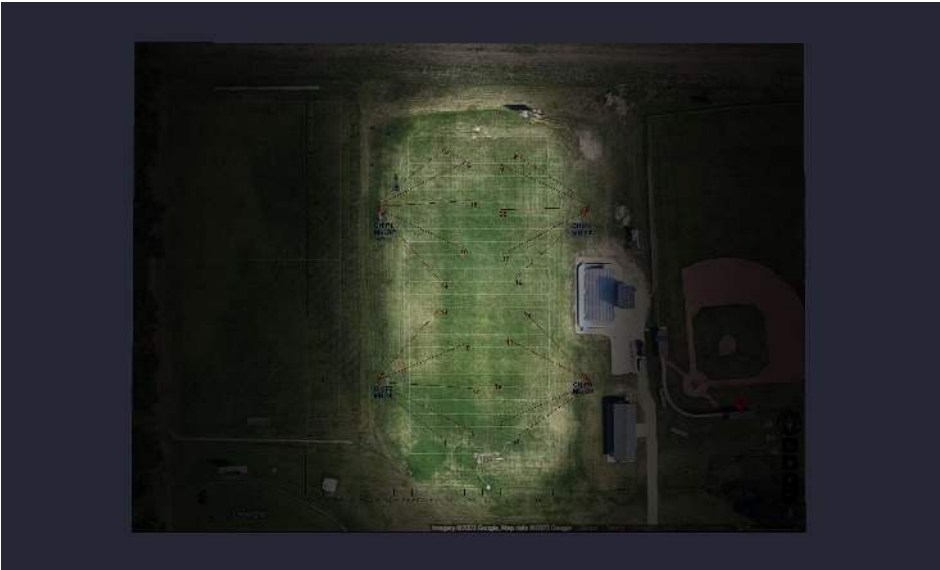
Mounting Height: 70ft (Above Grade)

Orient values shown in TGS Installation layout are based on 0° being Plan East. Plan East means 0° is heading to the right side of layout drawing as you hold it in front of you, which is not necessarily geodetic or True East.

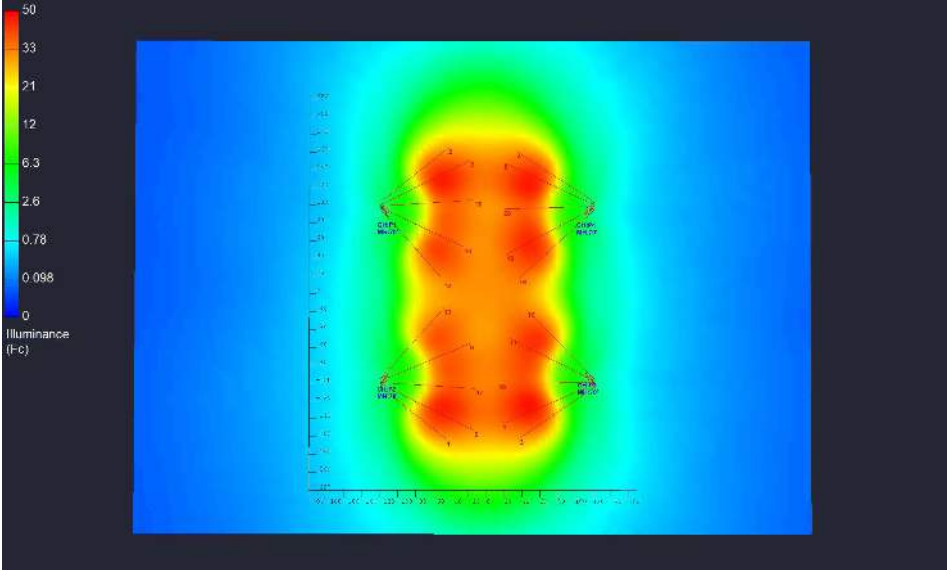


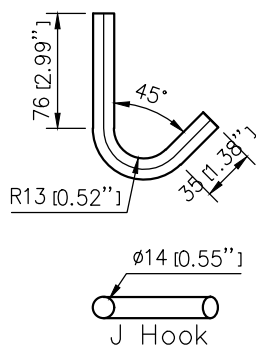
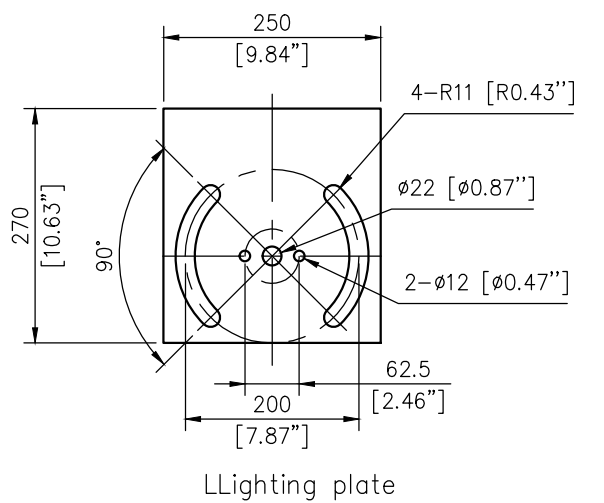
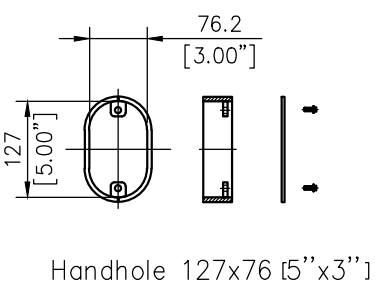
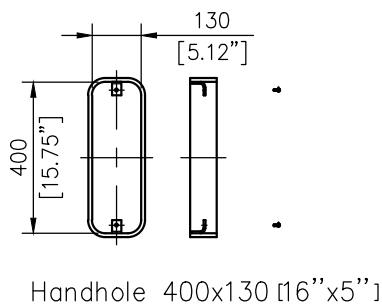
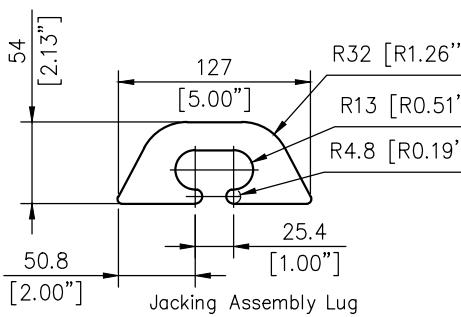
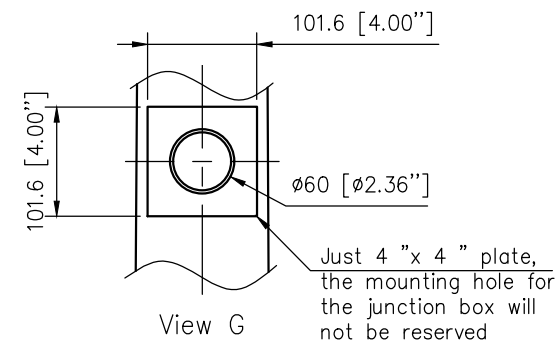
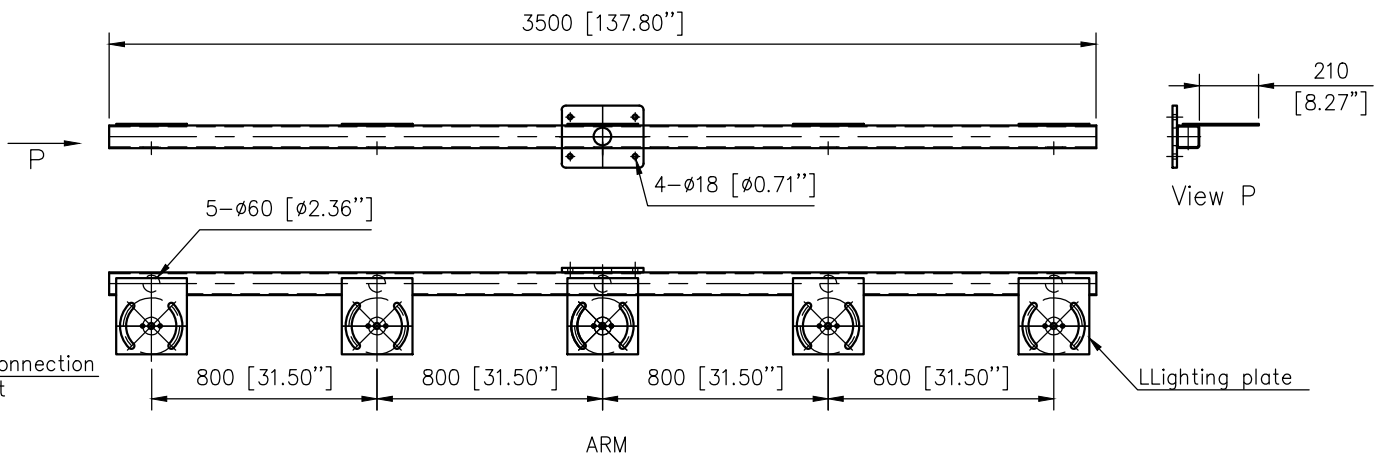
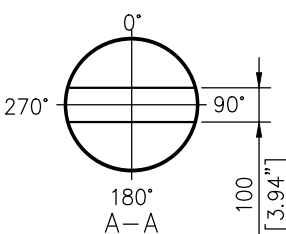
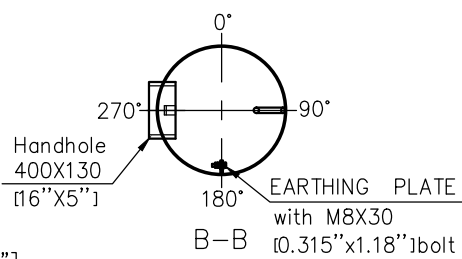
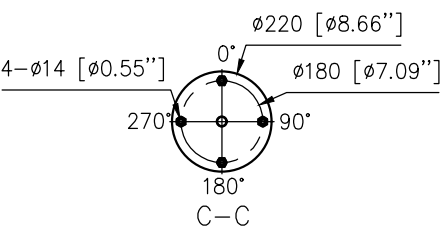
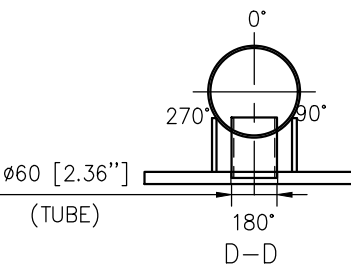
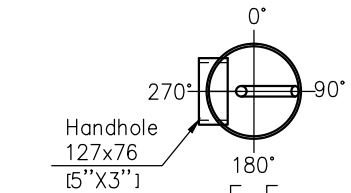
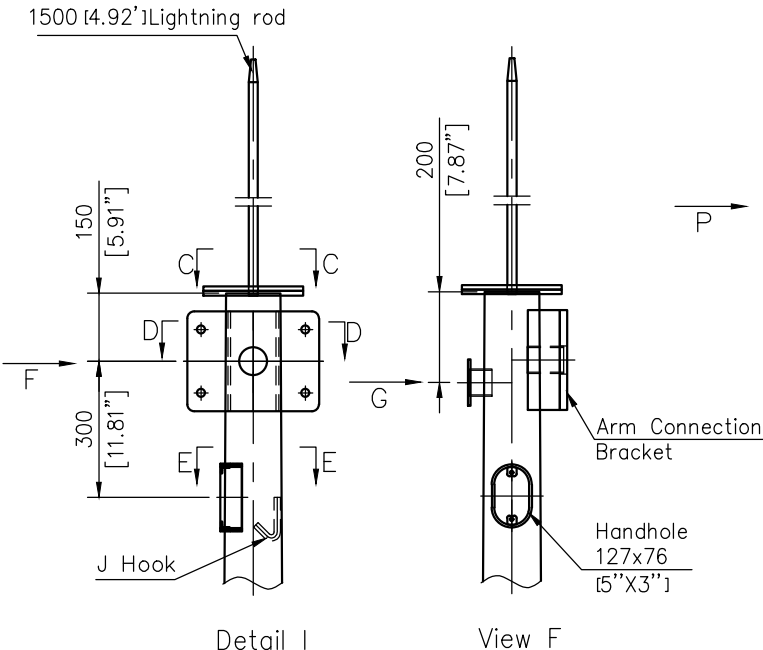
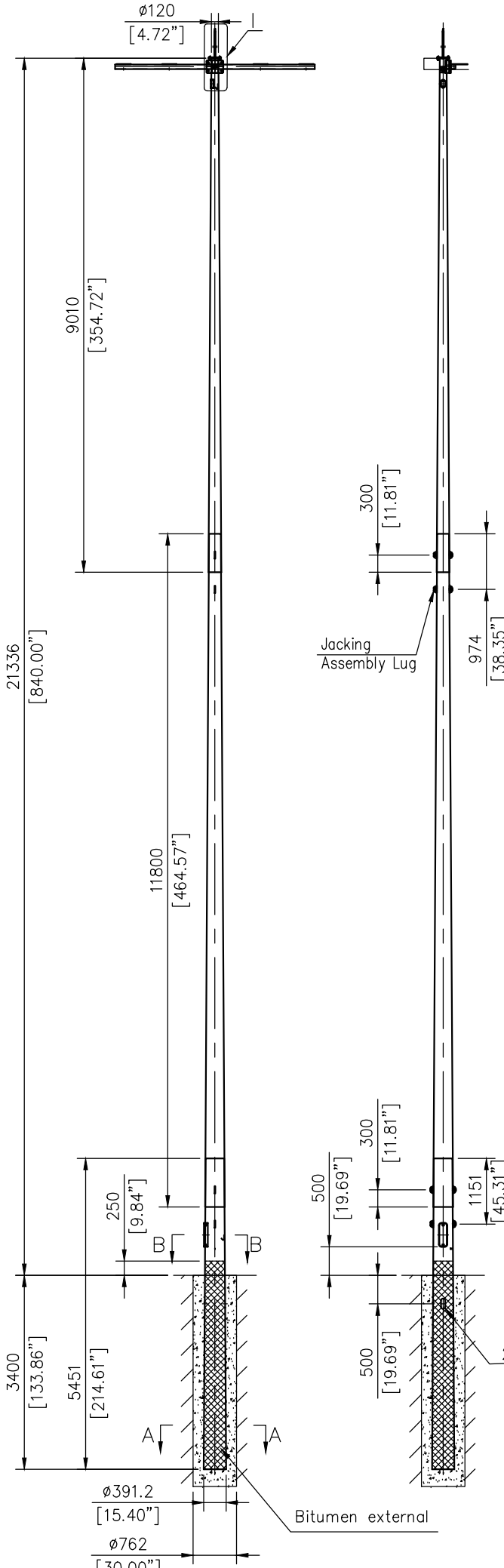


3D Rendering



Color Rendering





		上海安伯工业设备有限公司 Shanghai Ambor Manufacturing Ltd. www.ambor.cn	
CLIENT		TGS sports	
TITLE		L23027007-Jackson WI-SP70ft-5L-106mph vult-R0	
DRAWN	LB 2024/1/29	MATERIAL	MANUFACTURING ORDER
ENGR	WZL 2024/1/29	THK(mm)	
CHECKED	LCL 2024/1/29	WT(kg)	
SPECIFICATIONS		SCALE	VERSION: Page 137 of 36



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 18, 2024
Agenda Item: # 4
To: Plan Commission
From: Collin Johnson, Director of Inspections/Zoning
Subject: Certified Survey Map - W197 N16961-63 Stonewall Drive - Juanita Nickelson

Background and Analysis:

The owner began construction of a duplex in October 2023. Shortly thereafter, the owner decided that it was more advantageous for financing purposes to change the designation from a two-family duplex, to what is commonly referred to as a twin-home, with a zero limit lot-line.

Different from a typical duplex, where two dwelling units are located on the same lot, a zero lot-line home is constructed in the same manner, utilizing a shared or common wall that separates each dwelling. However, each dwelling unit sits on its own separate lot with a shared lot line separating each parcel.

Comprehensive Plan & Zoning Impacts:

The parcel is zoned R-6 Mixed Residential District, which allows for twin-home development.

Site Plan:

See the attached location map and draft Certified Survey Map.

Review Procedures:

The Plan Commission is advisory. The Village Board makes the final decision.

Signage:

None.

Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the Certified Survey Map, as submitted.

Public Works/Engineering

The Certified Survey Map should indicate the location of the water service valves.

Lot 1 shall grant easement access to the water and sewer laterals for Lot 2 for maintenance purposes. Each unit is served by a separate water lateral and sewer lateral connected to a private main sewer.



Taking the lead in Washington County.

Notice Requirements:

Posting on the agenda.

Potential Action:

Motion to recommend the Village Board approve the Two-Lot Certified Survey Map for Parcel V3_046500C9994, located at W197 N16961-63 Stonewall Drive, Jackson, WI.

Attachments:

1. PC Application
2. Location Map
3. Certified Survey Map (DRAFT)

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☐ COMMERCIAL ☐ INDUSTRIAL ☐ RESIDENTIAL ☐ OTHER _____

☐ CONDITIONAL USE ☐ PLANNED UNIT DEVELOPMENT ☒ CERTIFIED SURVEY MAP

☐ New ☐ New ☐ CONCEPT PLAN

☐ Amendment ☐ Amendment ☐ COMP. PLAN AMENDMENT

☐ Special Use ☐ Special Use ☐ OTHER _____

(For existing Cond. Use ONLY) (For existing PUD ONLY)

Property Address: W197 N16961-63 Stonewall Drive Unit: _____ Jackson, WI

Parcel #: V3-046500C9994 Lot Size: 17,735 sq. ft. Building Area: 4,408 sq. ft.

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☐ PUD ☒ Other R-6 Floodplain: Y ☒ N

APPLICANT INFORMATION

Name(s): Juanita Nickelson

Mailing Address: PO Box 986, Menomonee Falls, WI State WI Zip 53052

Office: (414) 704-4217 Cell: (____) _____ Fax: (____) _____

Email: JNICKELS@GMAIL.COM

BUSINESS INFORMATION (If New Business)

Legal Business Name: _____

D/B/A: _____ FEIN #: _____ -

Mailing Address: _____ State _____ Zip _____

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

Website: _____

PROPERTY OWNER INFORMATION

Name(s): SAME AS APPLICANT

Address: _____ State _____ Zip _____

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: _____

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION (Circle One)

Firm Name: Homeland Surveying, LLC

Primary Contact: David Lerner

Address: 2079 Cold Springs Rd., Saukville State WI Zip 53080

Office: (____) _____ Cell: (____) _____ Fax: (____) _____

Email: B.HOMELAND2079@GMAIL.COM

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: LOOKING TO HAVE A ONE LOT CSM WITH A DUPLEX BUILT ON IT CONVERTED INTO A TWO LOT ZERO LOT LINE WITH THE COMMON DEMISING WALL ON THE LOT LINE.

Provide a brief overview of proposed use(s) of entire property and/or lease space: _____

Hours of Operation: _____

Provide a brief overview of proposed daily on-site operations: _____

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: _____

Describe all businesses, properties and other entities located adjacent to the proposed use: Duplexes and MultiFamily

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: _____

Describe any proposed grading, and/or stormwater management plan: _____

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: _____

Describe any proposed on-site security measures including site lighting: _____

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): _____

Describe the projected traffic circulation and impacts: _____

List all setbacks from rights-of-way and property lines and height limitations: _____

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: _____

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☐ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: _____

If construction is proposed, describe proposed exterior building materials (type, color, etc.): _____

Describe any site-specific features/constraints, etc.: _____

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____

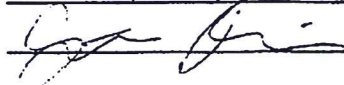
Projected Sewer/Wastewater Usage: _____ gal/year

Projected Water Usage: _____ gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print): Juanita Nickelson
Applicant Signature: 
Co-Applicant Name (Print): _____
CO-Applicant Signature: _____
Date of Application: _____

SUBMIT TO: Village of Jackson – Building Inspection Dept.
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: Payment is required at the time of submittal.
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director: For questions concerning application submittal, zoning, or technical questions.
Phone: (262) 677-9696 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

----- THIS PAGE FOR VILLAGE USE ONLY -----

VILLAGE APPROVAL:

☐ TEMPORARY Expiration Date: _____, 20____

Plan Commission Approval: Meeting Date: _____, 20____

Village Board Approval: Meeting Date: _____, 20____

In-House Approval (O-T-C): Date: _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: Date: _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 4-2-24

Amount: \$ 150.00

Payment Type: CH / CC / CASH

Check/Rcpt. #: 41733302

Received By: [Signature]



AllPaid
7820 Innovation Boulevard Suite 250
Indianapolis, IN 46278
24hr. Customer Service #: 888-604-7888

Utilities/fees Payment Confirmation (Ref #: 41733302)

PLC: Village Of Jackson
A00048 N168 W19851 Main Street
Jackson, Wisconsin 53037
For: Utilities/fees

Date: 04/02/2024 10:54 EDT

TRANSACTION INFORMATION

Name:	Juanita Nickelson	Transaction Reference #:	41733302
Utility Account #:		Transaction Date/Time:	04/02/2024 10:54 EDT
Building Permit #:			
Parking Ticket #:			
Police Dept Program:			
Fire Department Program:			
General:	Plan Commission Application For Csm		

BILLING INFORMATION

Name:	Juanita Nickelson
Address:	Po Box 986
City, State Zip:	Menomonee Falls, WI 53052
Phone #:	(414)704-4217
Card #:	xxxx-xxxx-xxxx-9701

PAYMENT INFORMATION

Approval #:	860430
Payment Amount:	\$150.00
Service Fee:	\$4.43
Total Amount:	\$154.43

The service fee is not refundable.

ATTENTION CARDHOLDER

If you have questions about the processing of your payment, please call AllPaid at 888-604-7888.

Thank you for using AllPaid

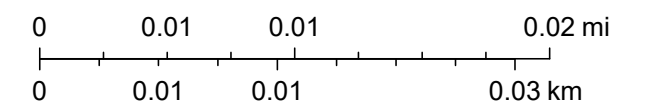
Parcel #: V3_046500C9994



8/1/2023, 3:58:59 PM

1:477

- | | | | |
|---|---|---|---|
| Override 1 | Condominium Name | Lot | Right-of-Way |
| Current Parcel | Subdivision Name | Plat | Municipality |
| Address Point | Parcel Taxkey & Acreage | Certified Survey Map | Local Road Labels |
| Lot Number | PLSS Section | Condominium | Local Road |
| Certified Survey Number | PLSS Quarter | Assessor Plat; Cemetery Plat; Subdivision | |



Sheet 1 of 3

Certified Survey Map

Part of Lot 3 of Certified Survey Map No. 5851, recorded in the office of the Register of Deeds for Washington County, Wisconsin on February 16, 2005 in Volume 43 of Certified Survey Maps, pages 43-47, as Document No. 1078553, being a division of a part of the East 1/2 of the Southwest 1/4 of Section 17, Township 10 North, Range 20 East, in the Village of Jackson, County of Washington, State of Wisconsin.

Owner's Certificate:

As owner, I hereby certify that I caused the land shown and described hereon to be surveyed, divided, and mapped as represented on this Certified Survey Map. I also certify that this Certified Survey Map is required to be submitted to the following for approval:

Village of Jackson Plan Commission

Juanita Nickelson - owner

STATE OF WISCONSIN)
WASHINGTON COUNTY)s.s.

Personally came before me this _____ day of _____, 2024, the above named member is to me known to be the same person who executed the foregoing instrument and acknowledge the same.

(Notary Seal)_____ Notary Public, _____, Wisconsin.

My commission expires _____

Village of Jackson Plan Commission Approval:

This land division is hereby approved by the Village of Jackson Plan Commission this _____ day of _____, 2024.

Brian Heckendorf - Chairperson

Anastasia Gonstead - Secretary

Village of Jackson Board Approval:

This land division is hereby approved by the Village of Jackson Board this _____ day of _____, 2024.

Brian Heckendorf - President

Anastasia Gonstead - Village Clerk

Certified Survey Map

Part of Lot 3 of Certified Survey Map No. 5851, recorded in the office of the Register of Deeds for Washington County, Wisconsin on February 16, 2005 in Volume 43 of Certified Survey Maps, pages 43-47, as Document No. 1078553, being a division of a part of the East 1/2 of the Southwest 1/4 of Section 17, Township 10 North, Range 20 East, in the Village of Jackson, County of Washington, State of Wisconsin.

Consent of Corporate Mortgagee:

_____, a corporation duly organized and existing under and by virtue of the laws of the State of _____, mortgagee of the above described land, does hereby consent to the surveying, dividing, and mapping of the land described on this plat, and does hereby consent to the above certificate of Juanita Nickelson, owner.

IN WITNESS WHEREOF, the said _____ has caused these presents to be signed by _____, its President, and countersigned by _____, its Secretary (cashier), at _____, _____, and its corporate seal to be hereunto affixed this _____ day of _____, 2024.

In the presence of:

Corporate Name (Corporate Seal)

President	Date	Secretary or Cashier	Date
-----------	------	----------------------	------

(Corporate Mortgagee Notary Certificate)

STATE OF _____)

_____ COUNTY) SS

Personally came before me this _____ day of _____, 2024, _____, President, and _____, Secretary (cashier) of the above named corporation, to me known to be the persons who executed the foregoing instrument, and to me known to be such President and Secretary (cashier) of said corporation, and acknowledged that they executed the foregoing instrument as such officers as the deed of said corporation, by its authority.

(Notary Seal) _____ Notary Public, _____, _____
City State

My commission expires _____



Taking the lead in Washington County.

STAFF MEMO

Village of Jackson
Plan Commission

Meeting Date: April 18, 2024
Agenda Item: # 5
To: Plan Commission
From: Collin Johnson, Director of Inspections/Zoning
Subject: Ordinance #24-05 - Planned Unit Development Zoning District (PUD-06) and Site Plan Review for W223 N16601 Cedar Parkway - Rytec Corporation, LLC

Background and Analysis:

Rytec Corporation recently submitted a Concept Plan review related to construction of an addition for a material handling system. During the initial review, staff discovered that a proper Planned Unit Development (PUD) Zoning District ordinance was never developed for the initial development and use of this site.

The addition, as proposed, would include construction of a 24' x 45' tower-like structure along the south side of the existing building. The tower would be approximately 43 to 45-feet in height, as originally proposed. However, Rytec would like to increase the height of the structure to near 50-feet to maximize the overall storage capacity of the internal conveyor system. The south facade of the current structure stands at 28'8" above grade. The proposed tower structure would extend an additional potential maximum of 21'4" above the existing structure if the maximum 50-foot building height is approved.

In addition to the building height matter, the applicant also seeks approval for exterior storage of shipping crate materials. Exterior storage has been an ongoing concern of the Village. Staff have worked with the applicant regarding the proposed storage area and suggest limiting exterior storage to only the current paved areas along the south side of the parcel as well as providing screening along the east and south sides, to limit visibility from the adjacent public roadway. (*Refer to attached "Site Plan"*)

Comprehensive Plan & Zoning Impacts:

The parcel is classified as Industrial under the Comprehensive Plan and zoned as a Planned Unit Development District. The current and proposed uses are consistent with both designations.

Site Plan:

See attached proposed Site Plan and Exterior Storage & Screening Detail.

Review Procedures:

The Plan Commission is advisory. The Village Board makes the final decision following a public hearing.

Signage:

None.



Additional Staff Comments:

Building Inspection/Zoning

Staff recommends approval of the proposed zoning ordinance creating zoning district PUD-06.

Administrator

The proposed PUD is currently under review by the Village's consultant planner. Staff are seeking confirmation that the only variation from existing M-1 or M-2 zoning is the proposed height variation, allowing up to 50' instead of the current 35' maximum allowable height. Additionally, it shall be confirmed the draft language found in the "permitted use" section of the draft ordinance is also standard, so that future zoning code changes allow for this development to be transitioned to a standard M-1 or M-2 zoning designation instead of the proposed use of PUD zoning. Fees incurred by the Village's consultant planner for review of this proposal will be invoiced to the applicant.

Notice Requirements:

1. Posting on the agenda.
2. Notification of all contiguous property owners.
3. Publication of a Class II Notice prior to holding a public hearing.

Potential Action:

Potential Action for PUD:

Motion to recommend the Village Board approve Ordinance #24-05 establishing Planned Unit Development District PUD-6 for Rytec Corporation, LLC, W223 N16601 Cedar Parkway, Jackson, WI.

Potential Action for Site Plan:

Motion to recommend the Village Board approve the proposed site plan, subject to the following:

1. Exterior storage shall be permitted upon all existing paved surfaces located in the south side-yard area and the general area indicated on the approved Site Plan, except as outlined in #3 below.
2. Exterior storage shall not extend beyond the boundaries of the storage area as detailed on the approved Site Plan and shall not encroach within any yard setback area at any time.
3. The exterior storage area may be expanded, on a limited temporary basis, by the Village Board, for a time frame established by the Village Board.
4. Except for temporary exterior storage granted by the Village Board, all exterior storage areas shall be adequately screened from view, from the public road, by impervious fencing, high speed doors, sliding gates, a vegetative buffer with 75% density, or a combination thereof.
5. Violation of and/or receipt of a written complaint related to exterior storage shall be subject to review by the Village Board and may be subject to further regulation or revocation of the Site Plan.

Attachments:

1. PC Application
2. Location Map
3. Rytec Site Plan
4. Ordinance 24-05 Amending to Create Zoning District PUD-06 - Rytec Corporation, LLC (DRAFT)

Village of Jackson
PLAN COMMISSION APPLICATION

Application/Permit #: _____

PROPERTY INFORMATION

☒ **COMMERCIAL** ☐ **INDUSTRIAL** ☐ **RESIDENTIAL** ☐ **OTHER** _____

☐ **CONDITIONAL USE** ☒ **PLANNED UNIT DEVELOPMENT** ☐ **CERTIFIED SURVEY MAP**
☐ *New* ☐ *New* ☐ **CONCEPT PLAN**
☐ *Amendment* ☐ *Amendment* ☐ **COMP. PLAN AMENDMENT**
☐ *Special Use* ☒ *Special Use* ☐ **OTHER** _____
(For existing Cond. Use ONLY) *(For existing PUD ONLY)*

Property Address: W223N16601 Cedar Parkway **Unit:** _____ **Jackson, WI**

Parcel #: V3_030200F **Lot Size:** 8.11 acres **sq. ft.** **Building Area:** 112,900 **sq. ft.**

Current Zoning: ☐ B-1 ☐ B-2 ☐ M-1 ☐ M-2 ☐ I-1 ☒ PUD ☐ Other _____ **Floodplain:** Y ☒ N

APPLICANT INFORMATION

Name(s): Jeremy Becker - Rytec Corporation

Mailing Address: W223N16601 Cedar Parkway **State** WI **Zip** 53037

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____)

Email: jbecker@rytecdoors.com

BUSINESS INFORMATION *(If New Business)*

Legal Business Name: Rytec Corporation

D/B/A: _____ **FEIN #:** _____ - _____

Mailing Address: W223N16601 Cedar Parkway **State** WI **Zip** 53037

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____)

Email: jbecker@rytecdoors.com

Website: www.rytecdoors.com

PROPERTY OWNER INFORMATION

Name(s): Winfield Develoment, LLC

Address: One Cedar Parkway P.O. Box 403, Jackson **State** WI **Zip** 53037-0403

Office: (262) 677-9046 **Cell:** (262) 224-0095 **Fax:** (_____)

Email: jbecker@rytecdoors.com

ARCHITECT / ENGINEER / CONTRACTOR INFORMATION *(Circle One)*

Firm Name: Parish Survey & Engineering, LLC

Primary Contact: Kevin Parish

Address: 122 Wisconsin Street, West Bend **State** WI **Zip** 53095

Office: (262) 346-7800 **Cell:** (262) 338-6641 **Fax:** (_____)

Email: kparish@parishse.com

Please provide as much detailed information as possible. (Add additional pages if needed.)

Briefly explain what you are requesting to be reviewed and/or approved: PUD for special use

Provide a brief overview of proposed use(s) of entire property and/or lease space: Manufacturing

Hours of Operation: 8:00-5:00 Monday - Friday

Provide a brief overview of proposed daily on-site operations: Manufacturing of high speed industrial doors.

Describe any potential environmental impacts from the proposed use including but not limited to exterior storage, noise, smoke, dust, odors, hazardous materials, vibration, horns, speakers, vehicles and equipment operation and exterior generators, HVAC, or other stationary mechanical equipment, etc.: None

Describe all businesses, properties and other entities located adjacent to the proposed use: Sysco and Willer Tool

Describe any proposed, development, on-site improvements, or other construction/remodeling activities: Steel storage tower.

Describe any proposed grading, and/or stormwater management plan: Minimal grading to construct concrete pad for tower foundation.

Describe any proposed landscape plan/improvements including driveways, sidewalks, vegetative plantings, etc.: None

Describe any proposed on-site security measures including site lighting: None

Describe any existing or proposed Life Safety Systems (Includes fire hydrants, fire suppression & fire alarm systems): Fire suppression inside proposed steel storage tower. Extend security cameras to cover the proposed tower.

Describe the projected traffic circulation and impacts: No traffic impacts.

List all setbacks from rights-of-way and property lines and height limitations: Front setback=377', Side setback 117', Rear setback=232', height 48'

Provide status of State/Federal License(s) or Certificate(s) required for operation, if any: State building approval will be applied for following approval of PUD.

Does this project require other Jurisdictional Approvals from other Governmental or Regulatory entities?
☒ No ☐ Yes If yes, explain: _____

Describe any proposed signage including type, size, and location: None

If construction is proposed, describe proposed exterior building materials (type, color, etc.): Metal siding
Color to match existing building.

Describe any site-specific features/constraints, etc.: None

Outline proposed parking requirements including number of spaces plus those dedicated for handicapped parking: _____
N/A

Describe all proposed screening/buffering from adjacent properties (where required by ordinance): _____
N/A

Describe the proposed provisions for refuse and recycling collection/storage and required screening/buffering: _____
N/A

Projected Sewer/Wastewater Usage: N/A gal/year

Projected Water Usage: N/A gal/year

ACKNOWLEDGEMENT & SIGNATURES

I/We hereby certify that I/We have reviewed the above Village of Jackson Plan Commission application and requirements, and hereby certify that the above information, attachments, and exhibits are complete, true and correct. I/We further understand that any missing or incomplete information may result in a delay of the review of this application. The Village reserves the right to request additional information as deemed necessary.

You MUST sign and date this Application!

Applicant Name (Print): Jeremy Becker
Applicant Signature: *Jeremy Becker*
Co-Applicant Name (Print): Brett Richards
CO-Applicant Signature: *Brett Richards*
Date of Application: March 28, 2024

SUBMIT TO: **Village of Jackson – Building Inspection Dept.**
W194 N16660 Eagle Drive
Jackson, WI 53037

PAYMENT INFO: **Payment is required at the time of submittal.**
Cash, Checks, or Credit Cards are accepted (fees apply)
(Make checks payable to Village of Jackson)

QUESTIONS?

Zoning Director: For questions concerning **application submittal, zoning, or technical questions.**
Phone: (262) 677-9696 x810
Email: collin.johnson@villageofjacksonwi.gov

TERMS OF THIS PERMIT

1. This permit shall become effective upon Village approval and where required, the execution and recording by the owners of the premises of an acceptance hereof in such form as to constitute an effective covenant running with the land.
2. The permit shall be void unless: (a) pursuant to the Building and Zoning Codes of the Village, the approved use is commenced or (b) the building permit is obtained within 12 months of the date of Village Board approval.
3. This approval is subject to amendment and termination in accordance with the provisions of the Zoning Code of the Village of Jackson.
4. Construction and operation of this permit shall be in strict conformity to the approved building, site, and operational plans which were filed in connection with the application for this approval (as attached and/or referenced).
5. Any of the conditions of this permit which would normally be the responsibility of the tenants of the premises, shall be made a part of their lease by the owner.

VILLAGE APPROVAL:

☐ **TEMPORARY** *Expiration Date:* _____, 20____

Plan Commission Approval: *Meeting Date:* _____, 20____

Village Board Approval: *Meeting Date:* _____, 20____

In-House Approval (O-T-C): *Date:* _____, 20____

Approved by: Village Administrator

Conditions and Duration of Approval:

Depending on the request, approvals shall generally be continual or temporary in nature. ALL approvals are subject to the Conditions of Approval outlined below. All conditional or special uses/approvals shall, upon complaint, be subject to review, amendment, or revocation by the Village. Where temporary approvals are issued, such approvals shall be subject to the time limitations specified.

Conditions of Approval: _____

APPLICATION DENIED: *Date:* _____, 20____

Staff Initials: _____

Reason for Denial: _____

FOR OFFICE USE ONLY
Acct. #: 100-00-45730-000-00

Date Received: 4/09/24_____

Amount: \$ 425.00_____

Payment Type: CH /

Check/Rcpt. #: 293577_____

Received By: C.Johnson_____

VILLAGE OF JACKSON

N168W19851 MAIN ST
JACKSON, WI 53037

Receipt Nbr: 282969
Date: 4/10/2024
Check

RECEIVED
FROM RYTEC

\$425.00

<u>Type of Payment</u>	<u>Description</u>	<u>Amount</u>
Accounting	PLANNING / ZONING FEES	425.00
	RYTEC/PLAN COMM APPLICATION	

TOTAL RECEIVED	425.00
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Receipt Memo: PLAN COMM/RYTEC PUD APP/CK#293577

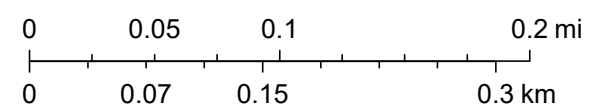
Location Map

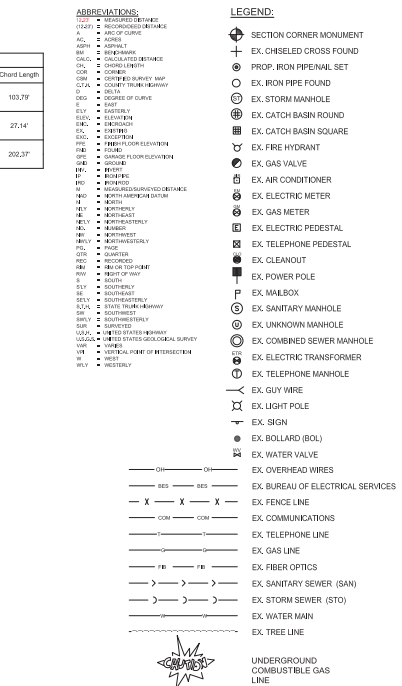


4/9/2024, 12:55:55 PM

	Override 1		Condominium Name		Assessor Plat; Cemetery Plat; Subdivision
	Current Parcel		Subdivision Name		Right-of-Way
	Road Centerline STH, CTH		Leader Lines		Retired Parcel
	State Highway		Parcel Taxkey & Acreage		Municipality
	County Highway		PLSS Boundary		Local Road Labels
	Ramp		PLSS Section		Local Road
	Road Centerline I, USH		PLSS Quarter		Named Private Drive
	Federal Highway		Lot		PLSS Monument
	Address Point		Plat		Meander Line
	Lot Number		Certified Survey Map		Landhook
	Certified Survey Number		Condominium		

1:4,867





- 2/24/2009 dated January 23, 2024.
- SCHEDULE B-4 (Exemptions)**
- Exc. No. 13, 20 and 40 lot Wages of Jackson Utility Employees as shown on the recorded plat of Certified Survey Map No. 4094. - See the Survey.
- Exc. No. 14 Exemptions of the public use of any utility, municipality or person, as described in Section 66.1002(1)(d) of the Wisconsin Statutes, for the combined use and hire of electrical, mechanical, construction and other equipment, materials, and services, and any other improvements or services that are part of the premise described in Schedule A and which were formerly a part of MBH land owned by the State.
- Exc. No. 15 Rezonations, covenants and easements shown on a Certificate of Rezonations for Cedar Creek Subdivision as recorded in Volume 18, Page 108, Volume 154 of Page 268, as Document No. 084343, in the Survey and shown on the Survey.
- Exc. No. 16 Rezonations, covenants and easements shown on a Certificate of Rezonations for Cedar Creek Subdivision as recorded in Volume 18, Page 108, Volume 154 of Page 268, as Document No. 084343, in the Survey and shown on the Survey.
- Exc. No. 17 Easement recorded in Ref A-1, 1997 in Volume 542 of Page 542, as Document No. 738835, - Shown on the Survey.

To: WINFIELD DEVELOPMENT II, LLC, a Wisconsin limited liability company
RYTEC CORPORATION AN ILLINOIS CORPORATION
CHICAGO TITLE INSURANCE COMPANY
WISCONSIN TITLE SERVICE COMPANY

STATE OF WISCONSIN
COUNTY OF WAUKESHA

THIS IS TO CERTIFY THAT THIS MAP OR PLAT AND THE SURVEY ON WHICH IT IS BASED WERE MADE UNDER MY SUPERVISION, IN ACCORDANCE WITH THE 2021 MINIMUM STANDARD DETAIL REQUIREMENTS FOR LAND AND TITLE SURVEYS, JOINTLY ESTABLISHED AND ADOPTED BY ALTA AND NPS, AND INCLUDES ITEMS 1, 2, 3, 4, 7(A), 7(B)(1), 7(C), 8, 9, 10, 17, 18, AND 19 OF TABLE A THEREOF. THE FIELD WORK WAS COMPLETED ON MARCH 5TH, 2024.

WISCONSIN
REGISTERED
S-2326
WAUKESHA
WIS.

DATED AT WAUKESHA, WISCONSIN THIS 6TH DAY OF MARCH, 2024.

BY: M. J. Raughter

MOHAMMAD I. RAUGHTER - WISCONSIN PROFESSIONAL LAND SURVEYOR NO. S-2126

NOT VALID WITHOUT E

NOT VALID WITHOUT EMBOSSED SEAL

SHEET: 1 OF 1

ORDINANCE #24-05

AN ORDINANCE TO AMEND THE ZONING REGULATIONS IN CHAPTER 48 OF THE VILLAGE OF JACKSON MUNICIPAL CODE FOR A PLANNED DEVELOPMENT DISTRICT (PUD-06)

WHEREAS, the Village of Jackson Village Board adopted zoning regulations for the Village of Jackson and has amended such regulations from time to time; and

WHEREAS, the zoning regulations, as amended, are codified as Chapter 48 of the Village of Jackson municipal code, which is titled "Zoning;" and

WHEREAS, Rytec Corporation, LLC (hereafter property owner) owns the property at W223 N16601 Cedar Parkway (hereafter subject property), more particularly described as:

Tax parcel: V3_030200F (CSM 4509); and

WHEREAS, the property owner has submitted a petition to establish a Planned Unit Development district for the subject property pursuant to the requirements in Section 48-151 of the zoning regulations; and

WHEREAS, the Village of Jackson Plan Commission reviewed the petition at their meeting on April 18, 2024, and recommended approval as set forth in this ordinance; and

WHEREAS, upon due notice as required by the zoning code, the Village Board conducted a public hearing on May 14, 2024, to accept public input; and

WHEREAS, the Village Board accepted the Plan Commission's recommended code amendment without revision; and

WHEREAS, the Village Board, after careful review and upon consideration of the recommendation of the Plan Commission and having given the matter due consideration having determined that all procedural requirements and notice requirements have been satisfied, and having based its determination on the effect of the adoption of the ordinance on the health, safety and welfare of the community and the preservation and enhancement of property values in the community, and having given due consideration to the municipal problems involved hereby determine that the ordinance amendment will serve the public health, safety and general welfare of the Village of Jackson, will enhance property values in the Village and will not be hazardous, harmful, noxious, offensive or a nuisance, and will not unduly limit or restrict the use of property in the Village or for any other reason cause a substantial adverse effect on the property values and general desirability of the Village.

NOW, THEREFORE BE IT RESOLVED, the Village of Jackson Village Board, Washington County Wisconsin ORDAINS AS FOLLOWS:

Section 1. Create Section 48-158 in Chapter 48, to read as set forth below.

Sec. 48-158. – PUD-06 – Rytec Corporation, LLC - Planned Unit Development District.

- (a) **Generally.** The Rytec Corporation Planned Unit Development District (PUD-06) was established to accommodate the unique needs of a building addition that exceeds the maximum building height defined within the zoning code.
- (b) **Permitted uses.** Warehousing and Manufacturing with limited exterior storage in accordance with the approved Site Plan.
- (c) **Lot area and width.** Lots shall have a minimum area of 10,000 square feet and shall not be less than 60 feet in width at setback line.
- (d) **Building height.** No buildings or part of a building shall exceed 50 feet in height.
- (e) **Setbacks and yards.** There shall be a minimum building setback of 30 feet from the right-of-way of all streets. There shall be a side yard of each side of all buildings not less than 12 feet in width and a rear yard of not less than 25 feet.
- (f) **Division of land restricted.** This district includes a single property and may not be subdivided by any means. Further, the configuration of the subject property shall not hereafter be modified by any means without the approval of the Village Board upon recommendation of the Plan Commission.
- (g) **Revisions to the zoning map.** Upon adoption of this section, the subject property shall be designated as a planned development district with reference to this section. Hereafter, the subject property is subject to this section and other sections of this code as applicable.

Section 2. The zoning map is hereby amended by designating the subject property as a planned unit development district.

Section 3. This ordinance shall become effective upon passage and posting or publication as provided by law.

Section 4. The several sections of this ordinance are declared to be severable. If any section or portion thereof shall be declared by a court of competent jurisdiction to be invalid, unlawful, or unenforceable, such decision shall apply only to the specific Section or portion thereof directly specified in the decision and shall not affect the validity of any other provisions, sections, or portions thereof of the ordinance. The remainder of the ordinance shall remain in full force and effect. Any other ordinances whose terms are in conflict with the provisions of this ordinance are hereby repealed as to those terms that conflict.

Section 5. The Village Clerk and Village Administrator are authorized and directed to make all changes within the Village of Jackson Code of Ordinances necessary to reflect this ordinance.

Introduced by:_____ Seconded by:_____

Vote: _____aye _____nay Passed and approved_____

VILLAGE OF JACKSON

By:_____
Brian J. Heckendorf, Village President

Attest:

Anastasia Gonstead, Village Clerk

Proof of Posting:
I, the undersigned, certify that I posted copies of this Ordinance on bulletin boards at the Village Hall, Post Office and one other location in the Village.

Village Official

Date

Memo

To: Jen Keller, Village Administrator
From: Brian W. Kober, P. E., Director of Public Works
Subject: White Water Tower for Verizon Monopole Installation
Date: April 26, 2024

The item is on the April 30, 2024, Board of Public Works meeting agenda to discuss the use of the Water Tower site #2 (White/Blue Tower) for the temporary installation of a monopole for Verizon Cellphone users when the antennas are replaced on the White-Water Tower.

The Village has approved the project of the expansion of antennas on the tower, but two years have passed since the approval so we should review the lease agreements for each cellphone company (US Cellular & Verizon) achieving satisfaction in both agreements. Next, is the lease agreement for the temporary monopole installation. Creating the time frame for the installation and lease fee associated with the location. Last, is again the overall approval of the antenna expansion project.

If you have any questions, please do not hesitate to ask.

Brian

CONSULTANT TEAM

PROJECT CONSULTANT:

TERRA CONSULTING GROUP, LTD.
600 BUSSE HIGHWAY
PARK RIDGE, IL 60068
(847) 698-6400

STRUCTURAL:
(TOWER ANALYSIS)

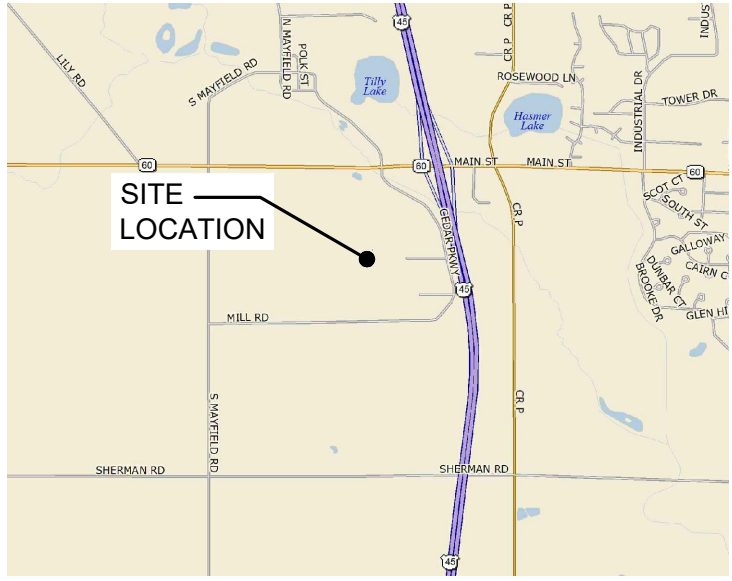
BY OTHERS

STRUCTURAL ANALYSIS DATE:

02/24/2024

VICINITY MAP

N.T.S.



REGIONAL MAP

N.T.S.



PROJECT TYPE

PROPOSED VERIZON ANTENNAS TO BE MOUNTED ON TEMPORARY 125'-0" MONOPOLE TOWER ON 19'-3 3/4" x 19'-3 3/4" BALLAST FRAME

PROJECT INFORMATION

SITE COORDINATES:

LATITUDE: 43° 19' 12.49" N
LONGITUDE: 88° 11' 27.99" W

ADDRESS:

W227 N16551 CEDAR PARKWAY
JACKSON,WI 53037

JURISDICTION:

TOWN OF JACKSON

OCCUPANCY:

UNINHABITED

CONSTRUCTION TYPE:

TEMP TOWER

PROPERTY OWNER:

VILLAGE OF FRANKFORT

TOWER OWNER:

VILLAGE OF FRANKFORT

APPLICANT:

VERIZON WIRELESS
1701 GOLF ROAD,
TOWER 2, SUITE 400
SCHAUMBURG, IL 60008

THESE PLANS HAVE BEEN DESIGNED TO CONFORM WITH THE FOLLOWING BUILDING CODES :

CURRENT BUILDING CODE
2015 INTERNATIONAL CODE COUNCIL
2014 NATIONAL ELECTRIC CODE
CURRENT ILLINOIS ENERGY EFFICIENCY BUILDING CODE

verizon

1701 GOLF ROAD, TOWER 2, SUITE 400
ROLLING MEADOWS, ILLINOIS 60008
PHONE: (847) 619-5397 FAX: (847) 706-7415

MDG NUMBER: 5000948763
LOCATION NUMBER: 113385
SITE NAME: JACKSON_WT_TEMP_RELO
W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037

SHEET	DRAWING INDEX	REVISION
T-1	TITLE SHEET	A,B
LP	LOCATION PLAN	B
C-1	ENLARGED SITE PLAN	B
C-2	COAX SUPPORT DETAILS	-
ANT-1	SITE ELEVATION	B
ANT-2	ANTENNA PLAN VIEWS	A
ANT-3	VERIZON ANTENNA INFORMATION	A
E-1	GROUNDING DETAILS	-

22" x 34" IS FULL SCALE | 11" x 17" IS HALF SCALE

SHEET	ATTACHMENTS	REVISION
-	RFDS BY OTHERS	-

verizon

TERRA CONSULTING GROUP, LTD.
600 BUSSE HIGHWAY
PARK RIDGE, IL 60068
PH: 847-698-6400
FAX: 847-698-6401

REVISIONS		BY	DATE	TJS	PP	PP			
NO.	DESCRIPTION	ISSUED FOR REVIEW	01/04/24						
A	REVISED PER UPDATED RFDS	02/16/24							
B	REVISED PER ADDITION OF USCC ON TEMP TOWER	03/29/24							

MGD LOC#
5000948763
PSLC #113385
JACKSON_WT_TEMP_RELO

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

DRAWN BY: TJS

CHECKED BY: PP

DATE: 12/05/23

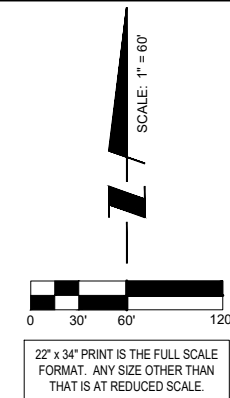
PROJECT #: 194-113

SHEET TITLE
TITLE SHEET

SHEET NUMBER
T-1

OTHER UTILITIES NOT INCLUDED IN DIGGERS HOTLINE AND LOCAL UTILITY DISTRICTS AND COMPANIES SHALL ALSO BE NOTIFIED

Page 164 of 361



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1701 GOLF ROAD,
TOWER 2, SUITE 400
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PHONE: (847) 619-5397
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JACKSON_WT
TEMP RELO

W227 N16551
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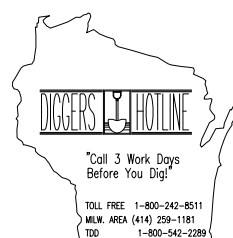
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SHEET TITLE

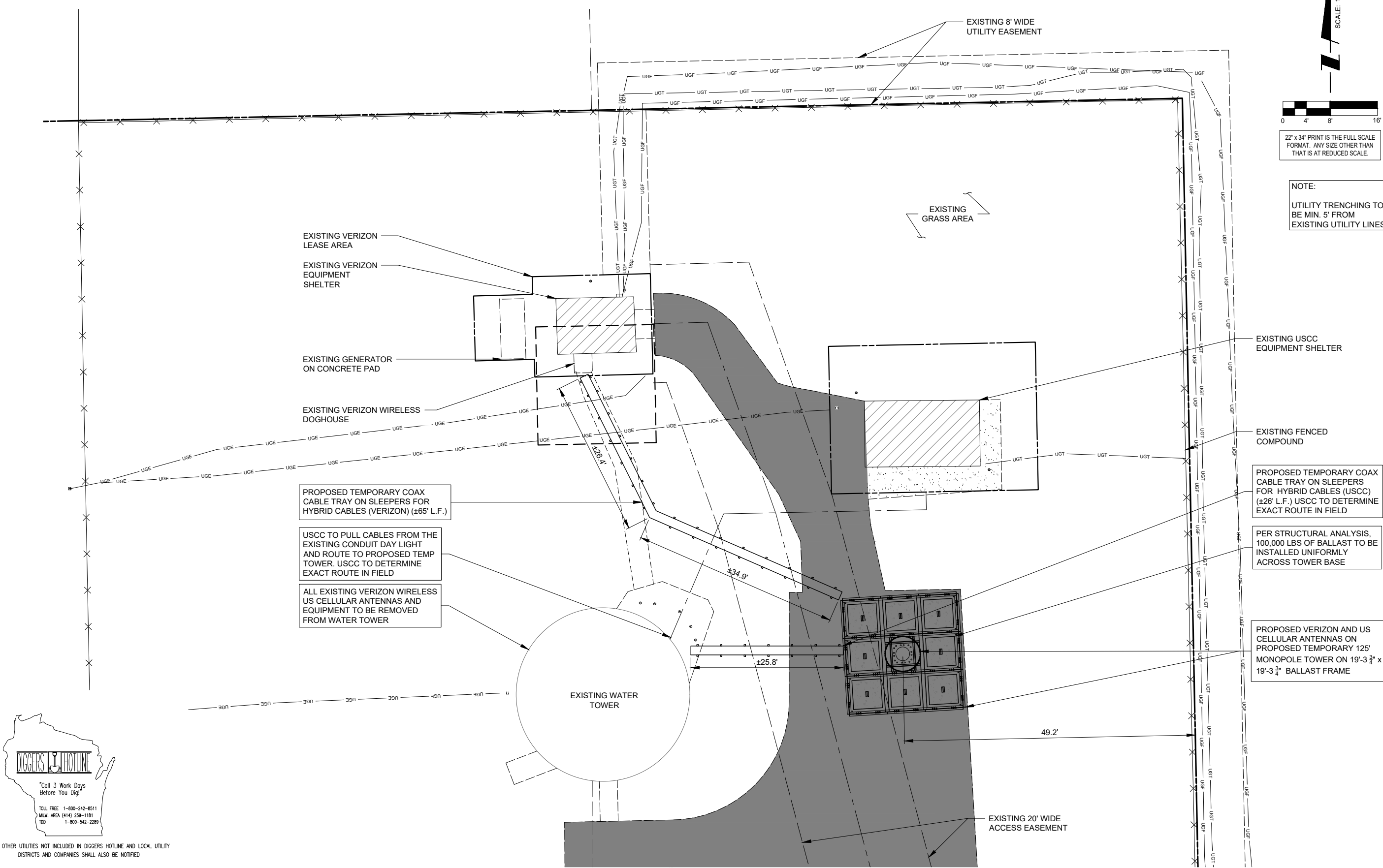
LOCATION PLAN

SHEET NUMBER

LP



OTHER UTILITIES NOT INCLUDED IN DIGGERS HOTLINE AND LOCAL UTILITY DISTRICTS AND COMPANIES SHALL ALSO BE NOTIFIED



SCALE: 1" = 8'

0 4 8 16'

22" x 34" PRINT IS THE FULL SCALE FORMAT. ANY SIZE OTHER THAN THAT IS AT REDUCED SCALE.

NOTE:
UTILITY TRENCHING TO BE MIN. 5' FROM EXISTING UTILITY LINES.

DIGGERS HOTLINE

"Call 3 Work Days Before You Dig!"

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MILW. AREA (414) 259-1181
TDD 1-800-542-2289

OTHER UTILITIES NOT INCLUDED IN DIGGERS HOTLINE AND LOCAL UTILITY DISTRICTS AND COMPANIES SHALL ALSO BE NOTIFIED

THIS SITE PLAN WAS CREATED OFF OF FIELD MEASUREMENTS BY THE DESIGNER, AS BOUNDARY SURVEY WAS NOT SUPPLIED FOR PURPOSES OF SITE LAYOUT.

1 SITE LAYOUT

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MGD LOC#
5000948763
PSLC #113385

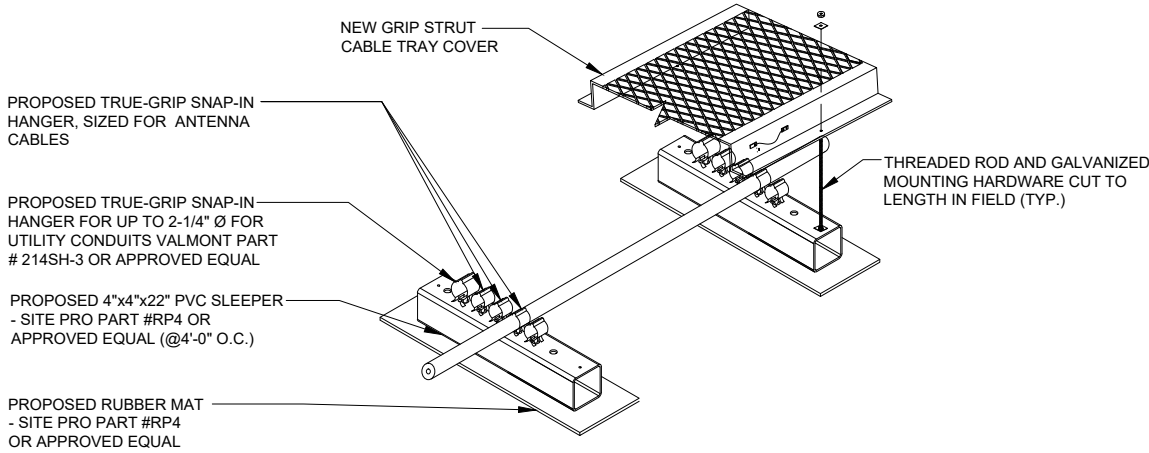
JACKSON WT_
TEMP_RELO

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

DRAWN BY:	TJS
CHECKED BY:	PP
DATE:	12/05/23
PROJECT #:	194-113

SHEET TITLE
**ENLARGED
SITE PLAN**

SHEET NUMBER
C-1



1 GROUND CONDUIT & CABLE SUPPORT
N.T.S.

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REVISIONS				BY
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MGD LOC#
5000948763
PSLC #113385

JACKSON WT_
TEMP_RELO_

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

DRAWN BY: TJS

CHECKED BY: PP

DATE: 12/05/23

PROJECT #: 194-113

SHEET TITLE
COAX SUPPORT
DETAILS

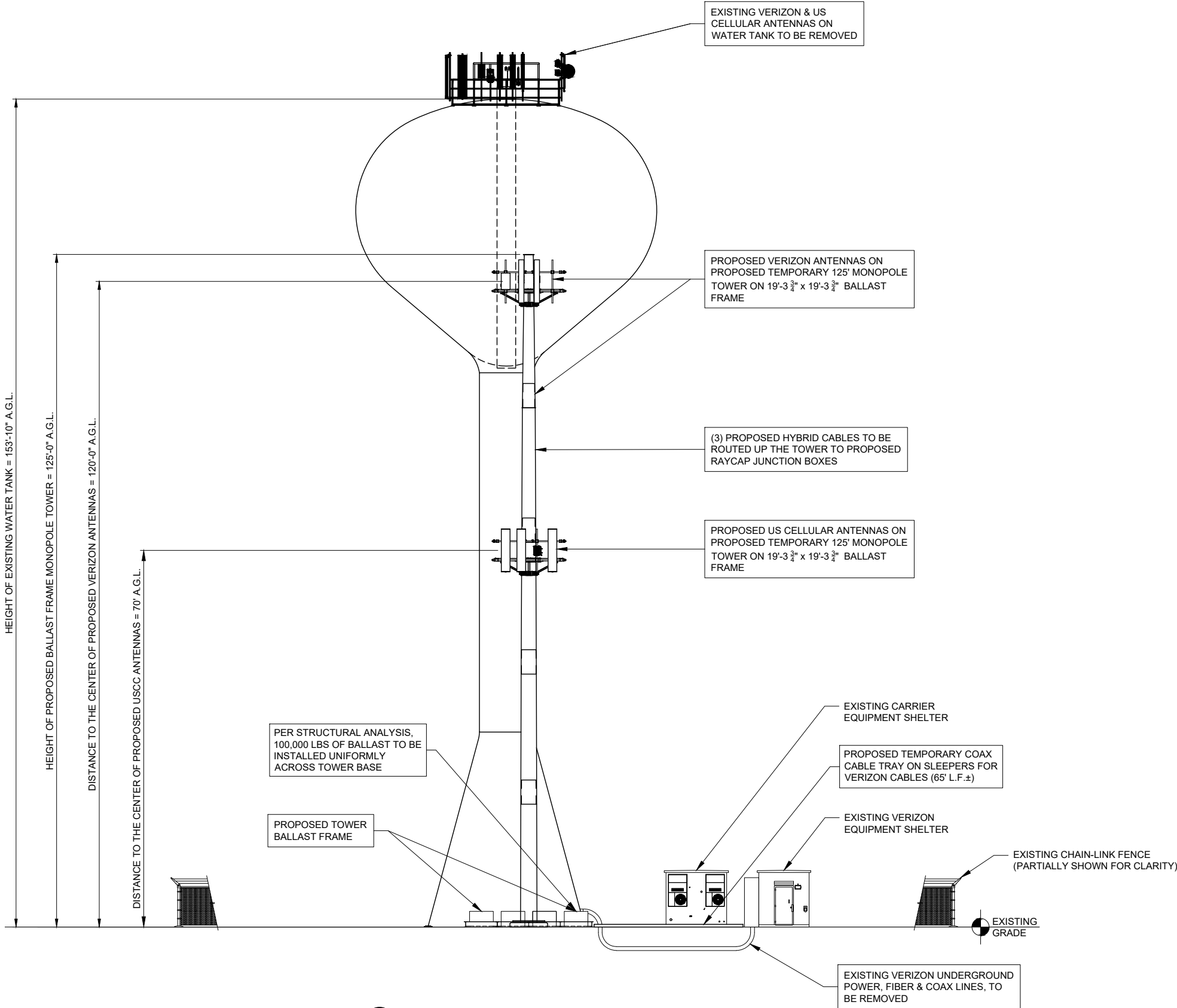
SHEET NUMBER

C-2

NOTES:
THIS DRAWING IS FOR EXHIBIT AND LAYOUT PURPOSES ONLY.

PLEASE REFER TO STRUCTURAL ANALYSIS PROVIDED BY OTHERS

ESTIMATED HYBRID CABLE LENGTH			
SECTOR	HOR (±)	VER (±)	TOTAL (±)
ALPHA	95'	125'	220'
BETA	95'	125'	220'
GAMMA	95'	125'	220'



1 EAST ELEVATION
SCALE: 3/32" = 1'-0" ±

FULL SCALE PRINT IS ON 22"x34" MEDIA
HALF SCALE PRINT IS ON 11"x17" MEDIA

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FAX: 847-698-6401

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MGD LOC#
5000948763
PSLC #113385

JACKSON WT_
TEMP_RELO

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

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CHECKED BY: PP

DATE: 12/05/23

PROJECT #: 194-113

SHEET TITLE
SITE
ELEVATION

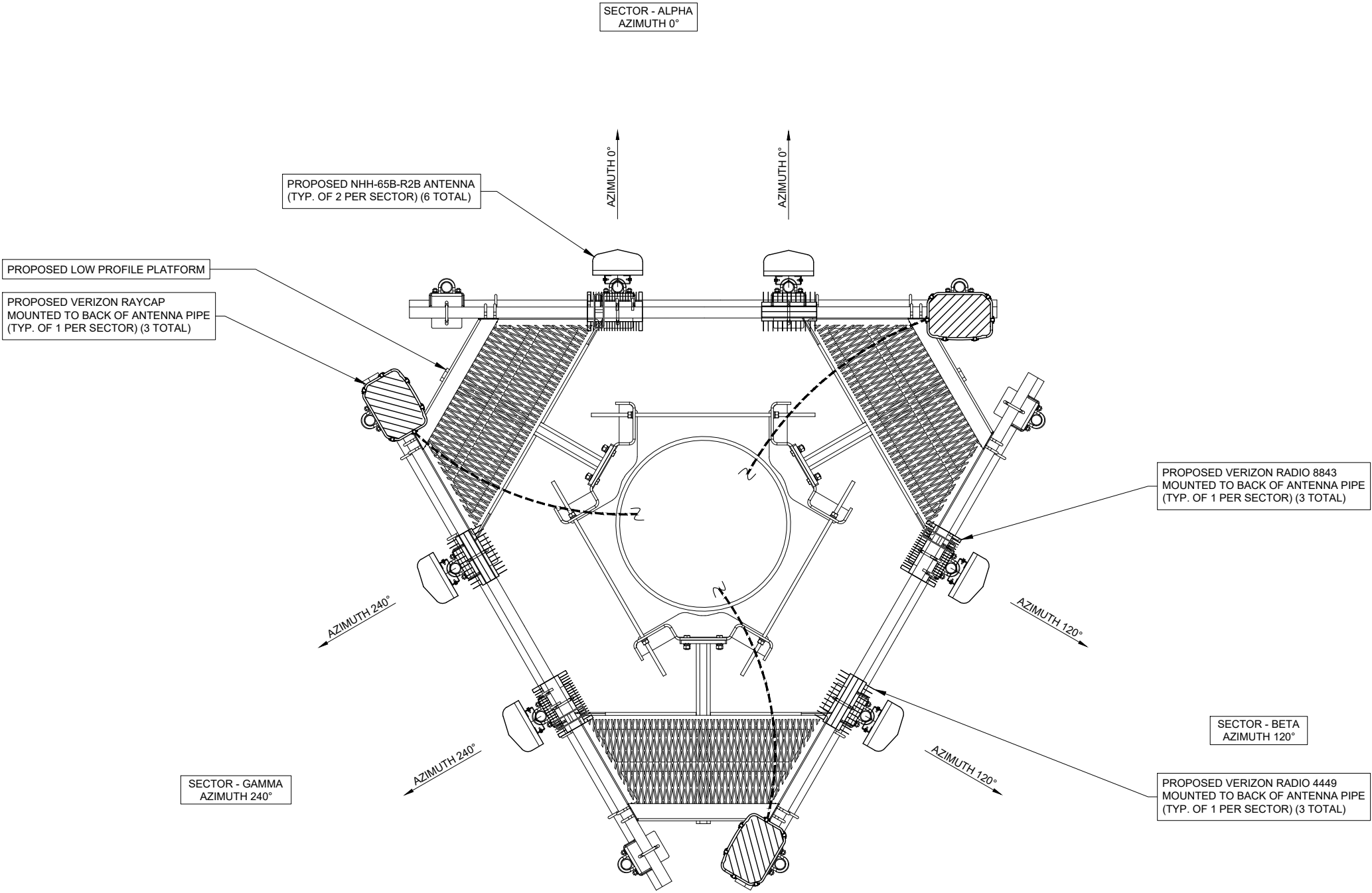
SHEET NUMBER

ANT-1

NOTES:
THIS DRAWING IS FOR EXHIBIT AND
LAYOUT PURPOSES ONLY.

PLEASE REFER TO STRUCTURAL ANALYSIS
PROVIDED BY OTHERS

MOUNT SPECIFICATIONS BY OTHERS.
TERRA CONSULTING GROUP WAS
NOT CONTRACTED TO ANALYZE THE
PROPOSED MOUNTS.



1 PROPOSED ANTENNA LAYOUT
N.T.S.

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REVISIONS				BY	DATE
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TEMP_RELO

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CHECKED BY:	PP
DATE:	12/05/23
PROJECT #:	194-113

SHEET TITLE
ANTENNA
PLAN VIEW

SHEET NUMBER
ANT-2



MIDWEST > Upper Midwest > Illinois/Wisconsin > Milwaukee > JACKSON_WT_TEMP_Relo
Mehta, Kunjan - kunjan.mehta@one.verizon.com - 20240213_062602

Project Details		Location Information	
Carrier Aggregation	N	Site Id	617444328
Ecip	N	Search Ring#	
Project Name	JACKSON_WT_TEMP_RELO	E-NodeB ID#	null
Project Alt Name	JACKSON_WT_TEMP_RELO	PSLC#	0
Project Id	17248040	Switch Name	Milwaukee
Designed Sector Carrier 4G	12	Tower Type	
Designed Sector Carrier 5G	3	Site Type	TEMPORARY
Additional Sector Carrier 4G	0	Street Address	W227 N16551 Cedar Parkway
Additional Sector Carrier 5G	0	City	Jackson
Suffix		State	WI
FP Solution Type & Tech Type	MCR;4G_700;4G_AWS;4G_AWS3;5G_L-Sub 6;5G_PCS;4G_PCS	Zip Code	53037
		County	Washington
		Latitude	43.320025/ 43° 19' 12.090"
		Longitude	-88.190906/ 88° 11' 27.262"

1 RFDS TITLE SHEET
N.T.S.

Antenna Summary										
Added Antenna										
700	1900	AWS	AWS3	Make	Model	Centerl ine	Tip Height	Azimuth	Install Type	Quantity
LTE	LTE,5G	LTE	LTE	COMMSCOPE	NHH-65B-R2B	120	123	0(1),120(2),240(3)	PHYSICAL	6

Removed Antenna										
700	1900	AWS	AWS3	Make	Model	Centerl ine	Tip Height	Azimuth	Install Type	Quantity

Retained Antenna										
700	1900	AWS	AWS3	Make	Model	Centerl ine	Tip Height	Azimuth	Install Type	Quantity

Added: 6 Removed: 0 Retained: 0

2 ANTENNA SUMMARY
N.T.S.

Non Antenna Summary								
Added Non Antenna								
Equipment Type	Location	700	1900	AWS	Make	Model	Install Type	Quantity
RRU	Tower	LTE			Ericsson	4449	PHYSICAL	3
RRU	Tower		LTE,5G	LTE	Ericsson	8843	PHYSICAL	3
Hybrid Cable	Tower				COMMSCOPET-001	HFT1206-24SV4-xxxG	PHYSICAL	3
OVP	Tower				RAYCAPINC-001	RVZDC-3315-PF-48	PHYSICAL	3

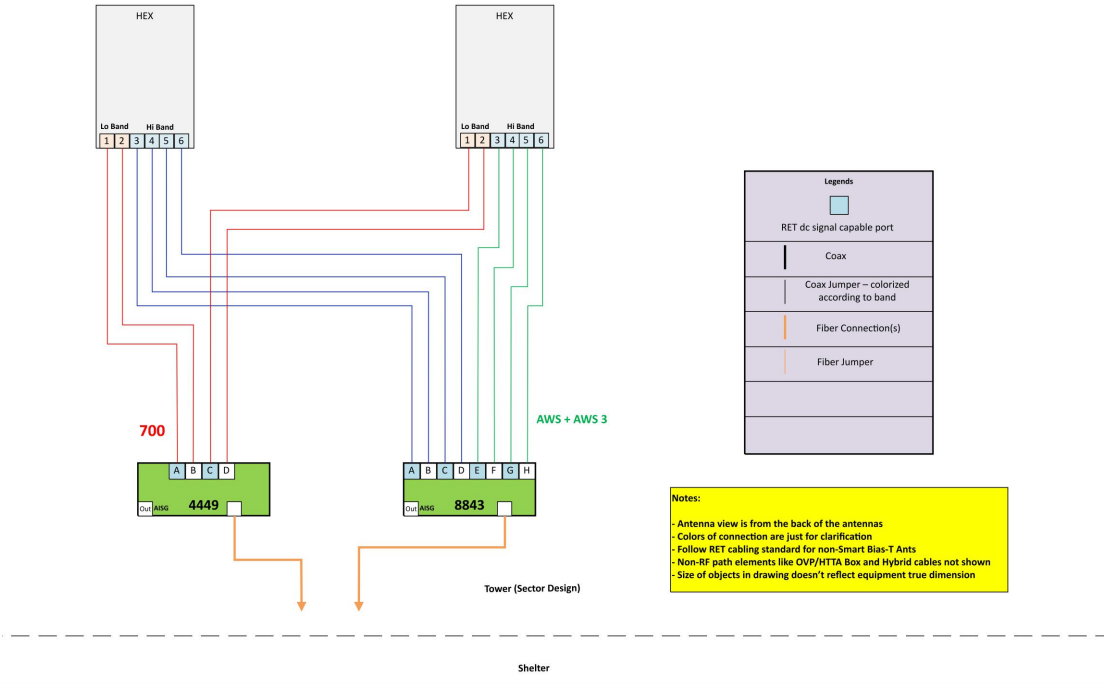
Removed Non Antenna								
Equipment Type	Location	700	1900	AWS	Make	Model	Install Type	Quantity

Retained Non Antenna								
Equipment Type	Location	700	1900	AWS	Make	Model	Install Type	Quantity

Added: 12 Removed: 0 Retained: 0

3 EQUIPMENT SUMMARY
N.T.S.

Alpha, Beta, Gamma



4 CABLE DIAGRAM
N.T.S.

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		4			
		5			
		6			

MGD LOC#
5000948763
PSLC #113385
JACKSON_WT_TEMP_RELO

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

DRAWN BY:	TJS
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PROJECT #:	194-113

SHEET TITLE
ANTENNA
INFORMATION

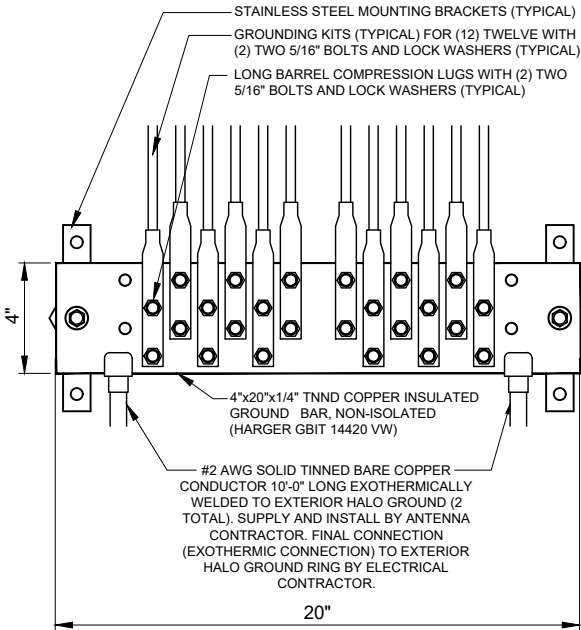
SHEET NUMBER
ANT-3

GROUNDING ELECTRODE SYSTEM NOTES:

1. ALL GROUNDING CONNECTIONS SHALL BE MADE BY THE EXOTHERMIC PROCESS CONNECTIONS SHALL INCLUDE ALL CABLE TO CABLE, SPLICES, ETC. ALL CABLE TO GROUND RODS, GROUND RODS SPLICES AND LIGHTNING PROTECTION SYSTEM AS INDICATED. GROUND FOUNDATION ONLY AS INDICATED BY PM. ALL MATERIALS USED (MOLDS, WELDING, METAL, TOOLS, ETC.) SHALL BE BY EXOTHERMIC PROCESS AND INSTALLED PER MANUFACTURERS RECOMMENDATIONS AND PROCEDURES.GROUND CONDUCTOR SHALL HAVE A MINIMUM 24" BENDING RADIUS.
2. ALL EXOTHERMIC CONNECTIONS ON GALVANIZED SURFACES SHALL BE CLEANED THOROUGHLY AND COLORED TO MATCH SURFACE WITH (2) TWO COATS OF SHERWIN-WILLIAMS GALVITE (WHITE) PAINT B50W3 (OR EQUAL) OR SHERWIN- WILLIAMS SILVERBRITE (ALUMINUM) B59S11 (OR EQUAL). ALL ELECTRICAL & MECHANICAL GROUND CONNECTIONS SHALL HAVE ANTI-OXIDANT COMPOUND APPLIED TO CONNECTION
3. FENCE/GATE: GROUND FENCE POSTS WITHIN 6 FEET OF ENCLOSURE AND 25 FEET OF TOWER AS INDICATED ON DRAWINGS. GROUND EACH GATE POST AND CORNER POST. GROUND CONNECTIONS TO FENCE POSTS SHALL BE MADE BY THE EXOTHERMIC PROCESS AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES. ALL OTHER CONNECTIONS FOR THE GROUND GRID SYSTEM SHALL BE MADE BY THE EXOTHERMIC PROCESS, AND INSTALLED PER MANUFACTURER'S RECOMMENDATIONS AND PROCEDURES.
4. AFTER INSTALLATION OF THE CANOPY AT THE DOOR, GC/EC IS TO BOND THE CANOPY TO THE DOOR FRAME WITH A #2 CONDUCTOR. USE DOUBLE-LUG CONNECTION. PREP AND PAINT SURFACE TO MATCH AFTER INSTALLATION.
5. UTILITY COMPANY COORDINATION: ELECTRICAL CONTRACTOR SHALL CONFIRM THAT ALL WORK IS IN ACCORDANCE WITH THE RULES OF THE LOCAL UTILITY COMPANY BEFORE SUBMITTING THE BID, THE CONTRACTOR SHALL CHECK WITH THE UTILITY COMPANIES SUPPLYING SERVICE TO THIS PROJECT AND SHALL DETERMINE FROM THEM ALL EQUIPMENT AND CHARGES WHICH THEY WILL REQUIRE AND SHALL INCLUDE THE COST IN THE BID.
6. GROUND TEST: GROUND TESTS SHALL BE PERFORMED AS REQUIRED BY LESSEE STANDARD PROCEDURES. GROUND GRID RESISTANCE SHALL NOT EXCEED 5 OHMS.
7. CONTRACTOR SHALL SUBMIT THE GROUND RESISTANCE TEST REPORT AS FOLLOWS:
ONE (1) COPY TO OWNER REPRESENTATIVE
ONE (1) COPY TO ENGINEER
ONE (1) COPY TO KEEP INSIDE EQUIPMENT ENCLOSURE

NOTE:

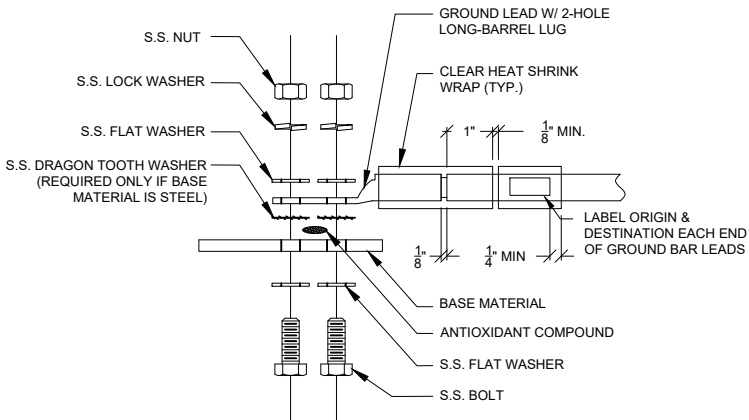
DO NOT ATTACH GROUND BARS ON ANY OF THE TANKS COATED SURFACES



1 EXTERIOR GROUND BAR DETAIL
N.T.S.

NOTES:

1. ALL HARDWARE 18-8 STAINLESS STEEL INCLUDING BELLEVILLES. COAT ALL SURFACES WITH KOPR-SHIELD BEFORE MATING.
2. FOR GROUND BOND TO STEEL ONLY: INSERT A DRAGON TOOTH WASHER BETWEEN LUG AND STEEL, COAT ALL SURFACES WITH KOPR-SHIELD.
3. GROUND BARS, INSTALL BOLT HEAD TOWARD WALL
4. ENCLOSURES, INSTALL BOLT HEAD ON OUTSIDE OF ENCLOSURE



2 GROUND LUG INSTALLATION DETAIL
N.T.S.



Type GT
THROUGH CABLE TO TOP OF GROUND ROD.



Type TA
TEE OF HORIZONTAL RUN AND TAP CABLES.



Type HS
HORIZONTAL CABLE TAP TO HORIZONTAL STEEL SURFACE OR PIPE. CABLE OFF SURFACE.



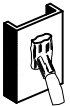
Type VV
THROUGH VERTICAL CABLE TO VERTICAL STEEL SURFACE OR TO THE SIDE OF EITHER HORIZONTAL OR VERTICAL PIPE



Type XB
CROSS OF HORIZONTAL CABLES. LAPPED AND NOT CUT



Type VN
HORIZONTAL CABLE TAP TO VERTICAL STEEL SURFACE OR THE SIDE OF HORIZONTAL PIPE



Type VS
CABLE TAP DOWN AT 45° TO VERTICAL STEEL SURFACE OR SIDE OF HORIZONTAL OR VERTICAL PIPE.



Type GY
THROUGH CABLE TO SIDE OF GROUND ROD



Type GR
CABLE TAP TO TOP OF GROUND ROD

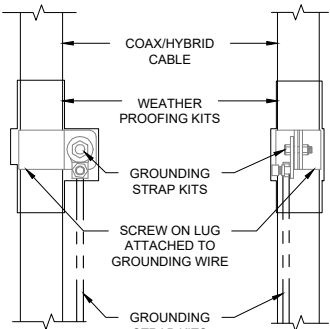
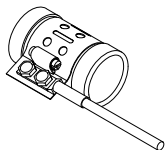


Type NC
THROUGH AND TAP CABLES TO GROUND ROD

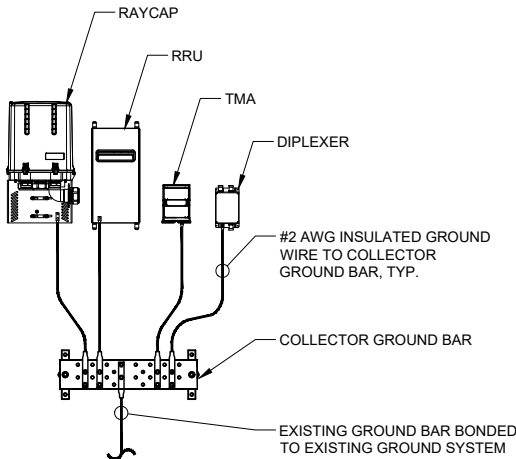
3 EXOTHERMIC WELD DETAILS
EXOTHERMIC AND HARGER ULTRAWELD OR APPROVED EQUAL

NOTES:

1. DO NOT INSTALL CABLE GROUND KIT AT A BEND AND ALWAYS DIRECT GROUND WIRE DOWN TO GROUND BAR.
2. THIS DETAIL IS TYPICAL FOR EACH COAX CABLE WHERE IT IS SPECIFIED TO BE GROUNDED
3. CABLE TO BE GROUNDED AT ANTENNA LEVEL AND PRIOR TO ENTERING SHELTER ENTRY PANEL.
4. CABLE ALSO TO BE GROUNDED TO GROUND BAR AT TOWER BASE IF APPLICABLE.
5. USE ONLY TIN PLATED GROUNDING KITS.



4 COAX / HYBRID CABLE GROUND KIT DETAIL
N.T.S.



NOTES:

1. DETAIL IS CONCEPTUAL ONLY. PLEASE SEE ECR AND LAYOUT SHEETS FOR ACTUAL EQUIPMENT CONFIGURATION.
2. GROUND CONNECTIONS MUST BE DOUBLE HOLE CONNECTION. SPECIAL EXCEPTION ONLY TO EQUIPMENT THAT WILL NOT ALLOW FOR A DOUBLE HOLE CONNECTION.

5 TYPICAL APPURTENANCE GROUNDING
SCALE: N.T.S.

verizon
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MGD LOC#
5000948763
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JACKSON WT_
TEMP_RELO

W227 N16551
CEDAR PARKWAY
JACKSON, WI 53037

DRAWN BY:	TJS
CHECKED BY:	PP
DATE:	12/05/23
PROJECT #:	194-113

SHEET TITLE
GROUNDING
DETAILS

SHEET NUMBER

E-1

JACKSON WT TEMP

125' MONOPOLE W/ LS-20 (CENTERED)

THIS STRUCTURE IS NOT INTENDED TO BE
PERMANENT. SEE SHEET N1 NOTES REGARDING
REDUCED LOADING AND DESIGN SERVICE LIFE.

LOCATION:

W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
WASHINGTON COUNTY

DRAWING INDEX

T1	TITLE SHEET
N1	NOTES & SPECIFICATIONS
S1	PLAN VIEW
S2	SECTIONS
S3	MONOPOLE SIZE AND LOADING



651 W. Galena Park Blvd., Suite 101 (801) 990-1775
Draper, UT 84020 www.vectorse.com
VI FIRM LICENSE #: 3372-11



Creative Design and Machining, Inc.
969 Griffin Pond Road - Clarks Summit, PA 18411
Phone (570) 587-3077 Fax (570) 587-3075

DATE: 2/22/24	DESIGNED: JJB	DRAFTER: JJB
REVISIONS		
REV	DATE	DESCRIPTION

TITLE SHEET

JACKSON WT TEMP
125' MONOPOLE W/ LS-20 (CENTERED)
W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
WASHINGTON COUNTY



02/22/2024

U1140.0270.242

T1

REV
0

GENERAL STRUCTURAL NOTES
1. ANY ITEMS REFERENCED AS BEING ON "HOLD" ARE TO BE INCLUDED IN THE WORK AS SHOWN, HOWEVER, CONSTRUCTION OR FABRICATION IS NOT TO BEGIN UNTIL THE "HOLD" REFERENCE IS REMOVED. 2. THE INTEGRITY OF THIS STRUCTURE IS DESIGNED TO BE ATTAINED IN ITS COMPLETED STATE. WHILE UNDER CONSTRUCTION ANY TEMPORARY BRACING OR SHORING WHICH MAY BE REQUIRED TO MAINTAIN STABILITY PRIOR TO COMPLETION SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR. 3. THE DIMENSIONS, LOCATIONS, AND ELEVATIONS OF ANY EXISTING STRUCTURES WHICH RELATE TO OR INFLUENCES NEW CONSTRUCTION SHALL BE VERIFIED BY FIELD MEASUREMENT BY THE CONTRACTOR PRIOR THE PREPARATION AND SUBMISSION OF CHECKED SHOP DRAWINGS TO THE ENGINEER OF RECORD FOR REVIEW. 4. PROTECTION OF EXISTING STRUCTURES DURING THE COURSE OF CONSTRUCTION SHALL BE THE RESPONSIBILITY OF THE GENERAL CONTRACTOR. 5. FOUNDATION DESIGN IS BASED ON THE FOLLOWING PRESUMPTIVE SOIL VALUES: PRESUMPTIVE SOIL BEARING: 1500 PSF COEFFICIENT OF FRICTION: 0.25 6. ABOVE-GRADE FOUNDATION MAY NOT BE PLACED ON MUD, ORGANIC SILT, ORGANIC CLAYS, PEAT, OR UNPREPARED FILL. 7. VECTOR STRUCTURAL ENGINEERING STRONGLY RECOMMENDS INDEPENDENT SOILS TESTING BE PERFORMED BY A LICENSED GEOTECHNICAL ENGINEER TO VERIFY SOIL BEARING CAPACITY, SLOPE STABILITY, AND ANY OTHER RELATED SOIL PARAMETERS, AS REQUIRED. MATERIAL BELOW BALLASTED BASE FRAME SHALL BE FLAT, COMPACTED, AND SHALL CONSIST OF UNIFORM MATERIAL. WHERE FROST DEPTH >0", BEARING MATERIAL SHALL BE GRANULAR TO REDUCE FROST HEAVE SUSCEPTIBILITY.
DESIGN CRITERIA
STRUCTURAL DESIGN IS BASED ON THE WISCONSIN UNIFORM COMMERCIAL BUILDING CODE (2015 IBC) AND THE TIA-222-G STANDARD DESIGN LOADS: WIND: WIND SPEED = 92 MPH (3-SEC GUST) PER THE ASCE 7-10 STANDARD RISK CATEGORY / STRUCTURE CLASS: II EXPOSURE: C TOPOGRAPHIC CATEGORY: 1 CREST HEIGHT: 0 FT ELEVATION: 921 FT ABOVE SEA LEVEL THIS STRUCTURE HAS BEEN DESIGNED FOR A MAXIMUM SERVICE LIFE OF 1 YEAR. PER ASCE 37-14 SECTION 6.2.1, THE ASCE ASCE 7-10 DESIGN WIND SPEED OF 115 MPH IS PERMITTED TO BE REDUCED BY 20%. THUS, THE STRUCTURE HAS BEEN DESIGNED FOR THE REDUCED WIND SPEED PROVIDED ABOVE. IF SITE IS DEPLOYED LONGER THAN THE SERVICE LIFE NOTED ABOVE, CONTACT EOR FOR ADDITIONAL ANALYSIS. ICE: 0.75" RADIAL ICE THICKNESS @ 40 MPH (3-SEC GUST) PER THE TIA-222-G STANDARD

BASE DESIGN REACTIONS
MOMENT, M = 824 K-FT (1.0 WIND) SHEAR, V = 9.8 K (1.0 WIND) AXIAL, P = 36.8 K (1.2 DEAD + 1.0 ICE) BASE REACTIONS OCCUR AT THE BASE OF THE MONOPOLE.

STRUCTURAL STEEL NOTES
1. POLYGONAL MONOPOLE SHAFT STEEL SHALL CONFORM w/ ASTM A572 GR. 65, U.N.O. 2. STRUCTURAL STEEL MATERIALS SHALL CONFORM TO THE FOLLOWING ASTM SPECIFICATIONS: BALLAST FRAME STEEL (ALL BENT PLATES, STIFFENERS, ETC) SHALL CONFORM TO ASTM A572 GR. 65 U.N.O. ALL BASEPLATES SHALL CONFORM TO A572 GR. 50 THREADED RODS AT BASE PLATE SHALL CONFORM TO ASTM F1554 GR. 105 OR A193 GR. B7 STRUCTURAL BOLTS ARE TO BE ASTM F3125 GR. A325X, U.N.O. 3. REINFORCED PORT STEEL SHALL CONFORM w/ ASTM A572 GR. 50 OR EQUIVALENT, U.N.O. 4. ALL WELDING SHALL BE PERFORMED IN ACCORDANCE WITH THE SPECIFICATIONS AND PROCEDURES OF THE AMERICAN WELDING SOCIETY (AWS) BY CERTIFIED WELDERS WHO ARE IN GOOD STANDING. WELDING FOR STRUCTURAL STEEL SHALL BE MADE WITH E80 LOW HYDROGEN ELECTRODES OR EQUIVALENT. 5. HOLES SHALL NOT BE CUT THROUGH MEMBERS UNLESS INDICATED OR PRE-APPROVED BY THE ENGINEER OF RECORD. 6. ALL STEEL SURFACES SHALL BE GALVANIZED IN ACCORDANCE WITH ASTM 123 STANDARD 3. ALL STEEL HARDWARE SHALL BE HOT DIP GALVANIZED PER ASTM F2329, U.N.O. A490 BOLTS ARE NOT PERMITTED TO BE HOT DIP GALVANIZED. THEY MAY BE COATED WITH DACROMET (ASTM F1136) OR MAGNI 565 (ASTM F2833), OR A490-3 BOLTS MAY BE USED. 4. ALL STRUCTURAL BOLTS & THREADED RODS SHALL BE TIGHTENED PER AN APPROVED PRETENSIONING METHOD AS DEFINED BY AISC. FOR EASE OF INSPECTION, THE "TURN-OF-NUT" METHOD AS DEFINED BY AISC WITH MATCH-MARKING TECHNIQUES IS RECOMMENDED. 5. ALL BOLT HOLES SHALL BE STANDARD SIZE PER TABLE J3.3 OF AISC U.N.O WASHERS ARE REQUIRED FOR ANY CONNECTION THAT HAS LARGER THAN STANDARD SIZED BOLT HOLES. 6. ALL HEAVY HEX NUTS SHALL BE ASTM A563 GR. C OR DH OR EQUIVALENT. 7. ALL HARDENED WASHERS SHALL BE ASTM F436 OR EQUIVALENT.

SPECIAL INSPECTIONS
1. STEEL FABRICATION SHALL BE DONE ON THE PREMISES OF A FABRICATOR REGISTERED AND APPROVED AS REQUIRED BY THE BUILDING OFFICIAL TO PERFORM SUCH WORK WITHOUT SPECIAL INSPECTION. ALTERNATIVELY, SPECIAL INSPECTION OF MATERIALS, WELDING, AND FABRICATION PROCEDURES SHALL BE REQUIRED FOR FABRICATION BY AN UNAPPROVED FABRICATOR. 2. NO FIELD WELDING SHALL BE PERMITTED 3. THE FOLLOWING SPECIAL INSPECTIONS SHALL BE REQUIRED PER CHAPTER 17 OF THE BUILDING CODE: SPECIAL INSPECTION OF HIGH-STRENGTH BOLTING (WHEN APPLICABLE): PERIODIC SPECIAL INSPECTION IF BOLTS ARE PRETENSIONED WITH MATCH-MARKING TECHNIQUES CONTINUOUS SPECIAL INSPECTION OF ALL OTHER HIGH-STRENGTH BOLTING 4. SPECIAL INSPECTION IS NOT REQUIRED FOR WORK OF A MINOR NATURE OR AS WARRANTED BY CONDITIONS IN THE JURISDICTION AS APPROVED BY THE BUILDING OFFICIAL. THUS, SPECIAL INSPECTION ITEMS ABOVE MAY BE WAIVED AS DEEMED APPROPRIATE BY THE BUILDING OFFICIAL.
STRUCTURAL OBSERVATION
NO STRUCTURAL OBSERVATION IS REQUIRED.



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WI FIRM LICENSE #: 3372-11



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969 Griffin Pond Road – Clarks Summit, PA 18411
Phone (570) 587-3077 Fax (570) 587-3075

DATE: 2/22/24DESIGNED: JJB
DRAFTER: JJB

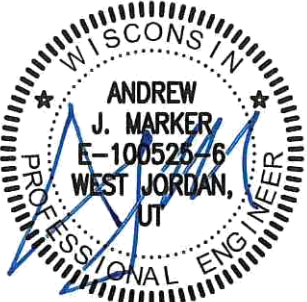
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NOTES & SPECIFICATIONS

JACKSON WT TEMP

125' MONOPOLE W/ LS-20 (CENTERED)

W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
WASHINGTON COUNTY



02/22/2024

U1140.0270.242

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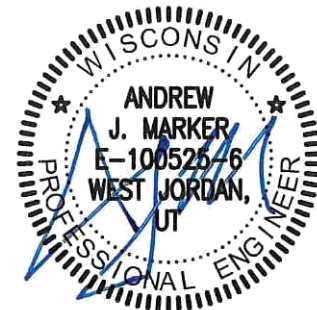
Page 173 of 361

DATE: 2/22/24 DESIGNED: JJB DRAFTER: JJB

REVISIONS		
REV	DATE	DESCRIPTION

SECTIONS

JACKSON WT TEMP
125' MONOPOLE W/ LS-20 (CENTERED)
W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
WASHINGTON COUNTY

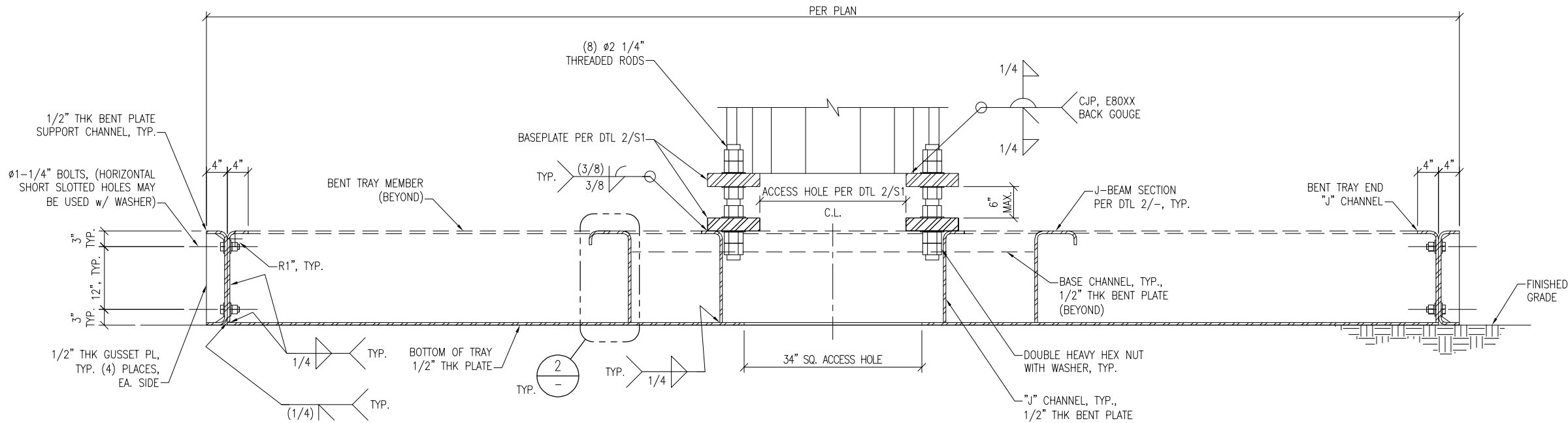


02/22/2024

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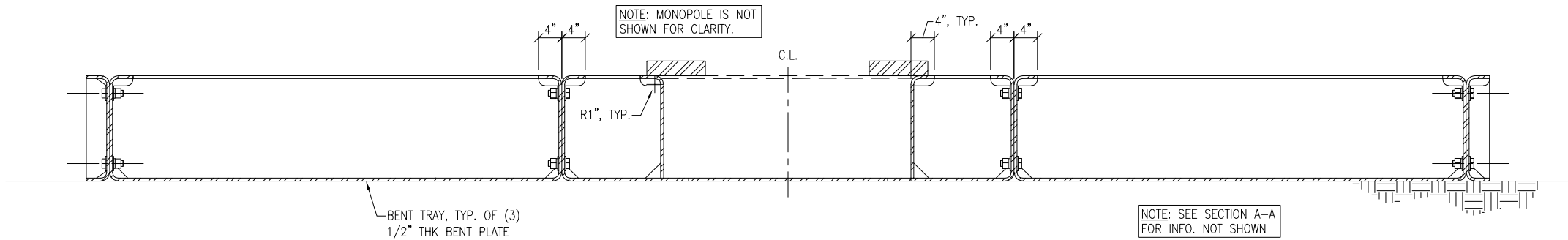


SECTION A-A



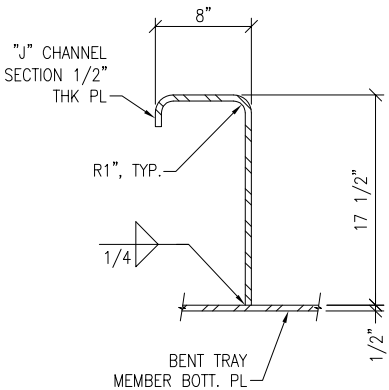
SECTION B-B

NOTE: SEE SECTION A-A
FOR INFO. NOT SHOWN



SECTION C-C

NOTE: SEE SECTION A-A
FOR INFO. NOT SHOWN



N.T.S.

2

SECTIONS

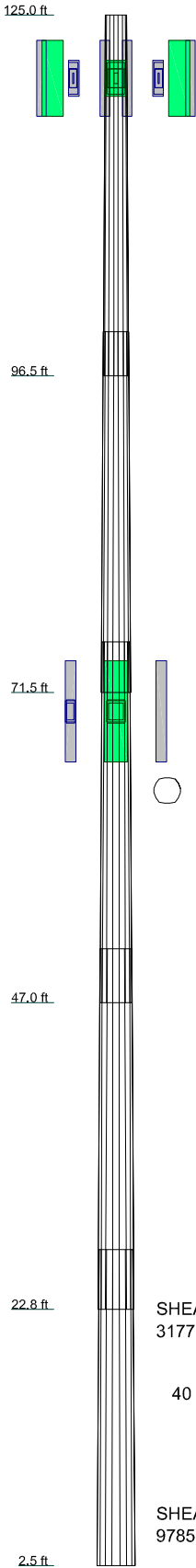
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1

NOTE:
THE LOADING ON THE MONOPOLE
SHALL BE VERIFIED TO BE CORRECT
PRIOR TO ERECTION. CONTACT EOR
IF DISCREPANCIES OCCUR.

NOTE:
PLEASE REFER TO THE TRANSAMERICAN POWER
PRODUCTS, INC. TOWER FABRICATION DRAWINGS
SITE #LP-STP36HD-125', DATED 05/08/21

Section	1	2	3	4	5
Length (ft)	28.50	28.50	28.50	28.50	25.00
Number of Sides	18	18	18	18	18
Thickness (in)	0.1875	0.1875	0.2500	0.2500	0.2500
Socket Length (ft)	3.50	4.00	4.25	4.75	
Top Dia (in)	20.8300	23.9081	26.9171	29.7666	32.5470
Bot Dia (in)	24.7665	27.8446	30.8536	33.7031	36.0000
Grade			A572-65		
Weight (lb)	1305.0	1482.6	2203.6	2422.9	2296.7



DESIGNED APPURTENANCE LOADING			
TYPE	ELEVATION	TYPE	ELEVATION
(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	120	Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120	Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120	RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	120
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120	Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	70
(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	120	Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	70
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	70
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120	Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	70
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120	Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	70
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Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	70
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120		

MATERIAL STRENGTH					
GRADE	Fy	Fu	GRADE	Fy	Fu
A572-65	65 ksi	80 ksi			

- TOWER DESIGN NOTES**
1. Tower is located in Washington County, Wisconsin.
 2. Tower designed for Exposure C to the TIA-222-G Standard.
 3. Tower designed for a 92 mph basic wind in accordance with the TIA-222-G Standard.
 4. Tower is also designed for a 40 mph basic wind with 0.75 in ice. Ice is considered to increase in thickness with height.
 5. Deflections are based upon a 60 mph wind.
 6. Tower Risk Category II.
 7. Topographic Category 1 with Crest Height of 0.00 ft
 8. TOWER RATING: 60.6%

Vector Structural Engineering 651 W Galena Park Blvd, Suite 101 Draper, UT 84020 Phone: (801) 990-1775 FAX: (801) 990-1776	Job: Jackson WT Temp		
	Project: U1140.0270.242		
	Client: CDMI	Drawn by: joshua.blom	App'd:
	Code: TIA-222-G	Date: 02/21/24	Scale: NTS
	Path:		Dwg No. E-1

ELEVATION
N.T.S.



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DATE: 2/22/24			DESIGNED: JJB	DRAFTER: JJB
REVISIONS				
REV	DATE	DESCRIPTION		

MONOPOLE SIZE AND LOADING

JACKSON WT TEMP

125' MONOPOLE W/ LS-20 (CENTERED)

W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
WASHINGTON COUNTY



02/22/2024

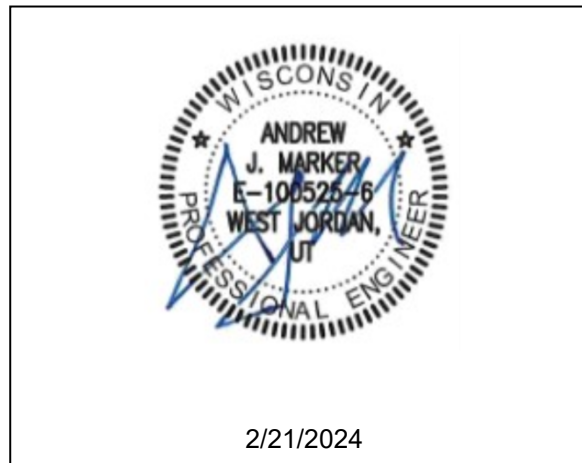
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STRUCTURAL CALCULATIONS
for
JACKSON WT TEMP
125' MONOPOLE W/ LS-20 (CENTERED)
at
W227 N16551 CEDAR PARKWAY
JACKSON, WI 53037
for
CDMI



BY: ANDREW MARKER, P.E.
PROJECT ENGINEER

WI Firm License #: 3372-11

PROJECT #: U1140.0270.242

DATE: February 21, 2024

DESIGNED BY JJB; CHECKED BY YCA

Note:

The calculations presented in this package are intended for a single use at the location indicated above, for the client listed above. These calculations shall not be reproduced, reused, "card filed", sold to a third party, or altered in any way without the written authorization of Vector Structural Engineering, LLC and CDMI.

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JOB NO.: U1140.0270.242

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PROJECT: JACKSON WT TEMP

Design Criteria:

Code: Structural design is based on the Wisconsin Uniform Commercial Building Code (2015 IBC) and the TIA-222-G standard.

Wind: Basic wind speed = 92 mph (3-second gust) per the ASCE 7-10 standard
Risk Category / Structure Class: II
Wind exposure: C
Topographic category: 1
Crest height: 0 ft

Ice: 0.75" radial ice @ 40 mph basic wind speed (3-second gust) per the TIA-222-G standard

General Notes:

- 1 The contractor shall verify dimensions, conditions and elevations before starting work. The engineer shall be notified immediately if any discrepancies are found.
- 2 The typical notes and details shall apply in all cases unless specifically detailed elsewhere. Where no detail is shown, the construction shall be as shown for other similar work and as required by the building code.
- 3 These calculations are limited to the structural members shown in these calculations only.
- 4 The contractor shall be responsible for compliance with local construction safety orders. Approval of shop drawings by the architect or structural engineer shall not be construed as accepting this responsibility.
- 5 All structural framing members shall be adequately shored and braced during erection and until full lateral and vertical support is provided by adjoining members.

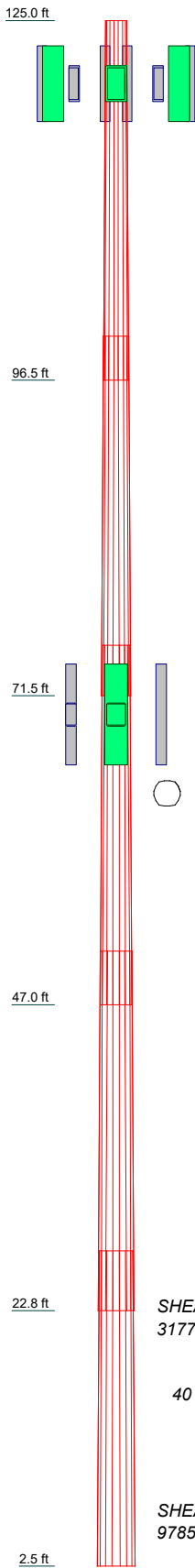
Structural Steel:

- 1 All structural steel code checks based on the AISC-LRFD, 3rd Edition per the TIA-222-G standard
- 2 All 18-sided, tapered shaft steel to be per ASTM A572 GR. 65, U.N.O.
- 3 The design length of slip splices is equal to 1.67 times the inside width of the base of the upper section. Slip splice length tolerance is equal to $\pm 10\%$ of the design slip splice length.
- 4 All other structural steel shapes & plates shall be per ASTM A572 GR. 50, U.N.O.
- 5 All bolts for steel-to-steel connections shall be per ASTM F3125 GR. A325 U.N.O.
- 6 All bolted connections shall be tightened per the "turn-of-nut" method as defined by AISC.
- 7 All welding shall be performed by certified welders in accordance with the latest edition of the American Welding Society (AWS) D1.1. Utilize minimum E70XX low-hydrogen electrode U.N.O. or where higher strength electrode is required by AWS D1.1
- 8 All steel surfaces shall be galvanized in accordance with ASTM A123 and ASTM F2329 standards, thoroughly coated with a zinc-rich primer, or otherwise protected as noted on the structural drawings.

Foundation:

- 1 Foundation design is based on presumptive soil parameters. Vector Structural Engineering, LLC strongly recommends independent soils testing be performed by a licensed geotechnical engineer to verify soil bearing capacities, slope stability, and any other related soil parameters, as required.

Section	1	2	3	4	5	
Length (ft)	28.50	28.50	28.50	28.50	25.00	9710.7
Number of Sides	18	18	18	18	18	
Thickness (in)	0.1875	0.1875	0.2500	0.2500	0.2500	
Socket Length (ft)	3.50	4.00	4.25	4.75	32.5470	
Top Dia (in)	20.8300	23.9081	26.9171	29.7666	36.0000	
Bot Dia (in)	24.7665	27.8446	30.8536	33.7031		
Grade			A572-65			
Weight (lb)	1305.0	1482.6	2203.6	2422.9	2296.7	



DESIGNED APPURTENANCE LOADING

TYPE	ELEVATION	TYPE	ELEVATION
(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	120	Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120	Raycap RXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120	RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	120
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Raycap RXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120	Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	70
(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	120	Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	70
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	70
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	120	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	70
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	120	Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	70
Raycap RXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	120	Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	70
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Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	120	RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	70
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	120		

MATERIAL STRENGTH

GRADE	Fy	Fu	GRADE	Fy	Fu
A572-65	65 ksi	80 ksi			

TOWER DESIGN NOTES

1. Tower is located in Washington County, Wisconsin.
2. Tower designed for Exposure C to the TIA-222-G Standard.
3. Tower designed for a 92 mph basic wind in accordance with the TIA-222-G Standard.
4. Tower is also designed for a 40 mph basic wind with 0.75 in ice. Ice is considered to increase in thickness with height.
5. Deflections are based upon a 60 mph wind.
6. Tower Risk Category II.
7. Topographic Category 1 with Crest Height of 0.00 ft
8. TOWER RATING: 60.6%

Vector Structural Engineering
 651 W Galena Park Blvd, Suite 101
 Draper, UT 84020
 Phone: (801) 990-1775
 FAX: (801) 990-1776

Job: **Jackson WT Temp**
 Project: **U1140.0270.242**
 Client: CDMI
 Code: TIA-222-G
 Path: <https://www.vectorstructuralengineering.com>
 Drawn by: joshua.blom
 Date: 02/21/24
 App'd:
 Scale: NTS
 Dwg No. E-1

tnxTower Vector Structural Engineering 651 W Galena Park Blvd, Suite 101 Draper, UT 84020 Phone: (801) 990-1775 FAX: (801) 990-1776	Job	Jackson WT Temp	Page	1 of 28
	Project	U1140.0270.242	Date	10:19:05 02/21/24
	Client	CDMI	Designed by	joshua.blom

Tower Input Data

The tower is a monopole.

This tower is designed using the TIA-222-G standard.

The following design criteria apply:

Tower is located in Washington County, Wisconsin.

ASCE 7-10 Wind Data is used.

Basic wind speed of 92 mph.

Risk Category II.

Exposure Category C.

Topographic Category 1.

Crest Height 0.00 ft.

Nominal ice thickness of 0.7500 in.

Ice thickness is considered to increase with height.

Ice density of 56 pcf.

A wind speed of 40 mph is used in combination with ice.

Deflections calculated using a wind speed of 60 mph.

A non-linear (P-delta) analysis was used.

Pressures are calculated at each section.

Stress ratio used in pole design is 1.

Local bending stresses due to climbing loads, feed line supports, and appurtenance mounts are not considered.

Options

Consider Moments - Legs	Assume Legs Pinned	√ Calculate Redundant Bracing Forces
Consider Moments - Horizontals	√ Assume Rigid Index Plate	Ignore Redundant Members in FEA
Consider Moments - Diagonals	√ Use Clear Spans For Wind Area	SR Leg Bolts Resist Compression
Use Moment Magnification	√ Use Clear Spans For KL/r	√ All Leg Panels Have Same Allowable
√ Use Code Stress Ratios	√ Retension Guys To Initial Tension	Offset Girt At Foundation
√ Use Code Safety Factors - Guys	√ Bypass Mast Stability Checks	Consider Feed Line Torque
Escalate Ice	√ Use Azimuth Dish Coefficients	Include Angle Block Shear Check
Always Use Max Kz	√ Project Wind Area of Appurtenances	Use TIA-222-G Bracing Resist. Exemption
Use Special Wind Profile	Alternative Appurt. EPA Calculation	Use TIA-222-G Tension Splice Exemption
√ Include Bolts In Member Capacity	√ Autocalc Torque Arm Areas	Poles
√ Leg Bolts Are At Top Of Section	√ Add IBC .6D+W Combination	Include Shear-Torsion Interaction
√ Secondary Horizontal Braces Leg	Sort Capacity Reports By Component	Always Use Sub-Critical Flow
Use Diamond Inner Bracing (4 Sided)	√ Triangulate Diamond Inner Bracing	Use Top Mounted Sockets
SR Members Have Cut Ends	Treat Feed Line Bundles As Cylinder	Pole Without Linear Attachments
SR Members Are Concentric	Ignore KL/ry For 60 Deg. Angle Legs	Pole With Shroud Or No Appurtenances
Distribute Leg Loads As Uniform	Use ASCE 10 X-Brace Ly Rules	Outside and Inside Corner Radii Are Known

Tapered Pole Section Geometry

Section	Elevation	Section Length	Splice Length	Number of Sides	Top Diameter	Bottom Diameter	Wall Thickness	Bend Radius	Pole Grade
	ft	ft	ft		in	in	in	in	
L1	125.00-96.50	28.50	3.50	18	20.8300	24.7665	0.1875	0.7500	A572-65 (65 ksi)
L2	96.50-71.50	28.50	4.00	18	23.9081	27.8446	0.1875	0.7500	A572-65 (65 ksi)
L3	71.50-47.00	28.50	4.25	18	26.9171	30.8536	0.2500	1.0000	A572-65 (65 ksi)

tnxTower Vector Structural Engineering 651 W Galena Park Blvd, Suite 101 Draper, UT 84020 Phone: (801) 990-1775 FAX: (801) 990-1776	Job	Jackson WT Temp	Page	2 of 28
	Project	U1140.0270.242	Date	10:19:05 02/21/24
	Client	CDMI	Designed by	joshua.blom

Section	Elevation ft	Section Length ft	Splice Length ft	Number of Sides	Top Diameter in	Bottom Diameter in	Wall Thickness in	Bend Radius in	Pole Grade
L4	47.00-22.75	28.50	4.75	18	29.7666	33.7031	0.2500	1.0000	A572-65 (65 ksi)
L5	22.75-2.50	25.00		18	32.5470	36.0000	0.2500	1.0000	A572-65 (65 ksi)

Tapered Pole Properties

Section	Tip Dia. in	Area in ²	I in ⁴	r in	C in	I/C in ³	J in ⁴	It/Q in ²	w in	w/t
L1	21.1224	12.2849	661.3518	7.3281	10.5816	62.4999	1323.5738	6.1436	3.3361	17.792
	25.1196	14.6276	1116.4474	8.7255	12.5814	88.7381	2234.3639	7.3152	4.0289	21.487
L2	24.7389	14.1167	1003.5084	8.4208	12.1453	82.6252	2008.3372	7.0597	3.8778	20.682
	28.2452	16.4594	1590.6168	9.8183	14.1451	112.4504	3183.3266	8.2313	4.5706	24.377
L3	27.8548	21.1603	1901.1308	9.4668	13.6739	139.0337	3804.7631	10.5822	4.2974	17.19
	31.2910	24.2840	2873.4387	10.8643	15.6736	183.3295	5750.6583	12.1443	4.9902	19.961
L4	30.7833	23.4214	2577.9972	10.4784	15.1214	170.4864	5159.3866	11.7129	4.7989	19.196
	34.1845	26.5450	3753.1290	11.8759	17.1212	219.2098	7511.1964	13.2750	5.4917	21.967
L5	33.6767	25.6277	3377.3141	11.4654	16.5339	204.2662	6759.0722	12.8163	5.2883	21.153
	36.5168	28.3676	4580.4961	12.6913	18.2880	250.4646	9167.0194	14.1865	5.8960	23.584

Tower Elevation	Gusset Area (per face)	Gusset Thickness	Gusset Grade	Adjust. Factor A _f	Adjust. Factor A _r	Weight Mult.	Double Angle Stitch Bolt Spacing Diagonals in	Double Angle Stitch Bolt Spacing Horizontal in	Double Angle Stitch Bolt Spacing Redundants in
ft	ft ²	in							
L1 125.00-96.50				1	1	1			
L2 96.50-71.50				1	1	1			
L3 71.50-47.00				1	1	1			
L4 47.00-22.75				1	1	1			
L5 22.75-2.50				1	1	1			

Feed Line/Linear Appurtenances - Entered As Area

Description	Face or Leg	Allow Shield	Exclude From Torque Calculation	Component Type	Placement ft	Total Number	C _A A _A ft ² /ft	Weight plf
1 5/8 Coax	C	No	Yes	Inside Pole	120.00 - 2.50	12	No Ice 1/2" Ice 1" Ice	0.00 0.00 0.00
1 5/8 Coax	C	No	Yes	Inside Pole	71.00 - 2.50	6	No Ice 1/2" Ice 1" Ice	0.00 0.00 0.00

Feed Line/Linear Appurtenances Section Areas

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<i>Tower Section</i>	<i>Tower Elevation ft</i>	<i>Face</i>	<i>A_R ft²</i>	<i>A_F ft²</i>	<i>C_AA_A In Face ft²</i>	<i>C_AA_A Out Face ft²</i>	<i>Weight lb</i>
L1	125.00-96.50	A	0.000	0.000	0.000	0.000	0.00
		B	0.000	0.000	0.000	0.000	0.00
		C	0.000	0.000	0.000	0.000	203.04
L2	96.50-71.50	A	0.000	0.000	0.000	0.000	0.00
		B	0.000	0.000	0.000	0.000	0.00
		C	0.000	0.000	0.000	0.000	216.00
L3	71.50-47.00	A	0.000	0.000	0.000	0.000	0.00
		B	0.000	0.000	0.000	0.000	0.00
		C	0.000	0.000	0.000	0.000	315.36
L4	47.00-22.75	A	0.000	0.000	0.000	0.000	0.00
		B	0.000	0.000	0.000	0.000	0.00
		C	0.000	0.000	0.000	0.000	314.28
L5	22.75-2.50	A	0.000	0.000	0.000	0.000	0.00
		B	0.000	0.000	0.000	0.000	0.00
		C	0.000	0.000	0.000	0.000	262.44

Feed Line/Linear Appurtenances Section Areas - With Ice

<i>Tower Section</i>	<i>Tower Elevation ft</i>	<i>Face or Leg</i>	<i>Ice Thickness in</i>	<i>A_R ft²</i>	<i>A_F ft²</i>	<i>C_AA_A In Face ft²</i>	<i>C_AA_A Out Face ft²</i>	<i>Weight lb</i>
L1	125.00-96.50	A	1.692	0.000	0.000	0.000	0.000	0.00
		B		0.000	0.000	0.000	0.000	0.00
		C		0.000	0.000	0.000	0.000	203.04
L2	96.50-71.50	A	1.646	0.000	0.000	0.000	0.000	0.00
		B		0.000	0.000	0.000	0.000	0.00
		C		0.000	0.000	0.000	0.000	216.00
L3	71.50-47.00	A	1.590	0.000	0.000	0.000	0.000	0.00
		B		0.000	0.000	0.000	0.000	0.00
		C		0.000	0.000	0.000	0.000	315.36
L4	47.00-22.75	A	1.507	0.000	0.000	0.000	0.000	0.00
		B		0.000	0.000	0.000	0.000	0.00
		C		0.000	0.000	0.000	0.000	314.28
L5	22.75-2.50	A	1.361	0.000	0.000	0.000	0.000	0.00
		B		0.000	0.000	0.000	0.000	0.00
		C		0.000	0.000	0.000	0.000	262.44

Discrete Tower Loads

<i>Description</i>	<i>Face or Leg</i>	<i>Offset Type</i>	<i>Offsets: Horz Lateral Vert ft ft ft</i>	<i>Azimuth Adjustment °</i>	<i>Placement ft</i>		<i>C_AA_A Front ft²</i>	<i>C_AA_A Side ft²</i>	<i>Weight lb</i>
(2) Commscope NHH-65B-R2B	A	From Face	3.00	0.0000	120.00	No Ice	12.27	7.17	103.90
(72"x19.6"x7.8", 82lb) w/ MP			0.00			1/2" Ice	12.77	8.13	191.93
			0.00			1" Ice	13.27	8.97	288.27
Ericsson Air 6419	A	From Face	3.00	0.0000	120.00	No Ice	5.99	3.32	83.10
(34.5"x20"x8", 68.5lb) w/ MP			0.00			1/2" Ice	6.37	3.80	132.32
			0.00			1" Ice	6.75	4.29	187.07
Ericsson RRU 4490	A	From Face	3.00	0.0000	120.00	No Ice	1.98	1.41	70.00

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Description	Face or Leg	Offset Type	Offsets: Horz Lateral Vert ft ft ft	Azimuth Adjustment °	Placement ft		C _{AA} Front ft ²	C _{AA} Side ft ²	Weight lb
(18"x13.2"x9.4", 70lb)			0.00			1/2" Ice	2.16	1.57	88.55
			0.00			1" Ice	2.34	1.73	109.93
Ericsson RRU 4890	A	From Face	3.00	0.0000	120.00	No Ice	2.22	1.02	69.50
(17.5"x15.2"x7", 69.5 lbs)			0.00			1/2" Ice	2.40	1.16	86.86
			0.00			1" Ice	2.59	1.31	106.98
Raycap 3315-ALM-RS485	A	From Face	3.00	0.0000	120.00	No Ice	0.29	0.08	5.00
(9.51"x3.6"x0.83", 5 lbs)			0.00			1/2" Ice	0.36	0.15	6.95
			0.00			1" Ice	0.45	0.21	9.99
Raycap RXXDC-3315-PF-48	A	From Face	3.00	0.0000	120.00	No Ice	4.06	3.10	32.00
(29.5"x16.5"x12.6", 32lbs)			0.00			1/2" Ice	4.32	3.34	68.49
			0.00			1" Ice	4.58	3.58	108.97

(2) Commscope	B	From Face	3.00	0.0000	120.00	No Ice	12.27	7.17	103.90
NHH-65B-R2B			0.00			1/2" Ice	12.77	8.13	191.93
(72"x19.6"x7.8", 82lb) w/ MP			0.00			1" Ice	13.27	8.97	288.27
Ericsson Air 6419	B	From Face	3.00	0.0000	120.00	No Ice	5.99	3.32	83.10
(34.5"x20"x8", 68.5lb) w/ MP			0.00			1/2" Ice	6.37	3.80	132.32
			0.00			1" Ice	6.75	4.29	187.07
Ericsson RRU 4490	B	From Face	3.00	0.0000	120.00	No Ice	1.98	1.41	70.00
(18"x13.2"x9.4", 70lb)			0.00			1/2" Ice	2.16	1.57	88.55
			0.00			1" Ice	2.34	1.73	109.93
Ericsson RRU 4890	B	From Face	3.00	0.0000	120.00	No Ice	2.22	1.02	69.50
(17.5"x15.2"x7", 69.5 lbs)			0.00			1/2" Ice	2.40	1.16	86.86
			0.00			1" Ice	2.59	1.31	106.98
Raycap 3315-ALM-RS485	B	From Face	3.00	0.0000	120.00	No Ice	0.29	0.08	5.00
(9.51"x3.6"x0.83", 5 lbs)			0.00			1/2" Ice	0.36	0.15	6.95
			0.00			1" Ice	0.45	0.21	9.99
Raycap RXXDC-3315-PF-48	B	From Face	3.00	0.0000	120.00	No Ice	4.06	3.10	32.00
(29.5"x16.5"x12.6", 32lbs)			0.00			1/2" Ice	4.32	3.34	68.49
			0.00			1" Ice	4.58	3.58	108.97

(2) Commscope	C	From Face	3.00	0.0000	120.00	No Ice	12.27	7.17	103.90
NHH-65B-R2B			0.00			1/2" Ice	12.77	8.13	191.93
(72"x19.6"x7.8", 82lb) w/ MP			0.00			1" Ice	13.27	8.97	288.27
Ericsson Air 6419	C	From Face	3.00	0.0000	120.00	No Ice	5.99	3.32	83.10
(34.5"x20"x8", 68.5lb) w/ MP			0.00			1/2" Ice	6.37	3.80	132.32
			0.00			1" Ice	6.75	4.29	187.07
Ericsson RRU 4490	C	From Face	3.00	0.0000	120.00	No Ice	1.98	1.41	70.00
(18"x13.2"x9.4", 70lb)			0.00			1/2" Ice	2.16	1.57	88.55
			0.00			1" Ice	2.34	1.73	109.93
Ericsson RRU 4890	C	From Face	3.00	0.0000	120.00	No Ice	2.22	1.02	69.50
(17.5"x15.2"x7", 69.5 lbs)			0.00			1/2" Ice	2.40	1.16	86.86
			0.00			1" Ice	2.59	1.31	106.98
Raycap 3315-ALM-RS485	C	From Face	3.00	0.0000	120.00	No Ice	0.29	0.08	5.00
(9.51"x3.6"x0.83", 5 lbs)			0.00			1/2" Ice	0.36	0.15	6.95
			0.00			1" Ice	0.45	0.21	9.99
Raycap RXXDC-3315-PF-48	C	From Face	3.00	0.0000	120.00	No Ice	4.06	3.10	32.00
(29.5"x16.5"x12.6", 32lbs)			0.00			1/2" Ice	4.32	3.34	68.49
			0.00			1" Ice	4.58	3.58	108.97

RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	C	None		0.0000	120.00	No Ice	34.54	31.94	1945.00
						1/2" Ice	42.04	39.46	2335.00
						1" Ice	49.60	47.16	2845.00
*** **									
Dengyo	A	From Face	3.00	0.0000	70.00	No Ice	18.07	8.92	130.60
OCT8-2LX2HX-BW65			0.00			1/2" Ice	18.70	10.34	244.86
(95.9"x21.0"x6.3", 101.4 lbs)			0.00			1" Ice	19.34	11.60	369.37

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Description	Face or Leg	Offset Type	Offsets: Horz Lateral Vert ft ft ft	Azimuth Adjustment °	Placement ft		C _{AA} Front ft ²	C _{AA} Side ft ²	Weight lb
w/ MP									
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	A	From Face	3.00 0.00 0.00	0.0000	70.00	No Ice 1/2" Ice 1" Ice	2.85 3.06 3.28	1.38 1.54 1.71	93.00 114.70 139.51
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	A	From Face	3.00 0.00 0.00	0.0000	70.00	No Ice 1/2" Ice 1" Ice	1.84 2.01 2.19	1.06 1.20 1.34	60.00 75.88 94.39
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP ***	A	From Face	3.00 0.00 0.00	0.0000	70.00	No Ice 1/2" Ice 1" Ice	3.24 3.47 3.70	1.32 1.58 1.85	26.27 52.53 82.75
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP ***	B	From Face	3.00 0.00 0.00	0.0000	70.00	No Ice 1/2" Ice 1" Ice	18.07 18.70 19.34	8.92 10.34 11.60	130.60 244.86 369.37
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	C	From Face	3.00 0.00 0.00	-20.0000	70.00	No Ice 1/2" Ice 1" Ice	18.07 18.70 19.34	8.92 10.34 11.60	130.60 244.86 369.37
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	C	From Face	3.00 0.00 0.00	-20.0000	70.00	No Ice 1/2" Ice 1" Ice	2.85 3.06 3.28	1.38 1.54 1.71	93.00 114.70 139.51
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	C	From Face	3.00 0.00 0.00	-20.0000	70.00	No Ice 1/2" Ice 1" Ice	1.84 2.01 2.19	1.06 1.20 1.34	60.00 75.88 94.39
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP ***	C	From Face	3.00 0.00 0.00	-20.0000	70.00	No Ice 1/2" Ice 1" Ice	3.24 3.47 3.70	1.32 1.58 1.85	26.27 52.53 82.75
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs) ***	C	None		0.0000	70.00	No Ice 1/2" Ice 1" Ice	34.54 42.04 49.60	31.94 39.46 47.16	1945.00 2335.00 2845.00

Tower Pressures - No Ice

$$G_H = 1.100$$

Section Elevation	z	K _Z	q _z	A _G	F a c e	A _F	A _R	A _{leg}	Leg %	C _{AA} In Face ft ²	C _{AA} Out Face ft ²
ft	ft		psf	ft ²		ft ²	ft ²	ft ²		ft ²	ft ²
L1 125.00-96.50	110.34	1.292	27	54.912	A	0.000	54.912	54.912	100.00	0.000	0.000
					B	0.000	54.912		100.00	0.000	0.000
					C	0.000	54.912		100.00	0.000	0.000
L2 96.50-71.50	83.72	1.219	25	55.192	A	0.000	55.192	55.192	100.00	0.000	0.000
					B	0.000	55.192		100.00	0.000	0.000

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Section Elevation ft	z ft	K _Z	q _z psf	A _G ft ²	F a c e	A _F ft ²	A _R ft ²	A _{leg} ft ²	Leg %	C _A A _A In Face ft ²	C _A A _A Out Face ft ²
L3 71.50-47.00	59.01	1.133	23	60.378	C	0.000	55.192		100.00	0.000	0.000
					A	0.000	60.378	60.378	100.00	0.000	0.000
					B	0.000	60.378		100.00	0.000	0.000
					C	0.000	60.378		100.00	0.000	0.000
L4 47.00-22.75	34.66	1.013	21	65.644	A	0.000	65.644	65.644	100.00	0.000	0.000
					B	0.000	65.644		100.00	0.000	0.000
					C	0.000	65.644		100.00	0.000	0.000
L5 22.75-2.50	12.49	0.85	17	59.226	A	0.000	59.226	59.226	100.00	0.000	0.000
					B	0.000	59.226		100.00	0.000	0.000
					C	0.000	59.226		100.00	0.000	0.000

Tower Pressure - With Ice

$$G_H = 1.100$$

Section Elevation ft	z ft	K _Z	q _z psf	t _z in	A _G ft ²	F a c e	A _F ft ²	A _R ft ²	A _{leg} ft ²	Leg %	C _A A _A In Face ft ²	C _A A _A Out Face ft ²
L1 125.00-96.50	110.34	1.292	5	1.6924	62.952	A	0.000	62.952	62.952	100.00	0.000	0.000
						B	0.000	62.952		100.00	0.000	0.000
						C	0.000	62.952		100.00	0.000	0.000
L2 96.50-71.50	83.72	1.219	5	1.6464	62.244	A	0.000	62.244	62.244	100.00	0.000	0.000
						B	0.000	62.244		100.00	0.000	0.000
						C	0.000	62.244		100.00	0.000	0.000
L3 71.50-47.00	59.01	1.133	4	1.5898	67.101	A	0.000	67.101	67.101	100.00	0.000	0.000
						B	0.000	67.101		100.00	0.000	0.000
						C	0.000	67.101		100.00	0.000	0.000
L4 47.00-22.75	34.66	1.013	4	1.5074	72.070	A	0.000	72.070	72.070	100.00	0.000	0.000
						B	0.000	72.070		100.00	0.000	0.000
						C	0.000	72.070		100.00	0.000	0.000
L5 22.75-2.50	12.49	0.85	3	1.3611	64.313	A	0.000	64.313	64.313	100.00	0.000	0.000
						B	0.000	64.313		100.00	0.000	0.000
						C	0.000	64.313		100.00	0.000	0.000

Tower Pressure - Service

$$G_H = 1.100$$

Section Elevation ft	z ft	K _Z	q _z psf	A _G ft ²	F a c e	A _F ft ²	A _R ft ²	A _{leg} ft ²	Leg %	C _A A _A In Face ft ²	C _A A _A Out Face ft ²
L1 125.00-96.50	110.34	1.292	10	54.912	A	0.000	54.912	54.912	100.00	0.000	0.000
					B	0.000	54.912		100.00	0.000	0.000
					C	0.000	54.912		100.00	0.000	0.000
L2 96.50-71.50	83.72	1.219	10	55.192	A	0.000	55.192	55.192	100.00	0.000	0.000
					B	0.000	55.192		100.00	0.000	0.000
					C	0.000	55.192		100.00	0.000	0.000
L3 71.50-47.00	59.01	1.133	9	60.378	A	0.000	60.378	60.378	100.00	0.000	0.000
					B	0.000	60.378		100.00	0.000	0.000
					C	0.000	60.378		100.00	0.000	0.000

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Section Elevation	<i>z</i>	<i>K_Z</i>	<i>q_z</i>	<i>A_G</i>	<i>F_{a c e}</i>	<i>A_F</i>	<i>A_R</i>	<i>A_{leg}</i>	<i>Leg %</i>	<i>C_{AA}</i> <i>In Face</i>	<i>C_{AA}</i> <i>Out Face</i>
<i>ft</i>	<i>ft</i>		<i>psf</i>	<i>ft²</i>		<i>ft²</i>	<i>ft²</i>	<i>ft²</i>		<i>ft²</i>	<i>ft²</i>
L4 47.00-22.75	34.66	1.013	8	65.644	A	0.000	65.644	65.644	100.00	0.000	0.000
					B	0.000	65.644		100.00	0.000	0.000
					C	0.000	65.644		100.00	0.000	0.000
L5 22.75-2.50	12.49	0.85	7	59.226	A	0.000	59.226	59.226	100.00	0.000	0.000
					B	0.000	59.226		100.00	0.000	0.000
					C	0.000	59.226		100.00	0.000	0.000

Tower Forces - No Ice - Wind Normal To Face

Section Elevation	Add Weight	Self Weight	<i>F_{a c e}</i>	<i>e</i>	<i>C_F</i>	<i>q_z</i>	<i>D_F</i>	<i>D_R</i>	<i>A_E</i>	<i>F</i>	<i>w</i>	<i>Ctrl.</i> <i>Face</i>
<i>ft</i>	<i>lb</i>	<i>lb</i>				<i>psf</i>			<i>ft²</i>	<i>lb</i>	<i>plf</i>	
L1 125.00-96.50	203.04	1304.98	A	1	0.65	27	1	1	54.912	1044.28	36.64	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	25	1	1	55.192	990.33	39.61	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	23	1	1	60.378	1006.48	41.08	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	21	1	1	65.644	978.31	40.34	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	17	1	1	59.226	740.93	36.59	C
			B	1	0.65		1	1	59.226			
			C	1	0.65		1	1	59.226			
Sum Weight:	1311.12	9710.74						OTM	288800.17 lb-ft	4760.33		

Tower Forces - No Ice - Wind 45 To Face

Section Elevation	Add Weight	Self Weight	<i>F_{a c e}</i>	<i>e</i>	<i>C_F</i>	<i>q_z</i>	<i>D_F</i>	<i>D_R</i>	<i>A_E</i>	<i>F</i>	<i>w</i>	<i>Ctrl.</i> <i>Face</i>
<i>ft</i>	<i>lb</i>	<i>lb</i>				<i>psf</i>			<i>ft²</i>	<i>lb</i>	<i>plf</i>	
L1 125.00-96.50	203.04	1304.98	A	1	0.65	27	1	1	54.912	1044.28	36.64	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	25	1	1	55.192	990.33	39.61	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	23	1	1	60.378	1006.48	41.08	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	21	1	1	65.644	978.31	40.34	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	17	1	1	59.226	740.93	36.59	C
			B	1	0.65		1	1	59.226			

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	Client	CDMI	Designed by	joshua.blom

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
Sum Weight:	1311.12	9710.74	C	1	0.65		1	1 OTM	59.226 288800.17 lb-ft	4760.33		

Tower Forces - No Ice - Wind 60 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	1304.98	A B C	1 1 1	0.65 0.65 0.65	27	1 1 1	1 1 1	54.912 54.912 54.912	1044.28	36.64	C
L2 96.50-71.50	216.00	1482.63	A B C	1 1 1	0.65 0.65 0.65	25	1 1 1	1 1 1	55.192 55.192 55.192	990.33	39.61	C
L3 71.50-47.00	315.36	2203.58	A B C	1 1 1	0.65 0.65 0.65	23	1 1 1	1 1 1	60.378 60.378 60.378	1006.48	41.08	C
L4 47.00-22.75	314.28	2422.86	A B C	1 1 1	0.65 0.65 0.65	21	1 1 1	1 1 1	65.644 65.644 65.644	978.31	40.34	C
L5 22.75-2.50	262.44	2296.68	A B C	1 1 1	0.65 0.65 0.65	17	1 1 1	1 1 1	59.226 59.226 59.226	740.93	36.59	C
Sum Weight:	1311.12	9710.74						OTM	288800.17 lb-ft	4760.33		

Tower Forces - No Ice - Wind 90 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	1304.98	A B C	1 1 1	0.65 0.65 0.65	27	1 1 1	1 1 1	54.912 54.912 54.912	1044.28	36.64	C
L2 96.50-71.50	216.00	1482.63	A B C	1 1 1	0.65 0.65 0.65	25	1 1 1	1 1 1	55.192 55.192 55.192	990.33	39.61	C
L3 71.50-47.00	315.36	2203.58	A B C	1 1 1	0.65 0.65 0.65	23	1 1 1	1 1 1	60.378 60.378 60.378	1006.48	41.08	C
L4 47.00-22.75	314.28	2422.86	A B C	1 1 1	0.65 0.65 0.65	21	1 1 1	1 1 1	65.644 65.644 65.644	978.31	40.34	C
L5 22.75-2.50	262.44	2296.68	A B C	1 1 1	0.65 0.65 0.65	17	1 1 1	1 1 1	59.226 59.226 59.226	740.93	36.59	C

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Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E ft ²	F lb	w plf	Ctrl. Face
ft	lb	lb										
Sum Weight:	1311.12	9710.74						OTM	288800.17 lb-ft	4760.33		

Tower Forces - With Ice - Wind Normal To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E ft ²	F lb	w plf	Ctrl. Face
ft	lb	lb										
L1 125.00-96.50	203.04	2763.09	A	1	1.2	5	1	1	62.952	417.79	14.66	C
			B	1	1.2		1	1	62.952			
			C	1	1.2		1	1	62.952			
L2 96.50-71.50	216.00	2893.17	A	1	1.2	5	1	1	62.052	388.57	15.54	C
			B	1	1.2		1	1	62.052			
			C	1	1.2		1	1	62.052			
L3 71.50-47.00	315.36	3682.00	A	1	1.2	4	1	1	66.870	389.02	15.88	C
			B	1	1.2		1	1	66.870			
			C	1	1.2		1	1	66.870			
L4 47.00-22.75	314.28	3936.00	A	1	1.2	4	1	1	71.737	373.11	15.39	C
			B	1	1.2		1	1	71.737			
			C	1	1.2		1	1	71.737			
L5 22.75-2.50	262.44	3520.17	A	1	1.2	3	1	1	63.820	278.63	13.76	C
			B	1	1.2		1	1	63.820			
			C	1	1.2		1	1	63.820			
Sum Weight:	1311.12	16794.45						OTM	113384.70 lb-ft	1847.12		

Tower Forces - With Ice - Wind 45 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E ft ²	F lb	w plf	Ctrl. Face
ft	lb	lb										
L1 125.00-96.50	203.04	2763.09	A	1	1.2	5	1	1	62.952	417.79	14.66	C
			B	1	1.2		1	1	62.952			
			C	1	1.2		1	1	62.952			
L2 96.50-71.50	216.00	2893.17	A	1	1.2	5	1	1	62.052	388.57	15.54	C
			B	1	1.2		1	1	62.052			
			C	1	1.2		1	1	62.052			
L3 71.50-47.00	315.36	3682.00	A	1	1.2	4	1	1	66.870	389.02	15.88	C
			B	1	1.2		1	1	66.870			
			C	1	1.2		1	1	66.870			
L4 47.00-22.75	314.28	3936.00	A	1	1.2	4	1	1	71.737	373.11	15.39	C
			B	1	1.2		1	1	71.737			
			C	1	1.2		1	1	71.737			
L5 22.75-2.50	262.44	3520.17	A	1	1.2	3	1	1	63.820	278.63	13.76	C
			B	1	1.2		1	1	63.820			
			C	1	1.2		1	1	63.820			
Sum Weight:	1311.12	16794.45						OTM	113384.70	1847.12		

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Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
									lb-ft			

Tower Forces - With Ice - Wind 60 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	2763.09	A	1	1.2	5	1	1	62.952	417.79	14.66	C
			B	1	1.2		1	1	62.952			
			C	1	1.2		1	1	62.952			
L2 96.50-71.50	216.00	2893.17	A	1	1.2	5	1	1	62.052	388.57	15.54	C
			B	1	1.2		1	1	62.052			
			C	1	1.2		1	1	62.052			
L3 71.50-47.00	315.36	3682.00	A	1	1.2	4	1	1	66.870	389.02	15.88	C
			B	1	1.2		1	1	66.870			
			C	1	1.2		1	1	66.870			
L4 47.00-22.75	314.28	3936.00	A	1	1.2	4	1	1	71.737	373.11	15.39	C
			B	1	1.2		1	1	71.737			
			C	1	1.2		1	1	71.737			
L5 22.75-2.50	262.44	3520.17	A	1	1.2	3	1	1	63.820	278.63	13.76	C
			B	1	1.2		1	1	63.820			
			C	1	1.2		1	1	63.820			
Sum Weight:	1311.12	16794.45						OTM	113384.70 lb-ft	1847.12		

Tower Forces - With Ice - Wind 90 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	2763.09	A	1	1.2	5	1	1	62.952	417.79	14.66	C
			B	1	1.2		1	1	62.952			
			C	1	1.2		1	1	62.952			
L2 96.50-71.50	216.00	2893.17	A	1	1.2	5	1	1	62.052	388.57	15.54	C
			B	1	1.2		1	1	62.052			
			C	1	1.2		1	1	62.052			
L3 71.50-47.00	315.36	3682.00	A	1	1.2	4	1	1	66.870	389.02	15.88	C
			B	1	1.2		1	1	66.870			
			C	1	1.2		1	1	66.870			
L4 47.00-22.75	314.28	3936.00	A	1	1.2	4	1	1	71.737	373.11	15.39	C
			B	1	1.2		1	1	71.737			
			C	1	1.2		1	1	71.737			
L5 22.75-2.50	262.44	3520.17	A	1	1.2	3	1	1	63.820	278.63	13.76	C
			B	1	1.2		1	1	63.820			
			C	1	1.2		1	1	63.820			
Sum Weight:	1311.12	16794.45						OTM	113384.70 lb-ft	1847.12		

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Tower Forces - Service - Wind Normal To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E ft ²	F lb	w plf	Ctrl. Face
L1 125.00-96.50	203.04	1304.98	A	1	0.65	10	1	1	54.912	397.41	13.94	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	10	1	1	55.192	376.88	15.08	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	9	1	1	60.378	383.03	15.63	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	8	1	1	65.644	372.31	15.35	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	7	1	1	59.226	281.97	13.92	C
			B	1	0.65		1	1	59.226			
			C	1	0.65		1	1	59.226			
Sum Weight:	1311.12	9710.74						OTM	109905.55 lb-ft	1811.59		

Tower Forces - Service - Wind 45 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E ft ²	F lb	w plf	Ctrl. Face
L1 125.00-96.50	203.04	1304.98	A	1	0.65	10	1	1	54.912	397.41	13.94	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	10	1	1	55.192	376.88	15.08	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	9	1	1	60.378	383.03	15.63	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	8	1	1	65.644	372.31	15.35	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	7	1	1	59.226	281.97	13.92	C
			B	1	0.65		1	1	59.226			
			C	1	0.65		1	1	59.226			
Sum Weight:	1311.12	9710.74						OTM	109905.55 lb-ft	1811.59		

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Tower Forces - Service - Wind 60 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	1304.98	A	1	0.65	10	1	1	54.912	397.41	13.94	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	10	1	1	55.192	376.88	15.08	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	9	1	1	60.378	383.03	15.63	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	8	1	1	65.644	372.31	15.35	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	7	1	1	59.226	281.97	13.92	C
			B	1	0.65		1	1	59.226			
			C	1	0.65		1	1	59.226			
Sum Weight:	1311.12	9710.74						OTM	109905.55 lb-ft	1811.59		

Tower Forces - Service - Wind 90 To Face

Section Elevation	Add Weight	Self Weight	F a c e	e	C _F	q _z psf	D _F	D _R	A _E	F	w	Ctrl. Face
ft	lb	lb							ft ²	lb	plf	
L1 125.00-96.50	203.04	1304.98	A	1	0.65	10	1	1	54.912	397.41	13.94	C
			B	1	0.65		1	1	54.912			
			C	1	0.65		1	1	54.912			
L2 96.50-71.50	216.00	1482.63	A	1	0.65	10	1	1	55.192	376.88	15.08	C
			B	1	0.65		1	1	55.192			
			C	1	0.65		1	1	55.192			
L3 71.50-47.00	315.36	2203.58	A	1	0.65	9	1	1	60.378	383.03	15.63	C
			B	1	0.65		1	1	60.378			
			C	1	0.65		1	1	60.378			
L4 47.00-22.75	314.28	2422.86	A	1	0.65	8	1	1	65.644	372.31	15.35	C
			B	1	0.65		1	1	65.644			
			C	1	0.65		1	1	65.644			
L5 22.75-2.50	262.44	2296.68	A	1	0.65	7	1	1	59.226	281.97	13.92	C
			B	1	0.65		1	1	59.226			
			C	1	0.65		1	1	59.226			
Sum Weight:	1311.12	9710.74						OTM	109905.55 lb-ft	1811.59		

Discrete Appurtenance Pressures - No Ice G_H = 1.100

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Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	300.0000	207.80	-3.37	-1.95	120.00	1.315	27	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	300.0000	83.10	-3.37	-1.95	120.00	1.315	27	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	300.0000	70.00	-3.37	-1.95	120.00	1.315	27	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	300.0000	69.50	-3.37	-1.95	120.00	1.315	27	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	300.0000	5.00	-3.37	-1.95	120.00	1.315	27	0.29	0.08
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	300.0000	32.00	-3.37	-1.95	120.00	1.315	27	4.06	3.10
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	60.0000	207.80	3.37	-1.95	120.00	1.315	27	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	60.0000	83.10	3.37	-1.95	120.00	1.315	27	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	60.0000	70.00	3.37	-1.95	120.00	1.315	27	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	60.0000	69.50	3.37	-1.95	120.00	1.315	27	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	60.0000	5.00	3.37	-1.95	120.00	1.315	27	0.29	0.08
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	60.0000	32.00	3.37	-1.95	120.00	1.315	27	4.06	3.10
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	180.0000	207.80	0.00	3.90	120.00	1.315	27	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	180.0000	83.10	0.00	3.90	120.00	1.315	27	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	180.0000	70.00	0.00	3.90	120.00	1.315	27	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	180.0000	69.50	0.00	3.90	120.00	1.315	27	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	180.0000	5.00	0.00	3.90	120.00	1.315	27	0.29	0.08
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	180.0000	32.00	0.00	3.90	120.00	1.315	27	4.06	3.10
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	1945.00	0.00	0.00	120.00	1.315	27	34.54	31.94
Dengyo	300.0000	130.60	-3.60	-2.08	70.00	1.174	24	18.07	8.92

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Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²
OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP									
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	300.0000	93.00	-3.60	-2.08	70.00	1.174	24	2.85	1.38
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	300.0000	60.00	-3.60	-2.08	70.00	1.174	24	1.84	1.06
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	300.0000	26.27	-3.60	-2.08	70.00	1.174	24	3.24	1.32
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	60.0000	130.60	3.60	-2.08	70.00	1.174	24	18.07	8.92
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	160.0000	130.60	0.00	4.15	70.00	1.174	24	18.07	8.92
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	160.0000	93.00	0.00	4.15	70.00	1.174	24	2.85	1.38
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	160.0000	60.00	0.00	4.15	70.00	1.174	24	1.84	1.06
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	160.0000	26.27	0.00	4.15	70.00	1.174	24	3.24	1.32
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	1945.00	0.00	0.00	70.00	1.174	24	34.54	31.94
Sum Weight:		6042.54							

Discrete Appurtenance Pressures - With Ice G_H = 1.100

Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²	t _z in
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	300.0000	888.77	-3.37	-1.95	120.00	1.315	5	27.98	20.36	1.7067
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	300.0000	277.95	-3.37	-1.95	120.00	1.315	5	7.32	5.02	1.7067
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	300.0000	146.69	-3.37	-1.95	120.00	1.315	5	2.62	1.98	1.7067
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	300.0000	141.84	-3.37	-1.95	120.00	1.315	5	2.88	1.53	1.7067
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	300.0000	17.17	-3.37	-1.95	120.00	1.315	5	0.58	0.32	1.7067
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6",	300.0000	175.20	-3.37	-1.95	120.00	1.315	5	4.97	3.94	1.7067

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Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²	t _z in
32lbs) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	60.0000	888.77	3.37	-1.95	120.00	1.315	5	27.98	20.36	1.7067
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	60.0000	277.95	3.37	-1.95	120.00	1.315	5	7.32	5.02	1.7067
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	60.0000	146.69	3.37	-1.95	120.00	1.315	5	2.62	1.98	1.7067
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	60.0000	141.84	3.37	-1.95	120.00	1.315	5	2.88	1.53	1.7067
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	60.0000	17.17	3.37	-1.95	120.00	1.315	5	0.58	0.32	1.7067
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	60.0000	175.20	3.37	-1.95	120.00	1.315	5	4.97	3.94	1.7067
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	180.0000	888.77	0.00	3.90	120.00	1.315	5	27.98	20.36	1.7067
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	180.0000	277.95	0.00	3.90	120.00	1.315	5	7.32	5.02	1.7067
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	180.0000	146.69	0.00	3.90	120.00	1.315	5	2.62	1.98	1.7067
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	180.0000	141.84	0.00	3.90	120.00	1.315	5	2.88	1.53	1.7067
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	180.0000	17.17	0.00	3.90	120.00	1.315	5	0.58	0.32	1.7067
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	180.0000	175.20	0.00	3.90	120.00	1.315	5	4.97	3.94	1.7067
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	3466.90	0.00	0.00	120.00	1.315	5	60.24	57.89	1.7067
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	300.0000	544.53	-3.60	-2.08	70.00	1.174	5	20.14	12.96	1.6171
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	300.0000	176.37	-3.60	-2.08	70.00	1.174	5	3.57	1.93	1.6171
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	300.0000	122.58	-3.60	-2.08	70.00	1.174	5	2.42	1.54	1.6171
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	300.0000	128.40	-3.60	-2.08	70.00	1.174	5	4.00	2.22	1.6171
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	60.0000	544.53	3.60	-2.08	70.00	1.174	5	20.14	12.96	1.6171
Dengyo OCT8-2LX2HX-BW65	160.0000	544.53	0.00	4.15	70.00	1.174	5	20.14	12.96	1.6171

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Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²	t _z in
(95.9"x21.0"x6.3", 101.4 lbs) w/ MP										
Ericsson RRU 4480 B71/B85	160.0000	176.37	0.00	4.15	70.00	1.174	5	3.57	1.93	1.6171
(21.8"x15.7"x7.5", 93lb)										
Ericsson RRU 4478 B5	160.0000	122.58	0.00	4.15	70.00	1.174	5	2.42	1.54	1.6171
(16.5"x13.4"x7.7", 60lb)										
Raycap RUSDC - 6267-PF-48	160.0000	128.40	0.00	4.15	70.00	1.174	5	4.00	2.22	1.6171
(20.6"x18.9"x5.8", 20 lbs) w/ MP										
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	3388.09	0.00	0.00	70.00	1.174	5	58.89	56.53	1.6171
Sum Weight:		14286.13								

Discrete Appurtenance Pressures - Service G_H = 1.100

Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	300.0000	207.80	-3.37	-1.95	120.00	1.315	10	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	300.0000	83.10	-3.37	-1.95	120.00	1.315	10	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	300.0000	70.00	-3.37	-1.95	120.00	1.315	10	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	300.0000	69.50	-3.37	-1.95	120.00	1.315	10	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	300.0000	5.00	-3.37	-1.95	120.00	1.315	10	0.29	0.08
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	300.0000	32.00	-3.37	-1.95	120.00	1.315	10	4.06	3.10
Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	60.0000	207.80	3.37	-1.95	120.00	1.315	10	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	60.0000	83.10	3.37	-1.95	120.00	1.315	10	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	60.0000	70.00	3.37	-1.95	120.00	1.315	10	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	60.0000	69.50	3.37	-1.95	120.00	1.315	10	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	60.0000	5.00	3.37	-1.95	120.00	1.315	10	0.29	0.08
Raycap RXXDC-3315-PF-48	60.0000	32.00	3.37	-1.95	120.00	1.315	10	4.06	3.10

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	Client	Designed by
	CDMI	joshua.blom

Description	Aiming Azimuth °	Weight lb	Offset _x ft	Offset _z ft	z ft	K _z	q _z psf	C _{AAc} Front ft ²	C _{AAc} Side ft ²
(29.5"x16.5"x12.6", 32lbs) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	180.0000	207.80	0.00	3.90	120.00	1.315	10	24.54	14.35
Ericsson Air 6419 (34.5"x20"x8", 68.5lb) w/ MP	180.0000	83.10	0.00	3.90	120.00	1.315	10	5.99	3.32
Ericsson RRU 4490 (18"x13.2"x9.4", 70lb)	180.0000	70.00	0.00	3.90	120.00	1.315	10	1.98	1.41
Ericsson RRU 4890 (17.5"x15.2"x7", 69.5 lbs)	180.0000	69.50	0.00	3.90	120.00	1.315	10	2.22	1.02
Raycap 3315-ALM-RS485 (9.51"x3.6"x0.83", 5 lbs)	180.0000	5.00	0.00	3.90	120.00	1.315	10	0.29	0.08
Raycap RXXDC-3315-PF-48 (29.5"x16.5"x12.6", 32lbs)	180.0000	32.00	0.00	3.90	120.00	1.315	10	4.06	3.10
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	1945.00	0.00	0.00	120.00	1.315	10	34.54	31.94
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	300.0000	130.60	-3.60	-2.08	70.00	1.174	9	18.07	8.92
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	300.0000	93.00	-3.60	-2.08	70.00	1.174	9	2.85	1.38
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	300.0000	60.00	-3.60	-2.08	70.00	1.174	9	1.84	1.06
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	300.0000	26.27	-3.60	-2.08	70.00	1.174	9	3.24	1.32
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	60.0000	130.60	3.60	-2.08	70.00	1.174	9	18.07	8.92
Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	160.0000	130.60	0.00	4.15	70.00	1.174	9	18.07	8.92
Ericsson RRU 4480 B71/B85 (21.8"x15.7"x7.5", 93lb)	160.0000	93.00	0.00	4.15	70.00	1.174	9	2.85	1.38
Ericsson RRU 4478 B5 (16.5"x13.4"x7.7", 60lb)	160.0000	60.00	0.00	4.15	70.00	1.174	9	1.84	1.06
Raycap RUSDC - 6267-PF-48 (20.6"x18.9"x5.8", 20 lbs) w/ MP	160.0000	26.27	0.00	4.15	70.00	1.174	9	3.24	1.32
RMQP-xxx-HK (34.54 sq-ft, 31.94 sqft, 1945 lbs)	0.0000	1945.00	0.00	0.00	70.00	1.174	9	34.54	31.94
Sum Weight:		6042.54							

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Force Totals

Load Case	Vertical Forces lb	Sum of Forces X lb	Sum of Forces Z lb	Sum of Overturning Moments, M_x lb-ft	Sum of Overturning Moments, M_z lb-ft	Sum of Torques lb-ft
Leg Weight	9710.74					
Bracing Weight	0.00					
Total Member Self-Weight	9710.74			372.27	644.79	
Total Weight	17064.40			372.27	644.79	
Wind 0 deg - No Ice		0.00	-9645.09	-770709.02	644.79	-367.58
Wind 30 deg - No Ice		4769.18	-8260.46	-661164.69	-381293.75	1479.45
Wind 45 deg - No Ice		6736.23	-6736.23	-539202.83	-538930.31	959.03
Wind 60 deg - No Ice		8269.93	-4774.65	-381935.18	-661531.14	-224.06
Wind 90 deg - No Ice		9666.95	0.00	372.27	-771912.13	-1539.98
Wind 120 deg - No Ice		8464.26	4886.84	390252.84	-674648.15	710.86
Wind 135 deg - No Ice		6919.44	6919.44	552314.22	-551297.15	2013.77
Wind 150 deg - No Ice		4881.38	8454.79	675026.25	-388866.86	2443.67
Wind 180 deg - No Ice		0.00	9645.09	771453.57	644.79	367.58
Wind 210 deg - No Ice		-4769.18	8260.46	661909.24	382583.34	-1479.45
Wind 225 deg - No Ice		-6736.23	6736.23	539947.38	540219.90	-959.03
Wind 240 deg - No Ice		-8269.93	4774.65	382679.72	662820.73	224.06
Wind 270 deg - No Ice		-9666.95	0.00	372.27	773201.72	1539.98
Wind 300 deg - No Ice		-8464.26	-4886.84	-389508.29	675937.74	-710.86
Wind 315 deg - No Ice		-6919.44	-6919.44	-551569.67	552586.74	-2013.77
Wind 330 deg - No Ice		-4881.38	-8454.79	-674281.71	390156.45	-2443.67
Member Ice	7083.71					
Total Weight Ice	32391.70			887.44	1537.09	
Wind 0 deg - Ice		0.00	-3153.84	-241118.81	1537.09	-97.84
Wind 30 deg - Ice		1567.53	-2715.04	-207598.55	-118832.35	210.89
Wind 45 deg - Ice		2215.09	-2215.09	-169223.84	-168574.19	139.10
Wind 60 deg - Ice		2715.98	-1568.07	-119518.50	-207012.11	-36.48
Wind 90 deg - Ice		3156.00	0.00	887.44	-240615.14	-220.75
Wind 120 deg - Ice		2749.44	1587.39	122597.24	-209270.46	153.74
Wind 135 deg - Ice		2246.64	2246.64	173127.91	-170703.38	364.56
Wind 150 deg - Ice		1586.85	2748.50	211631.78	-120136.21	433.69
Wind 180 deg - Ice		0.00	3153.84	242893.69	1537.09	97.84
Wind 210 deg - Ice		-1567.53	2715.04	209373.43	121906.53	-210.89
Wind 225 deg - Ice		-2215.09	2215.09	170998.72	171648.37	-139.10
Wind 240 deg - Ice		-2715.98	1568.07	121293.38	210086.29	36.48
Wind 270 deg - Ice		-3156.00	0.00	887.44	243689.32	220.75
Wind 300 deg - Ice		-2749.44	-1587.39	-120822.36	212344.64	-153.74
Wind 315 deg - Ice		-2246.64	-2246.64	-171353.03	173777.56	-364.56
Wind 330 deg - Ice		-1586.85	-2748.50	-209856.90	123210.39	-433.69
Total Weight	17064.40			372.27	644.79	
Wind 0 deg - Service		0.00	-3670.53	-293069.77	644.79	-139.88
Wind 30 deg - Service		1814.96	-3143.59	-251381.67	-144705.41	563.02
Wind 45 deg - Service		2563.53	-2563.53	-204967.97	-204695.45	364.97
Wind 60 deg - Service		3147.20	-1817.04	-145118.33	-251352.31	-85.27
Wind 90 deg - Service		3678.85	0.00	372.27	-293358.81	-586.05
Wind 120 deg - Service		3221.15	1859.73	148744.89	-256344.11	270.53
Wind 135 deg - Service		2633.26	2633.26	210418.83	-209401.76	766.36
Wind 150 deg - Service		1857.65	3217.55	257118.02	-147587.43	929.96
Wind 180 deg - Service		0.00	3670.53	293814.31	644.79	139.88
Wind 210 deg - Service		-1814.96	3143.59	252126.22	145995.00	-563.02
Wind 225 deg - Service		-2563.53	2563.53	205712.51	205985.04	-364.97
Wind 240 deg - Service		-3147.20	1817.04	145862.87	252641.90	85.27
Wind 270 deg - Service		-3678.85	0.00	372.27	294648.40	586.05
Wind 300 deg - Service		-3221.15	-1859.73	-148000.34	257633.70	-270.53
Wind 315 deg - Service		-2633.26	-2633.26	-209674.28	210691.35	-766.36
Wind 330 deg - Service		-1857.65	-3217.55	-256373.47	148877.02	-929.96

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Load Combinations

<i>Comb. No.</i>	<i>Description</i>
1	Dead Only
2	1.2 Dead+1.0 Wind 0 deg - No Ice
3	0.9 Dead+1.0 Wind 0 deg - No Ice
4	1.2 Dead+1.0 Wind 30 deg - No Ice
5	0.9 Dead+1.0 Wind 30 deg - No Ice
6	1.2 Dead+1.0 Wind 45 deg - No Ice
7	0.9 Dead+1.0 Wind 45 deg - No Ice
8	1.2 Dead+1.0 Wind 60 deg - No Ice
9	0.9 Dead+1.0 Wind 60 deg - No Ice
10	1.2 Dead+1.0 Wind 90 deg - No Ice
11	0.9 Dead+1.0 Wind 90 deg - No Ice
12	1.2 Dead+1.0 Wind 120 deg - No Ice
13	0.9 Dead+1.0 Wind 120 deg - No Ice
14	1.2 Dead+1.0 Wind 135 deg - No Ice
15	0.9 Dead+1.0 Wind 135 deg - No Ice
16	1.2 Dead+1.0 Wind 150 deg - No Ice
17	0.9 Dead+1.0 Wind 150 deg - No Ice
18	1.2 Dead+1.0 Wind 180 deg - No Ice
19	0.9 Dead+1.0 Wind 180 deg - No Ice
20	1.2 Dead+1.0 Wind 210 deg - No Ice
21	0.9 Dead+1.0 Wind 210 deg - No Ice
22	1.2 Dead+1.0 Wind 225 deg - No Ice
23	0.9 Dead+1.0 Wind 225 deg - No Ice
24	1.2 Dead+1.0 Wind 240 deg - No Ice
25	0.9 Dead+1.0 Wind 240 deg - No Ice
26	1.2 Dead+1.0 Wind 270 deg - No Ice
27	0.9 Dead+1.0 Wind 270 deg - No Ice
28	1.2 Dead+1.0 Wind 300 deg - No Ice
29	0.9 Dead+1.0 Wind 300 deg - No Ice
30	1.2 Dead+1.0 Wind 315 deg - No Ice
31	0.9 Dead+1.0 Wind 315 deg - No Ice
32	1.2 Dead+1.0 Wind 330 deg - No Ice
33	0.9 Dead+1.0 Wind 330 deg - No Ice
34	1.2 Dead+1.0 Ice
35	1.2 Dead+1.0 Wind 0 deg+1.0 Ice
36	1.2 Dead+1.0 Wind 30 deg+1.0 Ice
37	1.2 Dead+1.0 Wind 45 deg+1.0 Ice
38	1.2 Dead+1.0 Wind 60 deg+1.0 Ice
39	1.2 Dead+1.0 Wind 90 deg+1.0 Ice
40	1.2 Dead+1.0 Wind 120 deg+1.0 Ice
41	1.2 Dead+1.0 Wind 135 deg+1.0 Ice
42	1.2 Dead+1.0 Wind 150 deg+1.0 Ice
43	1.2 Dead+1.0 Wind 180 deg+1.0 Ice
44	1.2 Dead+1.0 Wind 210 deg+1.0 Ice
45	1.2 Dead+1.0 Wind 225 deg+1.0 Ice
46	1.2 Dead+1.0 Wind 240 deg+1.0 Ice
47	1.2 Dead+1.0 Wind 270 deg+1.0 Ice
48	1.2 Dead+1.0 Wind 300 deg+1.0 Ice
49	1.2 Dead+1.0 Wind 315 deg+1.0 Ice
50	1.2 Dead+1.0 Wind 330 deg+1.0 Ice
51	Dead+Wind 0 deg - Service
52	Dead+Wind 30 deg - Service
53	Dead+Wind 45 deg - Service
54	Dead+Wind 60 deg - Service
55	Dead+Wind 90 deg - Service

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Comb. No.	Description
56	Dead+Wind 120 deg - Service
57	Dead+Wind 135 deg - Service
58	Dead+Wind 150 deg - Service
59	Dead+Wind 180 deg - Service
60	Dead+Wind 210 deg - Service
61	Dead+Wind 225 deg - Service
62	Dead+Wind 240 deg - Service
63	Dead+Wind 270 deg - Service
64	Dead+Wind 300 deg - Service
65	Dead+Wind 315 deg - Service
66	Dead+Wind 330 deg - Service

Maximum Member Forces

Section No.	Elevation ft	Component Type	Condition	Gov. Load Comb.	Axial lb	Major Axis Moment lb-ft	Minor Axis Moment lb-ft
L1	125 - 96.5	Pole	Max Tension	19	0.02	-0.36	0.00
			Max. Compression	34	-11930.95	38.00	-21.94
			Max. Mx	26	-5330.04	78381.49	-48.14
			Max. My	18	-5330.54	12.08	-78365.67
			Max. Vy	26	-4300.02	78381.49	-48.14
			Max. Vx	18	4299.11	12.08	-78365.67
			Max. Torque	5			-1097.21
L2	96.5 - 71.5	Pole	Max Tension	1	0.00	0.00	0.00
			Max. Compression	34	-15460.00	93.10	-53.75
			Max. Mx	26	-7298.57	196026.04	-30.80
			Max. My	18	-7299.16	30.57	-195981.03
			Max. Vy	26	-5293.87	196026.04	-30.80
			Max. Vx	18	5292.59	30.57	-195981.03
			Max. Torque	5			-1096.85
L3	71.5 - 47	Pole	Max Tension	1	0.00	0.00	0.00
			Max. Compression	34	-26411.79	1832.45	-1057.97
			Max. Mx	26	-13342.43	374813.96	-488.61
			Max. My	18	-13343.97	811.15	-373989.68
			Max. Vy	26	-8262.89	374813.96	-488.61
			Max. Vx	18	8239.39	811.15	-373989.68
			Max. Torque	33			2427.19
L4	47 - 22.75	Pole	Max Tension	1	0.00	0.00	0.00
			Max. Compression	34	-31334.07	1849.64	-1067.89
			Max. Mx	26	-16642.91	581052.20	-487.47
			Max. My	18	-16643.79	826.79	-579667.07
			Max. Vy	26	-9063.66	581052.20	-487.47
			Max. Vx	18	9040.46	826.79	-579667.07
			Max. Torque	33			2424.87
L5	22.75 - 2.5	Pole	Max Tension	1	0.00	0.00	0.00
			Max. Compression	34	-36795.61	1834.62	-1059.22
			Max. Mx	26	-20472.67	816019.38	-493.42
			Max. My	18	-20472.66	831.60	-814057.53
			Max. Vy	26	-9675.61	816019.38	-493.42
			Max. Vx	18	9653.01	831.60	-814057.53
			Max. Torque	33			2422.60

Maximum Reactions

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Location	Condition	Gov. Load Comb.	Vertical lb	Horizontal, X lb	Horizontal, Z lb
Pole	Max. Vert	34	36795.61	-0.59	0.34
	Max. H _x	27	15357.93	9666.28	0.00
	Max. H _z	2	20477.21	-0.00	9643.36
	Max. M _x	2	813097.09	-0.00	9643.36
	Max. M _z	10	814355.66	-9665.94	0.01
	Max. Torsion	33	2421.73	4881.31	8454.68
	Min. Vert	19	15357.88	-0.00	-9643.10
	Min. H _x	11	15357.93	-9666.28	0.00
	Min. H _z	18	20477.21	-0.00	-9643.36
	Min. M _x	18	-814057.53	-0.00	-9643.36
	Min. M _z	26	-816019.38	9665.94	0.01
	Min. Torsion	17	-2421.73	-4881.27	-8454.60

Tower Mast Reaction Summary

Load Combination	Vertical lb	Shear _x lb	Shear _z lb	Overturning Moment, M _x lb-ft	Overturning Moment, M _z lb-ft	Torque lb-ft
Dead Only	17064.40	-0.00	0.00	372.28	644.80	0.00
1.2 Dead+1.0 Wind 0 deg - No Ice	20477.21	0.00	-9643.36	-813097.09	831.56	-353.87
0.9 Dead+1.0 Wind 0 deg - No Ice	15357.88	0.00	-9643.10	-801848.53	611.70	-357.15
1.2 Dead+1.0 Wind 30 deg - No Ice	20477.27	4769.09	-8260.30	-697735.12	-402267.79	1478.67
0.9 Dead+1.0 Wind 30 deg - No Ice	15357.96	4769.12	-8260.36	-688104.95	-396858.70	1477.11
1.2 Dead+1.0 Wind 45 deg - No Ice	20477.27	6736.10	-6736.10	-569019.36	-568655.58	957.49
0.9 Dead+1.0 Wind 45 deg - No Ice	15357.96	6736.15	-6736.15	-561185.94	-560918.54	956.72
1.2 Dead+1.0 Wind 60 deg - No Ice	20477.27	8269.76	-4774.55	-403014.22	-698043.61	-223.20
0.9 Dead+1.0 Wind 60 deg - No Ice	15357.95	8269.74	-4774.54	-397500.57	-688492.87	-223.23
1.2 Dead+1.0 Wind 90 deg - No Ice	20477.24	9665.94	-0.01	493.61	-814355.66	-1538.93
0.9 Dead+1.0 Wind 90 deg - No Ice	15357.93	9666.28	-0.00	362.87	-803240.60	-1537.36
1.2 Dead+1.0 Wind 120 deg - No Ice	20477.27	8464.09	4886.74	411867.75	-711716.64	695.66
0.9 Dead+1.0 Wind 120 deg - No Ice	15357.96	8464.15	4886.78	406018.12	-702023.54	699.02
1.2 Dead+1.0 Wind 135 deg - No Ice	20477.27	6919.31	6919.31	582855.65	-581561.08	1990.41
0.9 Dead+1.0 Wind 135 deg - No Ice	15357.96	6919.36	6919.36	574630.81	-573678.36	1994.40
1.2 Dead+1.0 Wind 150 deg - No Ice	20477.27	4881.28	8454.62	712353.68	-410186.95	2417.53
0.9 Dead+1.0 Wind 150 deg - No Ice	15357.95	4881.27	8454.60	702315.47	-404679.54	2421.73
1.2 Dead+1.0 Wind 180 deg - No Ice	20477.21	0.00	9643.36	814057.53	831.55	353.86
0.9 Dead+1.0 Wind 180 deg - No Ice	15357.88	0.00	9643.10	802554.99	611.69	357.15
1.2 Dead+1.0 Wind 210 deg - No Ice	20477.27	-4769.08	8260.30	698682.64	403954.71	-1478.62

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Load Combination	Vertical lb	Shear _x lb	Shear _z lb	Overturning Moment, M _x lb-ft	Overturning Moment, M _z lb-ft	Torque lb-ft
0.9 Dead+1.0 Wind 210 deg - No Ice	15357.95	-4769.07	8260.28	688794.29	398094.67	-1477.06
1.2 Dead+1.0 Wind 225 deg - No Ice	20477.27	-6736.10	6736.10	569967.95	570331.77	-957.45
0.9 Dead+1.0 Wind 225 deg - No Ice	15357.96	-6736.15	6736.15	561883.92	562151.34	-956.69
1.2 Dead+1.0 Wind 240 deg - No Ice	20477.27	-8269.76	4774.55	403977.34	699706.26	223.19
0.9 Dead+1.0 Wind 240 deg - No Ice	15357.95	-8269.74	4774.54	398208.98	689715.92	223.22
1.2 Dead+1.0 Wind 270 deg - No Ice	20477.24	-9665.94	-0.01	493.64	816019.38	1538.88
0.9 Dead+1.0 Wind 270 deg - No Ice	15357.93	-9666.28	-0.00	362.89	804464.48	1537.32
1.2 Dead+1.0 Wind 300 deg - No Ice	20477.27	-8464.09	-4886.74	-410911.37	713378.05	-695.64
0.9 Dead+1.0 Wind 300 deg - No Ice	15357.95	-8464.07	-4886.73	-405310.07	703237.65	-699.00
1.2 Dead+1.0 Wind 315 deg - No Ice	20477.27	-6919.31	-6919.31	-581912.71	583207.25	-1990.40
0.9 Dead+1.0 Wind 315 deg - No Ice	15357.96	-6919.36	-6919.36	-573937.01	574889.45	-1994.39
1.2 Dead+1.0 Wind 330 deg - No Ice	20477.27	-4881.28	-8454.62	-711409.03	411823.14	-2417.53
0.9 Dead+1.0 Wind 330 deg - No Ice	15357.96	-4881.31	-8454.68	-701628.38	405888.02	-2421.73
1.2 Dead+1.0 Ice	36795.61	0.59	-0.34	1059.22	1834.62	0.00
1.2 Dead+1.0 Wind 0 deg+1.0 Ice	36795.60	0.01	-3153.18	-269531.76	1950.56	-88.96
1.2 Dead+1.0 Wind 30 deg+1.0 Ice	36795.60	1567.21	-2714.48	-232071.63	-132684.48	215.85
1.2 Dead+1.0 Wind 45 deg+1.0 Ice	36795.60	2214.64	-2214.63	-189151.46	-188325.63	141.64
1.2 Dead+1.0 Wind 60 deg+1.0 Ice	36795.60	2715.42	-1567.75	-133549.99	-231315.63	-36.47
1.2 Dead+1.0 Wind 90 deg+1.0 Ice	36795.60	3155.35	-0.00	1127.77	-268866.94	-225.72
1.2 Dead+1.0 Wind 120 deg+1.0 Ice	36795.60	2748.87	1587.05	137227.37	-233784.09	144.80
1.2 Dead+1.0 Wind 135 deg+1.0 Ice	36795.60	2246.17	2246.16	193729.29	-190654.59	354.48
1.2 Dead+1.0 Wind 150 deg+1.0 Ice	36795.60	1586.52	2747.92	236790.63	-134112.55	423.22
1.2 Dead+1.0 Wind 180 deg+1.0 Ice	36795.60	0.01	3153.17	271783.95	1950.55	88.96
1.2 Dead+1.0 Wind 210 deg+1.0 Ice	36795.60	-1567.20	2714.47	234322.20	136588.22	-215.84
1.2 Dead+1.0 Wind 225 deg+1.0 Ice	36795.60	-2214.62	2214.63	191402.18	192228.04	-141.64
1.2 Dead+1.0 Wind 240 deg+1.0 Ice	36795.60	-2715.40	1567.74	135802.48	235216.39	36.47
1.2 Dead+1.0 Wind 270 deg+1.0 Ice	36795.60	-3155.33	-0.00	1127.79	272767.85	225.72
1.2 Dead+1.0 Wind 300 deg+1.0 Ice	36795.60	-2748.86	-1587.06	-134975.44	237684.84	-144.80
1.2 Dead+1.0 Wind 315 deg+1.0 Ice	36795.60	-2246.16	-2246.17	-191478.96	194553.63	-354.47
1.2 Dead+1.0 Wind 330 deg+1.0 Ice	36795.60	-1586.51	-2747.93	-234540.16	138010.49	-423.22
Dead+Wind 0 deg - Service	17064.39	0.00	-3669.64	-306501.96	686.29	-135.95
Dead+Wind 30 deg - Service	17064.39	1814.52	-3142.83	-262926.73	-151341.71	564.81

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Load Combination	Vertical lb	Shear _x lb	Shear _z lb	Overturning Moment, M _x lb-ft	Overturning Moment, M _z lb-ft	Torque lb-ft
Dead+Wind 45 deg - Service	17064.39	2562.91	-2562.91	-214382.45	-214091.08	365.83
Dead+Wind 60 deg - Service	17064.39	3146.43	-1816.60	-151778.31	-262887.91	-85.22
Dead+Wind 90 deg - Service	17064.39	3677.96	-0.00	397.71	-306793.59	-587.85
Dead+Wind 120 deg - Service	17064.39	3220.38	1859.28	155556.04	-268058.72	266.48
Dead+Wind 135 deg - Service	17064.39	2632.63	2632.62	220048.38	-218967.71	761.50
Dead+Wind 150 deg - Service	17064.39	1857.21	3216.77	268888.41	-154329.76	924.83
Dead+Wind 180 deg - Service	17064.39	0.00	3669.64	307294.44	686.29	135.95
Dead+Wind 210 deg - Service	17064.39	-1814.51	3142.83	263717.79	152716.79	-564.80
Dead+Wind 225 deg - Service	17064.39	-2562.91	2562.91	215173.63	215465.01	-365.83
Dead+Wind 240 deg - Service	17064.39	-3146.43	1816.59	152571.05	264260.38	85.22
Dead+Wind 270 deg - Service	17064.39	-3677.95	-0.00	397.71	308166.19	587.84
Dead+Wind 300 deg - Service	17064.39	-3220.37	-1859.29	-154764.00	269431.07	-266.48
Dead+Wind 315 deg - Service	17064.39	-2632.62	-2632.62	-219257.78	220338.44	-761.50
Dead+Wind 330 deg - Service	17064.39	-1857.20	-3216.77	-268097.63	155699.43	-924.83

Solution Summary

Load Comb.	Sum of Applied Forces			Sum of Reactions			% Error
	PX lb	PY lb	PZ lb	PX lb	PY lb	PZ lb	
1	0.00	-17064.40	0.00	0.00	17064.40	-0.00	0.000%
2	0.00	-20477.28	-9645.09	-0.00	20477.21	9643.36	0.008%
3	0.00	-15357.96	-9645.09	-0.00	15357.88	9643.10	0.011%
4	4769.18	-20477.28	-8260.46	-4769.09	20477.27	8260.30	0.001%
5	4769.18	-15357.96	-8260.46	-4769.12	15357.96	8260.36	0.001%
6	6736.23	-20477.28	-6736.23	-6736.10	20477.27	6736.10	0.001%
7	6736.23	-15357.96	-6736.23	-6736.15	15357.96	6736.15	0.001%
8	8269.93	-20477.28	-4774.65	-8269.76	20477.27	4774.55	0.001%
9	8269.93	-15357.96	-4774.65	-8269.74	15357.95	4774.54	0.001%
10	9666.95	-20477.28	0.00	-9665.94	20477.24	0.01	0.004%
11	9666.95	-15357.96	0.00	-9666.28	15357.93	0.00	0.004%
12	8464.26	-20477.28	4886.84	-8464.09	20477.27	-4886.74	0.001%
13	8464.26	-15357.96	4886.84	-8464.15	15357.96	-4886.78	0.001%
14	6919.44	-20477.28	6919.44	-6919.31	20477.27	-6919.31	0.001%
15	6919.44	-15357.96	6919.44	-6919.36	15357.96	-6919.36	0.001%
16	4881.38	-20477.28	8454.79	-4881.28	20477.27	-8454.62	0.001%
17	4881.38	-15357.96	8454.79	-4881.27	15357.95	-8454.60	0.001%
18	0.00	-20477.28	9645.09	-0.00	20477.21	-9643.36	0.008%
19	0.00	-15357.96	9645.09	-0.00	15357.88	-9643.10	0.011%
20	-4769.18	-20477.28	8260.46	4769.08	20477.27	-8260.30	0.001%
21	-4769.18	-15357.96	8260.46	4769.07	15357.95	-8260.28	0.001%
22	-6736.23	-20477.28	6736.23	6736.10	20477.27	-6736.10	0.001%
23	-6736.23	-15357.96	6736.23	6736.15	15357.96	-6736.15	0.001%
24	-8269.93	-20477.28	4774.65	8269.76	20477.27	-4774.55	0.001%
25	-8269.93	-15357.96	4774.65	8269.74	15357.95	-4774.54	0.001%
26	-9666.95	-20477.28	0.00	9665.94	20477.24	0.01	0.004%
27	-9666.95	-15357.96	0.00	9666.28	15357.93	0.00	0.004%
28	-8464.26	-20477.28	-4886.84	8464.09	20477.27	4886.74	0.001%
29	-8464.26	-15357.96	-4886.84	8464.07	15357.95	4886.73	0.001%
30	-6919.44	-20477.28	-6919.44	6919.31	20477.27	6919.31	0.001%
31	-6919.44	-15357.96	-6919.44	6919.36	15357.96	6919.36	0.001%
32	-4881.38	-20477.28	-8454.79	4881.28	20477.27	8454.62	0.001%
33	-4881.38	-15357.96	-8454.79	4881.31	15357.96	8454.68	0.001%
34	0.00	-36795.61	0.00	-0.59	36795.61	0.34	0.002%
35	0.00	-36795.61	-3153.84	-0.01	36795.60	3153.18	0.002%
36	1567.53	-36795.61	-2715.04	-1567.21	36795.60	2714.48	0.002%
37	2215.09	-36795.61	-2215.09	-2214.64	36795.60	2214.63	0.002%
38	2715.98	-36795.61	-1568.07	-2715.42	36795.60	1567.75	0.002%

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Load Comb.	Sum of Applied Forces			Sum of Reactions			% Error
	PX lb	PY lb	PZ lb	PX lb	PY lb	PZ lb	
39	3156.00	-36795.61	0.00	-3155.35	36795.60	0.00	0.002%
40	2749.44	-36795.61	1587.39	-2748.87	36795.60	-1587.05	0.002%
41	2246.64	-36795.61	2246.64	-2246.17	36795.60	-2246.16	0.002%
42	1586.85	-36795.61	2748.50	-1586.52	36795.60	-2747.92	0.002%
43	0.00	-36795.61	3153.84	-0.01	36795.60	-3153.17	0.002%
44	-1567.53	-36795.61	2715.04	1567.20	36795.60	-2714.47	0.002%
45	-2215.09	-36795.61	2215.09	2214.62	36795.60	-2214.63	0.002%
46	-2715.98	-36795.61	1568.07	2715.40	36795.60	-1567.74	0.002%
47	-3156.00	-36795.61	0.00	3155.33	36795.60	0.00	0.002%
48	-2749.44	-36795.61	-1587.39	2748.86	36795.60	1587.06	0.002%
49	-2246.64	-36795.61	-2246.64	2246.16	36795.60	2246.17	0.002%
50	-1586.85	-36795.61	-2748.50	1586.51	36795.60	2747.93	0.002%
51	0.00	-17064.40	-3670.53	-0.00	17064.39	3669.64	0.005%
52	1814.96	-17064.40	-3143.59	-1814.52	17064.39	3142.83	0.005%
53	2563.53	-17064.40	-2563.53	-2562.91	17064.39	2562.91	0.005%
54	3147.20	-17064.40	-1817.04	-3146.43	17064.39	1816.60	0.005%
55	3678.85	-17064.40	0.00	-3677.96	17064.39	0.00	0.005%
56	3221.15	-17064.40	1859.73	-3220.38	17064.39	-1859.28	0.005%
57	2633.26	-17064.40	2633.26	-2632.63	17064.39	-2632.62	0.005%
58	1857.65	-17064.40	3217.55	-1857.21	17064.39	-3216.77	0.005%
59	0.00	-17064.40	3670.53	-0.00	17064.39	-3669.64	0.005%
60	-1814.96	-17064.40	3143.59	1814.51	17064.39	-3142.83	0.005%
61	-2563.53	-17064.40	2563.53	2562.91	17064.39	-2562.91	0.005%
62	-3147.20	-17064.40	1817.04	3146.43	17064.39	-1816.59	0.005%
63	-3678.85	-17064.40	0.00	3677.95	17064.39	0.00	0.005%
64	-3221.15	-17064.40	-1859.73	3220.37	17064.39	1859.29	0.005%
65	-2633.26	-17064.40	-2633.26	2632.62	17064.39	2632.62	0.005%
66	-1857.65	-17064.40	-3217.55	1857.20	17064.39	3216.77	0.005%

Non-Linear Convergence Results

Load Combination	Converged?	Number of Cycles	Displacement Tolerance	Force Tolerance
1	Yes	6	0.00000001	0.00000001
2	Yes	19	0.00009155	0.00006706
3	Yes	18	0.00010490	0.00009868
4	Yes	23	0.00000001	0.00011812
5	Yes	23	0.00000001	0.00009197
6	Yes	23	0.00000001	0.00012088
7	Yes	23	0.00000001	0.00009361
8	Yes	23	0.00000001	0.00010596
9	Yes	22	0.00000001	0.00014111
10	Yes	20	0.00005387	0.00011736
11	Yes	20	0.00000001	0.00009862
12	Yes	23	0.00000001	0.00011343
13	Yes	23	0.00000001	0.00008768
14	Yes	23	0.00000001	0.00012859
15	Yes	23	0.00000001	0.00009938
16	Yes	23	0.00000001	0.00009565
17	Yes	22	0.00000001	0.00012646
18	Yes	19	0.00009154	0.00006718
19	Yes	18	0.00010489	0.00009880
20	Yes	23	0.00000001	0.00009575
21	Yes	22	0.00000001	0.00012664
22	Yes	23	0.00000001	0.00012206
23	Yes	23	0.00000001	0.00009429

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24	Yes	23	0.00000001	0.00010431
25	Yes	22	0.00000001	0.00013839
26	Yes	20	0.00005387	0.00011768
27	Yes	20	0.00000001	0.00009881
28	Yes	23	0.00000001	0.00010510
29	Yes	22	0.00000001	0.00013906
30	Yes	23	0.00000001	0.00012891
31	Yes	23	0.00000001	0.00009957
32	Yes	23	0.00000001	0.00013039
33	Yes	23	0.00000001	0.00010144
34	Yes	11	0.00000001	0.00000919
35	Yes	21	0.00011319	0.00000982
36	Yes	21	0.00011313	0.00002079
37	Yes	21	0.00011310	0.00001895
38	Yes	21	0.00011313	0.00001718
39	Yes	21	0.00011319	0.00001112
40	Yes	21	0.00011307	0.00001943
41	Yes	21	0.00011304	0.00002105
42	Yes	21	0.00011308	0.00001391
43	Yes	21	0.00011320	0.00000994
44	Yes	21	0.00011313	0.00001535
45	Yes	21	0.00011310	0.00002041
46	Yes	21	0.00011313	0.00001761
47	Yes	21	0.00011320	0.00001134
48	Yes	21	0.00011308	0.00001638
49	Yes	21	0.00011304	0.00002144
50	Yes	21	0.00011308	0.00002511
51	Yes	18	0.00012291	0.00004041
52	Yes	18	0.00012279	0.00009979
53	Yes	18	0.00012275	0.00007773
54	Yes	18	0.00012279	0.00006851
55	Yes	18	0.00012290	0.00006123
56	Yes	18	0.00012269	0.00007964
57	Yes	18	0.00012263	0.00009359
58	Yes	18	0.00012270	0.00006031
59	Yes	18	0.00012291	0.00004056
60	Yes	18	0.00012279	0.00005345
61	Yes	18	0.00012274	0.00007943
62	Yes	18	0.00012278	0.00006373
63	Yes	18	0.00012290	0.00006161
64	Yes	18	0.00012269	0.00006045
65	Yes	18	0.00012263	0.00009404
66	Yes	18	0.00012269	0.00012300

Maximum Tower Deflections - Service Wind

Section No.	Elevation ft	Horz. Deflection in	Gov. Load Comb.	Tilt °	Twist °
L1	125 - 96.5	23.050	64	1.4437	0.0137
L2	100 - 71.5	15.621	64	1.3562	0.0101
L3	75.5 - 47	9.249	65	1.0909	0.0073
L4	51.25 - 22.75	4.374	65	0.7961	0.0043
L5	27.5 - 2.5	1.232	65	0.4307	0.0019

Critical Deflections and Radius of Curvature - Service Wind

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<i>Elevation</i>	<i>Appurtenance</i>	<i>Gov. Load Comb.</i>	<i>Deflection</i>	<i>Tilt</i>	<i>Twist</i>	<i>Radius of Curvature</i>
<i>ft</i>			<i>in</i>	<i>°</i>	<i>°</i>	<i>ft</i>
120.00	(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	64	21.532	1.4355	0.0129	37354
70.00	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	65	8.011	1.0258	0.0066	4650

Maximum Tower Deflections - Design Wind

<i>Section No.</i>	<i>Elevation</i>	<i>Horz. Deflection</i>	<i>Gov. Load Comb.</i>	<i>Tilt</i>	<i>Twist</i>
	<i>ft</i>	<i>in</i>		<i>°</i>	<i>°</i>
L1	125 - 96.5	61.158	30	3.8357	0.0358
L2	100 - 71.5	41.446	30	3.6027	0.0266
L3	75.5 - 47	24.541	30	2.8963	0.0191
L4	51.25 - 22.75	11.605	30	2.1133	0.0113
L5	27.5 - 2.5	3.267	30	1.1426	0.0050

Critical Deflections and Radius of Curvature - Design Wind

<i>Elevation</i>	<i>Appurtenance</i>	<i>Gov. Load Comb.</i>	<i>Deflection</i>	<i>Tilt</i>	<i>Twist</i>	<i>Radius of Curvature</i>
<i>ft</i>			<i>in</i>	<i>°</i>	<i>°</i>	<i>ft</i>
120.00	(2) Commscope NHH-65B-R2B (72"x19.6"x7.8", 82lb) w/ MP	30	57.130	3.8139	0.0339	14138
70.00	Dengyo OCT8-2LX2HX-BW65 (95.9"x21.0"x6.3", 101.4 lbs) w/ MP	30	21.256	2.7232	0.0174	1757

Compression Checks

Pole Design Data

<i>Section No.</i>	<i>Elevation</i>	<i>Size</i>	<i>L</i>	<i>L_u</i>	<i>Kl/r</i>	<i>A</i>	<i>P_u</i>	<i>φP_n</i>	<i>Ratio P_u / φP_n</i>
	<i>ft</i>		<i>ft</i>	<i>ft</i>		<i>in²</i>	<i>lb</i>	<i>lb</i>	
L1	125 - 96.5 (1)	TP24.7665x20.83x0.1875	28.50	0.00	0.0	14.3399	-5328.61	989382.00	0.005
L2	96.5 - 71.5 (2)	TP27.8446x23.9081x0.1875	28.50	0.00	0.0	16.1306	-7296.82	1064710.00	0.007
L3	71.5 - 47 (3)	TP30.8536x26.9171x0.25	28.50	0.00	0.0	23.8182	-13335.50	1680800.00	0.008
L4	47 - 22.75 (4)	TP33.7031x29.7666x0.25	28.50	0.00	0.0	26.0244	-16638.80	1782570.00	0.009
L5	22.75 - 2.5 (5)	TP36x32.547x0.25	25.00	0.00	0.0	28.3676	-20472.60	1880650.00	0.011

Pole Bending Design Data

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Section No.	Elevation ft	Size	M_{ux} lb-ft	ϕM_{rx} lb-ft	Ratio $\frac{M_{ux}}{\phi M_{rx}}$	M_{uy} lb-ft	ϕM_{ry} lb-ft	Ratio $\frac{M_{uy}}{\phi M_{ry}}$
L1	125 - 96.5 (1)	TP24.7665x20.83x0.1875	78421.33	490260.83	0.160	0.00	490260.83	0.000
L2	96.5 - 71.5 (2)	TP27.8446x23.9081x0.1875	196130.83	593980.00	0.330	0.00	593980.00	0.000
L3	71.5 - 47 (3)	TP30.8536x26.9171x0.25	376705.00	1036975.00	0.363	0.00	1036975.00	0.000
L4	47 - 22.75 (4)	TP33.7031x29.7666x0.25	585865.83	1202475.00	0.487	0.00	1202475.00	0.000
L5	22.75 - 2.5 (5)	TP36x32.547x0.25	823865.00	1383725.00	0.595	0.00	1383725.00	0.000

Pole Shear Design Data

Section No.	Elevation ft	Size	Actual V_u lb	ϕV_n lb	Ratio $\frac{V_u}{\phi V_n}$	Actual T_u lb-ft	ϕT_n lb-ft	Ratio $\frac{T_u}{\phi T_n}$
L1	125 - 96.5 (1)	TP24.7665x20.83x0.1875	4305.40	494691.00	0.009	775.46	982875.00	0.001
L2	96.5 - 71.5 (2)	TP27.8446x23.9081x0.1875	5299.94	532354.00	0.010	774.31	1190658.33	0.001
L3	71.5 - 47 (3)	TP30.8536x26.9171x0.25	8388.38	840402.00	0.010	1993.40	2079100.00	0.001
L4	47 - 22.75 (4)	TP33.7031x29.7666x0.25	9186.47	891287.00	0.010	1991.38	2410666.67	0.001
L5	22.75 - 2.5 (5)	TP36x32.547x0.25	9795.14	940324.00	0.010	1990.39	2773758.33	0.001

Pole Interaction Design Data

Section No.	Elevation ft	Ratio $\frac{P_u}{\phi P_n}$	Ratio $\frac{M_{ux}}{\phi M_{rx}}$	Ratio $\frac{M_{uy}}{\phi M_{ry}}$	Ratio $\frac{V_u}{\phi V_n}$	Ratio $\frac{T_u}{\phi T_n}$	Comb. Stress Ratio	Allow. Stress Ratio	Criteria
L1	125 - 96.5 (1)	0.005	0.160	0.000	0.009	0.001	0.165	1.000	✓
L2	96.5 - 71.5 (2)	0.007	0.330	0.000	0.010	0.001	0.337	1.000	✓
L3	71.5 - 47 (3)	0.008	0.363	0.000	0.010	0.001	0.371	1.000	✓
L4	47 - 22.75 (4)	0.009	0.487	0.000	0.010	0.001	0.497	1.000	✓
L5	22.75 - 2.5 (5)	0.011	0.595	0.000	0.010	0.001	0.606	1.000	✓

Section Capacity Table

Section No.	Elevation ft	Component Type	Size	Critical Element	P lb	ϕP_{allow} lb	% Capacity	Pass Fail
L1	125 - 96.5	Pole	TP24.7665x20.83x0.1875	1	-5328.61	989382.00	16.5	Pass
L2	96.5 - 71.5	Pole	TP27.8446x23.9081x0.1875	2	-7296.82	1064710.00	33.7	Pass
L3	71.5 - 47	Pole	TP30.8536x26.9171x0.25	3	-13335.50	1680800.00	37.1	Pass
L4	47 - 22.75	Pole	TP33.7031x29.7666x0.25	4	-16638.80	1782570.00	49.7	Pass
L5	22.75 - 2.5	Pole	TP36x32.547x0.25	5	-20472.60	1880650.00	60.6	Pass

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<i>Section No.</i>	<i>Elevation ft</i>	<i>Component Type</i>	<i>Size</i>	<i>Critical Element</i>	<i>P lb</i>	<i>ϕP_{allow} lb</i>	<i>% Capacity</i>	<i>Pass Fail</i>
						Summary		
						Pole (L5)	60.6	Pass
						RATING =	60.6	Pass

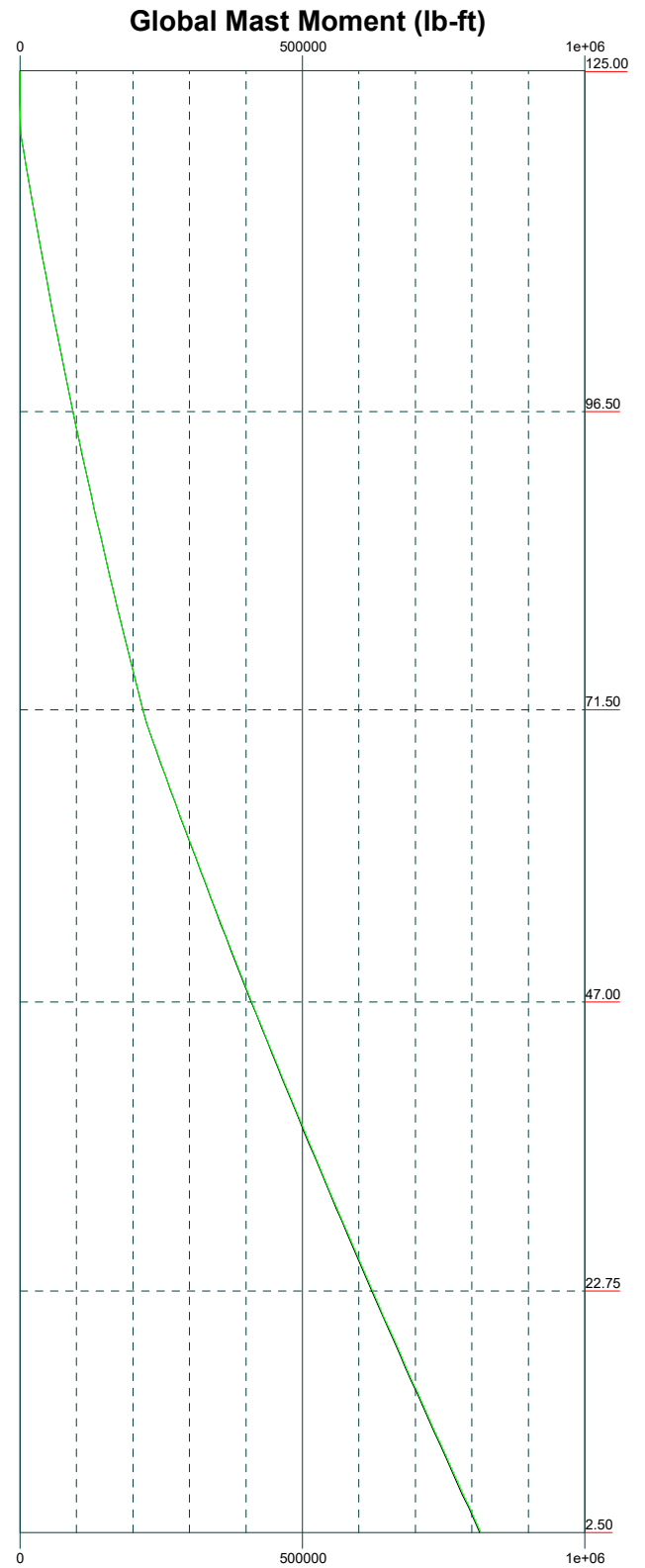
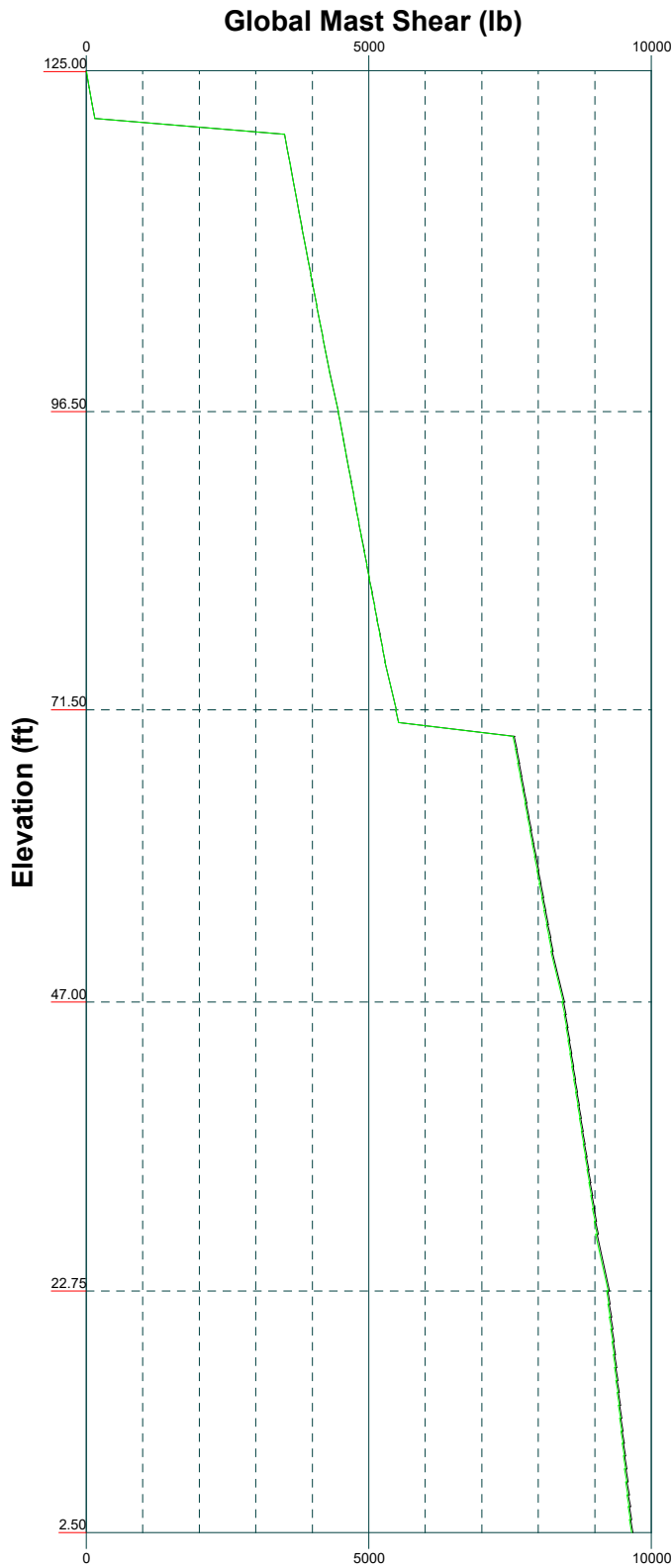
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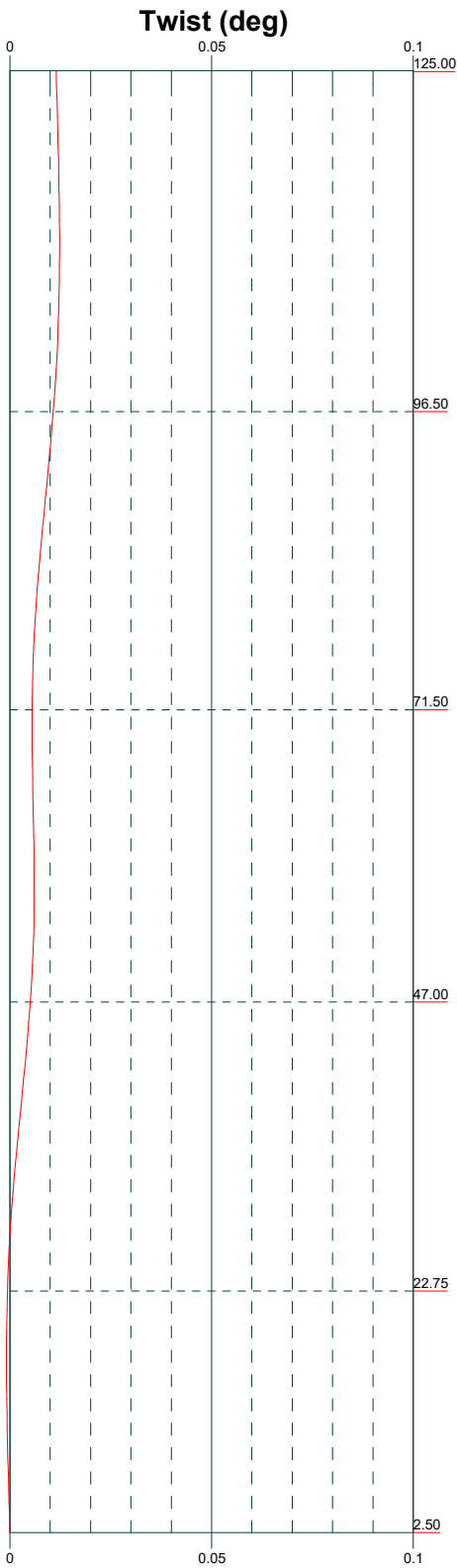
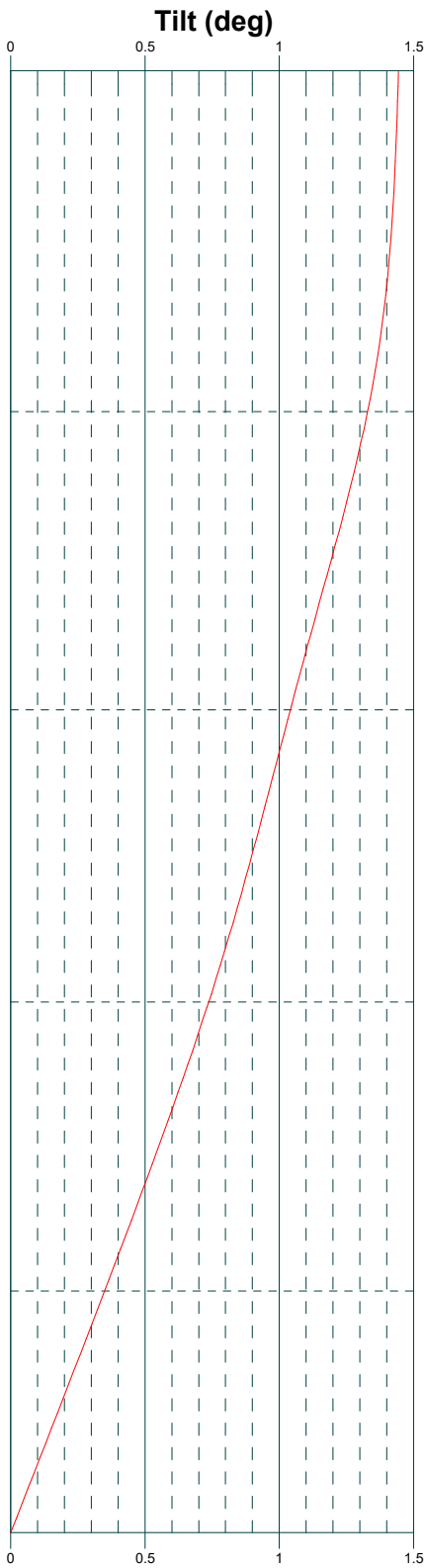
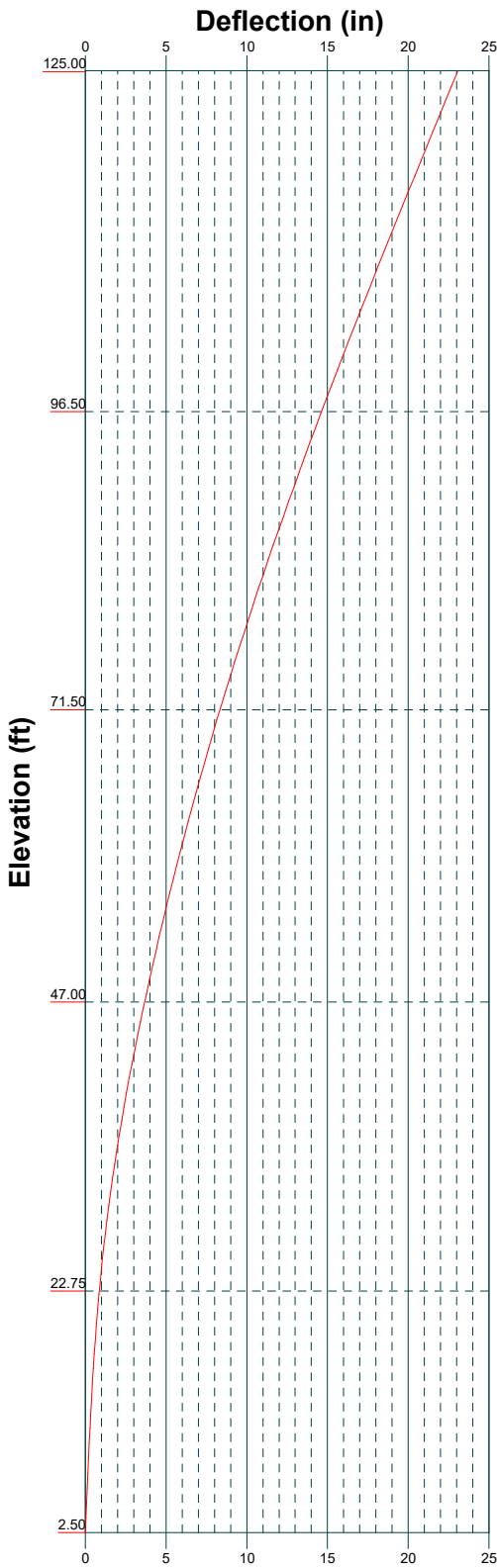
Vx

Vz

Mx

Mz



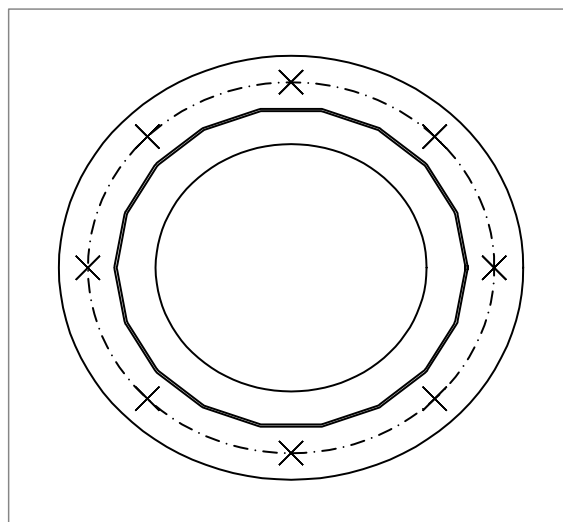


Monopole Baseplate & Anchorage Design per TIA-222-H Annex Q & TIA-222-H Section 4.9.9

Quantity	Symbol	Value	Units
Number of sides		18	
Flat O.D.	D_T	36.00	in
Pole wall thickness	t_T	0.25	in
Pole yield strength	F_{yp}	65	ksi
Bend Radius		1	in
Base plate fillet weld size		0.25	in
Anchor diameter	d	2.25	in
Number of anchors	n	8	
Anchor grade		F1554-105	
Base plate thickness	t_{TP}	2.5	in
Base plate yield strength	F_{yf}	50	ksi
Anchor hole diameter		2.375	in
Slotted to outside edge?		No	
Flat washer diameter		4	
Zinc drain hole diameter		2.375	
Zinc drain circle		36	in
Bolt circle diameter	D_{BC}	42	in
Plate O.D.	D_{OD}	48	in
Plate I.D.		28	in

Basic Input & Geometry

Base Plate Illustration



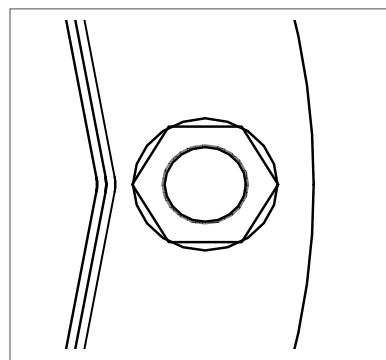
LRFD Loads		Symbol	Wind		Seismic	
			Value	Units	Value	Units
Axial down	$R_{u,c}$		36.8	k		k
Axial up	$R_{u,t}$		0	k		k
Shear	V_u		9.8	k		k
Moment	M_u		823.9	k-ft		k-ft
Member mom. capacity	ΦM_n		1384	k-ft		

Checks

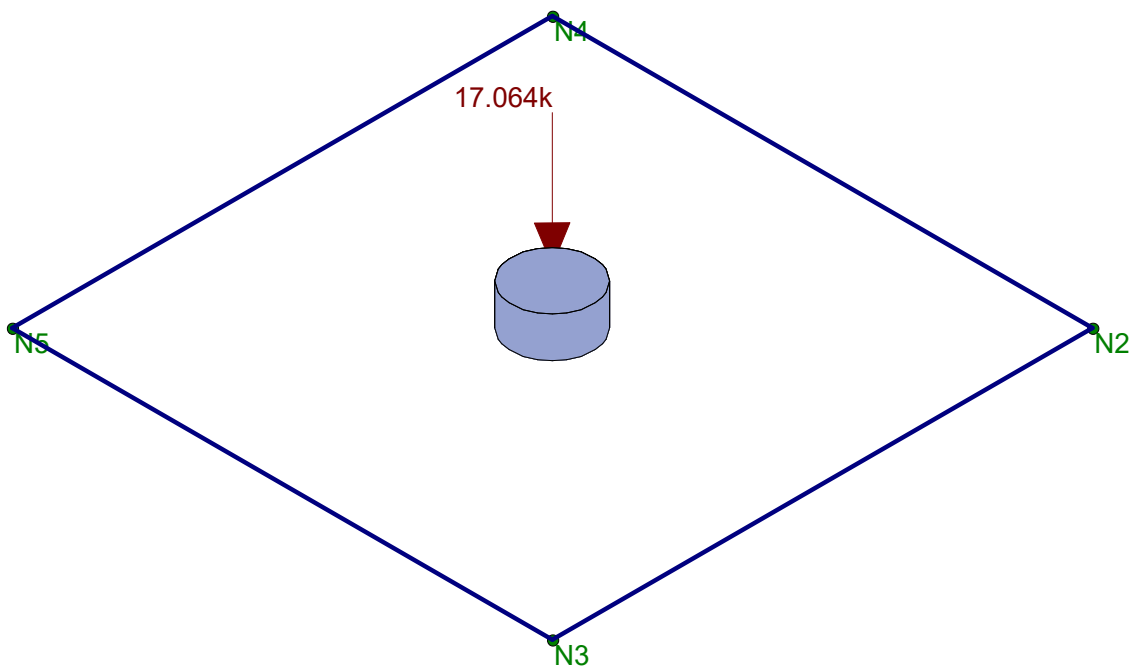
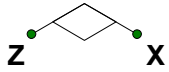
Plate stress ratio	27.9%	OK	
Anchor unity check	34.1%	OK	
Min. number of sides	18	OK	6 minimum
Min. number of anchors	8	OK	8 minimum
Max. anchor rod to pole distance	2.87"	OK	15" maximum
Min. anchor diameter	2.25"	OK	0.75" minimum
Max. anchor rod spacing	16.49"	NG	15" maximum
Min. anchor rod spacing	16.07"	OK	6.75" minimum
Min. base plate thickness	2.5"	OK	2.25" minimum
Min. inside diameter	28"	OK	10.8" minimum
Max. inside diameter	28"	OK	31.5" maximum

Note: when number of anchors is less than minimum and when maximum anchor rod spacing is exceeded, adjustments are made to the effective plate width calculations as if requirements of TIA-222-H Annex Q were met.

Fit Check

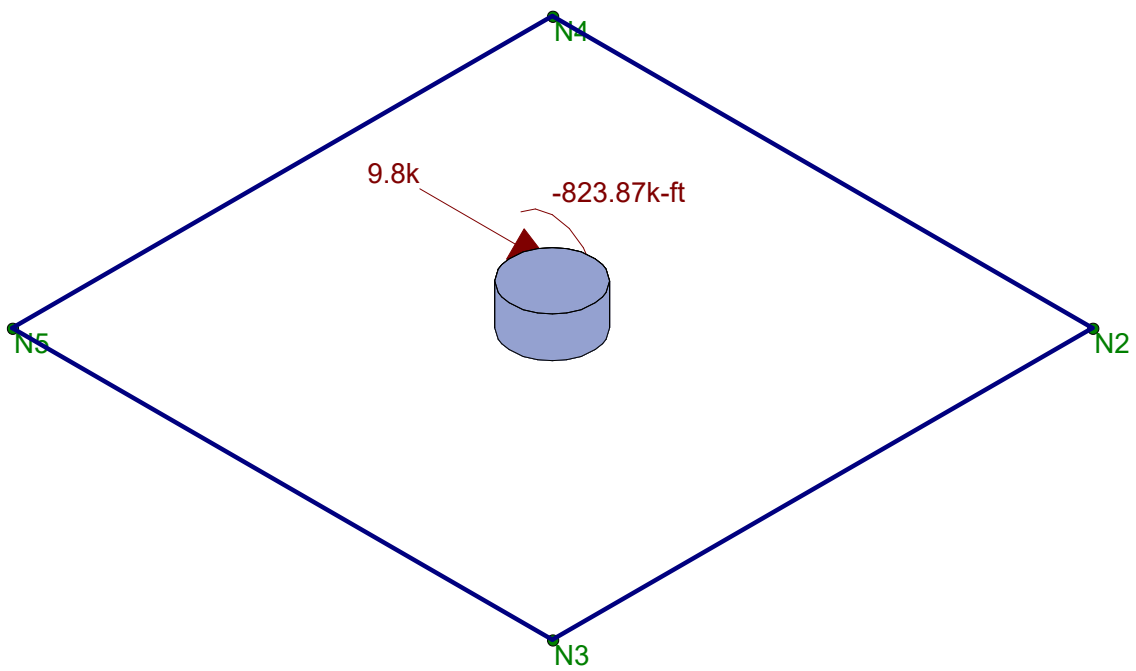
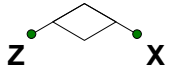


Check:	Dist.	Result
Washer vs weld	0.4291	OK
Washer vs OD	0.9375	OK
Washer covers hole	0.75	OK



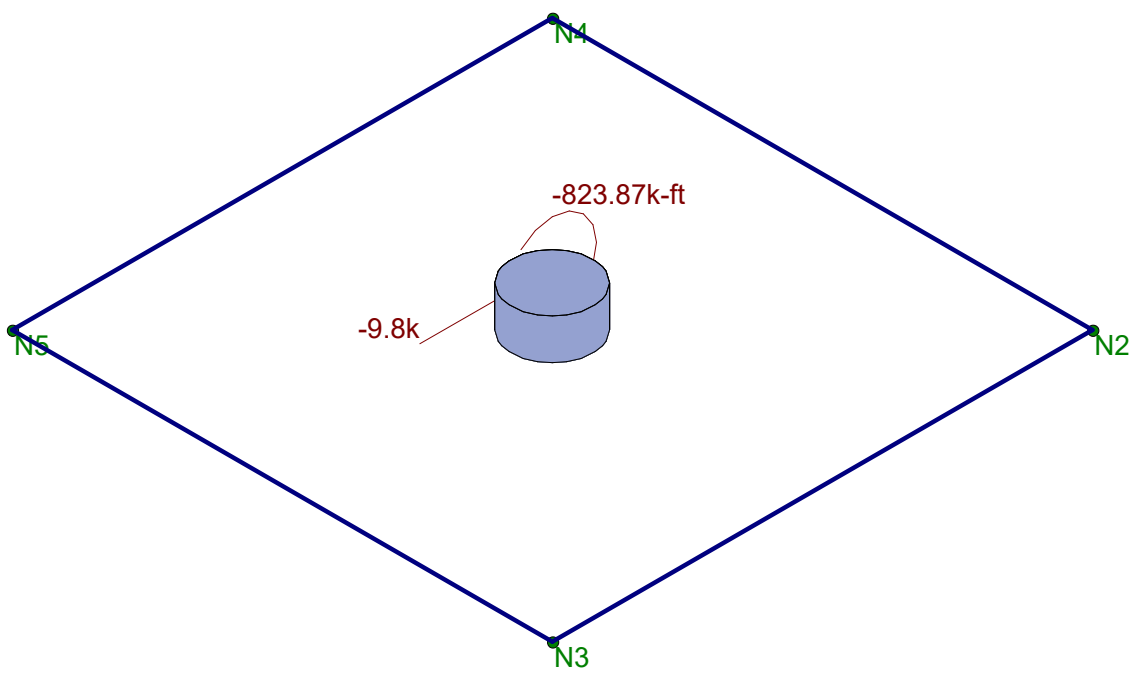
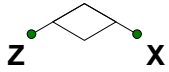
Loads: DL - Dead Load
Results for LC 2, DL

VSE	LS-20 Fnd	SK - 1
JJB		Feb 21, 2024 at 9:56 AM
U1140.0270.231		LS-20 Fnd centered.fnd



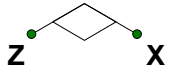
Loads: WLX - Wind Load X
Results for LC 2, DL

VSE	LS-20 Fnd	SK - 2
JJB		Feb 21, 2024 at 9:57 AM
U1140.0270.231		LS-20 Fnd centered.fnd

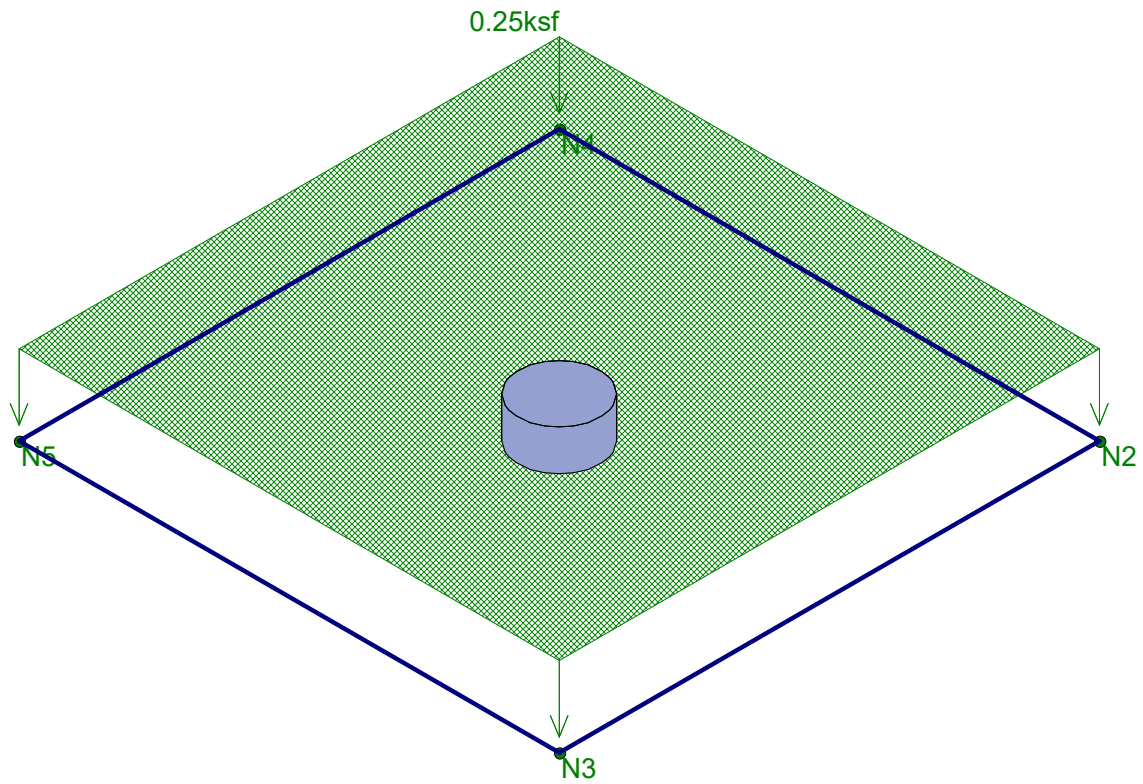


Loads: WLZ - Wind Load Z
Results for LC 2, DL

VSE	LS-20 Fnd	SK - 3
JJB		Feb 21, 2024 at 9:57 AM
U1140.0270.231		LS-20 Fnd centered.fnd

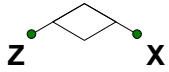


BALLAST WEIGHT: 100K

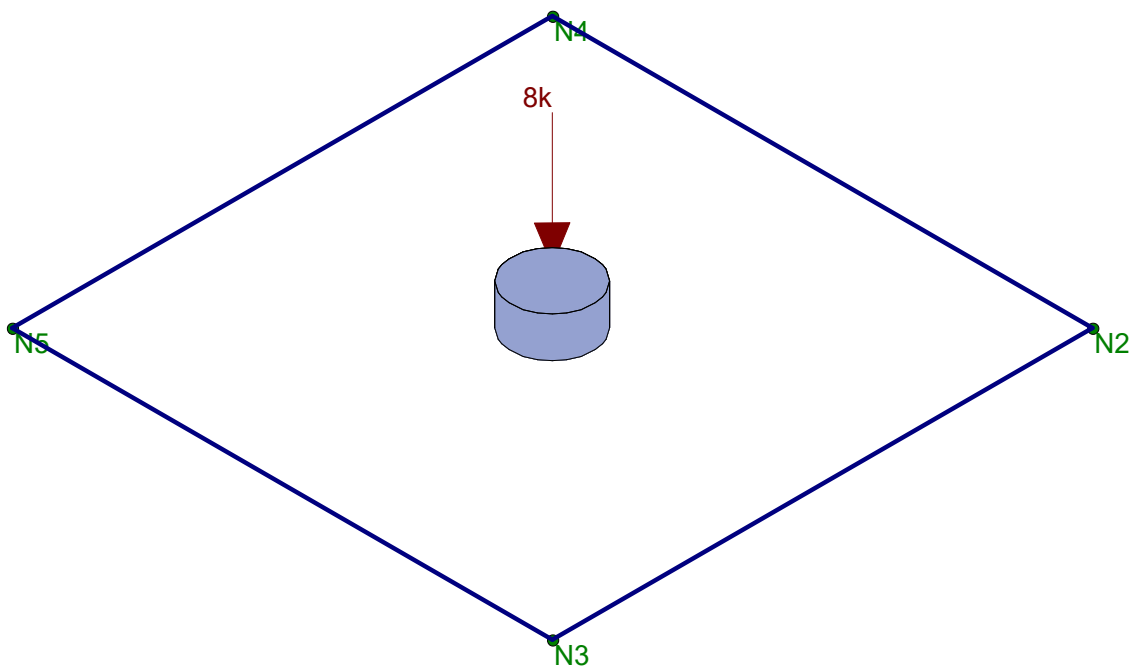


Loads: OL1 - Other Load 1
Results for LC 2, DL

VSE	LS-20 Fnd	SK - 4
JJB		Feb 21, 2024 at 9:57 AM
U1140.0270.231		LS-20 Fnd centered.fnd



EQUIPMENT WEIGHT: 8K



Loads: OL2 - Other Load 2
Results for LC 2, DL

VSE	LS-20 Fnd	SK - 5
JJB		Feb 21, 2024 at 9:58 AM
U1140.0270.231		LS-20 Fnd centered.fnd

(Global) Model Settings

Display Sections for Member Calcs	5
Max Internal Sections for Member Calcs	100
Mesh Size (in)	12
Max Iterations	10
Merge Tolerance (in)	0.12
Solver	Sparse Accelerated
Coefficient of Friction	0.25
No. of Shear Regions	4
Shear Region Spacing Increment (in)	4
Min 1 Bar Dia Spacing for Beams?	No
Optimize footings for OTM / Sliding?	No
Parame Beta Factor	0.65
Pile Safety Factor	3
Min % Steel for Pedestal	Auto
Concrete Stress Block	Rectangular
Concrete Rebar Set	ASTM A615
Include WWR	No
Concrete Code	ACI 318-14
HR Steel Pile Code	AISC 14th (360-10): ASD
Wood Pile Code	AWC NDS-18 / SDPWS-15 ASD
Mat Slab Design Option	Construction (Design per Integer No. of Bars)

Point Loads and Moments (Cat 1 : DL)

	Label	Direction	Magnitude[k,k-ft]
1	N1	Y	17.064

Point Loads and Moments (Cat 19 : WLX)

	Label	Direction	Magnitude[k,k-ft]
1	N1	X	9.8
2	N1	MZ	-823.87

Point Loads and Moments (Cat 21 : WLZ)

	Label	Direction	Magnitude[k,k-ft]
1	N1	Z	-9.8
2	N1	MX	-823.87

Point Loads and Moments (Cat 65 : OL2)

	Label	Direction	Magnitude[k,k-ft]
1	N1	Y	8

Slabs

	Label	Thickness [in]	Material	Local Axis An...	Analysis Offset [in]	Passive Pressure [ksf]	Soil Overburd...	Icr Factor
1	S1	12	Conc4000NW...	0	6	0	0	1

Load Combinations

	Label	S...	S...	A...	SF	Categ...	Fact...	Cate...	Factor	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...
1	Service																				
2	DL	Y...	Y...		1.5	DL	1														
3	OL1 (LS & Ballast)	Y...	Y...			OL1	1														
4	OL2 (Equipment)	Y...	Y...			OL2	1														
5	(DL+OL1+ OL2)...	Y...	Y...		1.5	DL	1	OL1	1	OL2	1	W...	0.6								
6	(DL+OL1+OL2) +...	Y...	Y...		1.5	DL	1	OL1	1	OL2	1	WLZ	0.6								

Load Combinations (Continued)

Label	S...	S...	A...	SF	Categ	Fact	Cate	Factor	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...	Ca...	Fa...
7 (DL+OL1+OL2)+...	Y...	Y...		1.5	DL	1	OL1	1	OL2	1	W...	0.4	WLZ	0.4						
8 (DL+OL1+OL2)-...	Y...	Y...		1.5	DL	1	OL1	1	OL2	1	W...	-0...	WLZ	-0...						
9 0.6(DL+OL1)+0.6...	Y...	Y...		1.1	DL	0.6	OL1	1			W...	0.6								
10 0.6(DL+OL1)+0.6...	Y...	Y...		1.1	DL	0.6	OL1	1			WLZ	0.6								
11 0.6 (DL+OL1)+4...	Y...	Y...		1.1	DL	0.6	OL1	1			W...	0.4	WLZ	0.4						
12 0.6(DL+OL1)-.42...	Y...	Y...		1.1	DL	0.6	OL1	1			W...	-0...	WLZ	-0...						

Slab Overturning Safety Factors (By Combination)

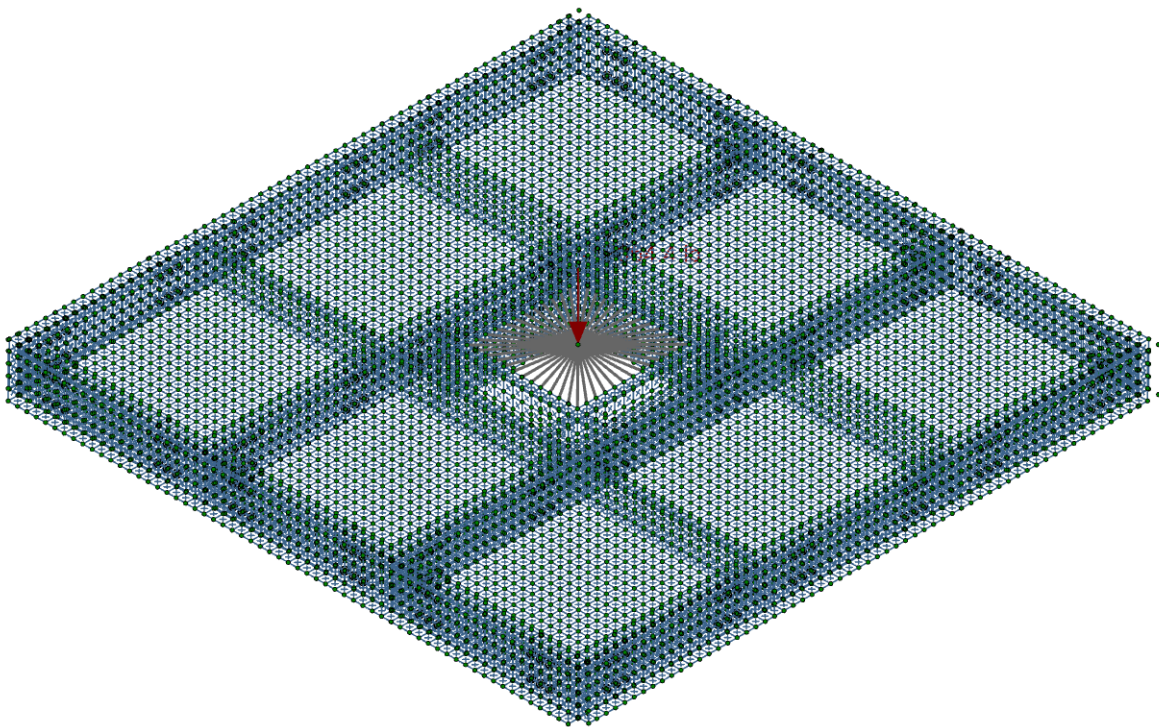
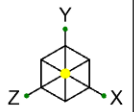
LC	Slab	Angle[deg]	Mo-xx[k-ft]	Ms-xx[k-ft]	Mo-zz[k-ft]	Ms-zz[k-ft]	Ms-xx/Mo-xx	Ms-zz/Mo-zz
1 2	S1	0	0	360.644	0	360.644	9.99+	9.99+
2 3	S1	0	0	1000	0	1000	9.99+	9.99+
3 4	S1	0	0	80	0	80	9.99+	9.99+
4 5	S1	0	0	1440.644	509.022	1440.644	9.99+	2.83
5 6	S1	0	509.022	1440.644	0	1440.644	2.83	9.99+
6 7	S1	0	359.709	1440.644	359.709	1440.644	4.005	4.005
7 8	S1	0	359.709	1440.644	359.709	1440.644	4.005	4.005
8 9	S1	0	0	1216.386	509.022	1216.386	9.99+	2.39
9 10	S1	0	509.022	1216.386	0	1216.386	2.39	9.99+
10 11	S1	0	359.709	1216.386	359.709	1216.386	3.382	3.382
11 12	S1	0	359.709	1216.386	359.709	1216.386	3.382	3.382

Slab Sliding Safety Factors (By Combination)

LC	Slab	Angle[deg]	Va-xx[k]	Vr-xx[k]	Va-zz[k]	Vr-zz[k]	SR-xx	SR-zz
1 2	S1	0	0	9.016	0	9.016	9.99+	9.99+
2 3	S1	0	0	25	0	25	9.99+	9.99+
3 4	S1	0	0	2	0	2	9.99+	9.99+
4 5	S1	0	5.88	36.016	0	36.016	6.125	9.99+
5 6	S1	0	0	36.016	5.88	36.016	9.99+	6.125
6 7	S1	0	4.155	36.016	4.155	36.016	8.668	8.668
7 8	S1	0	4.155	36.016	4.155	36.016	8.668	8.668
8 9	S1	0	5.88	30.41	0	30.41	5.172	9.99+
9 10	S1	0	0	30.41	5.88	30.41	9.99+	5.172
10 11	S1	0	4.155	30.41	4.155	30.41	7.318	7.318
11 12	S1	0	4.155	30.41	4.155	30.41	7.318	7.318

Envelope Slab Soil Pressures (By Combination)

Label	Max UC	Max LC	Soil Pressure[ksf]	Allowable Bearing[ksf]	Point
1 S1	0.631	7	0.947	1.5	N289



Loads: BLC 1, DL



VSE

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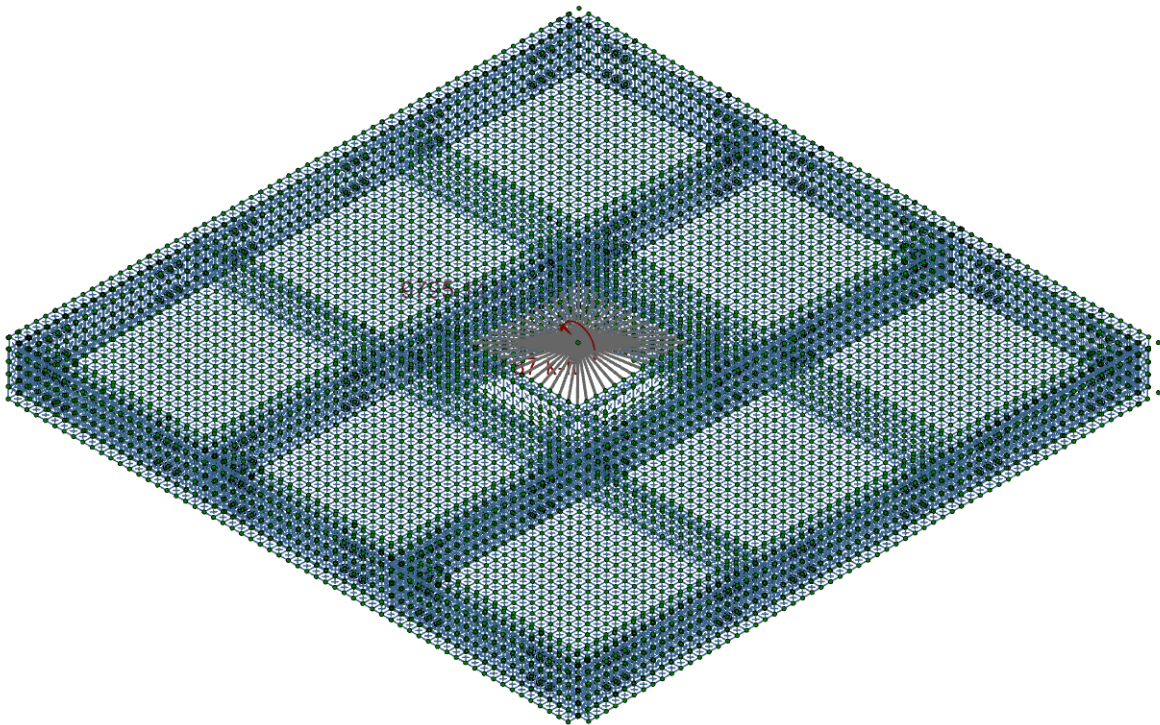
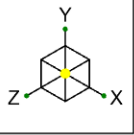
U1140.0270.231

LS-20

SK-1

Feb 21, 2024 at 10:05 AM

LS-20 centered, 1100 OTM - ...



Loads: BLC 3, wlx



VSE

JJB

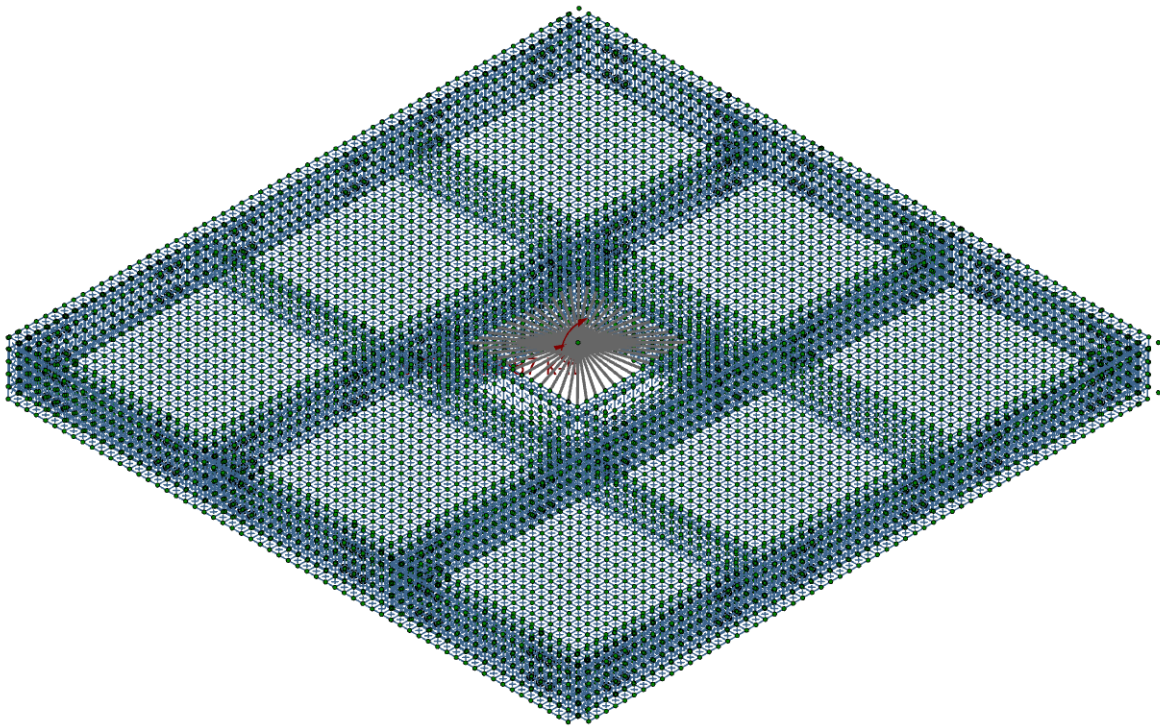
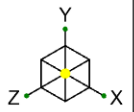
U1140.0270.231

LS-20

SK-2

Feb 21, 2024 at 10:05 AM

LS-20 centered, 1100 OTM - ...



Loads: BLC 4, w/z



VSE

JJB

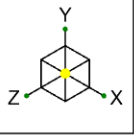
U1140.0270.231

LS-20

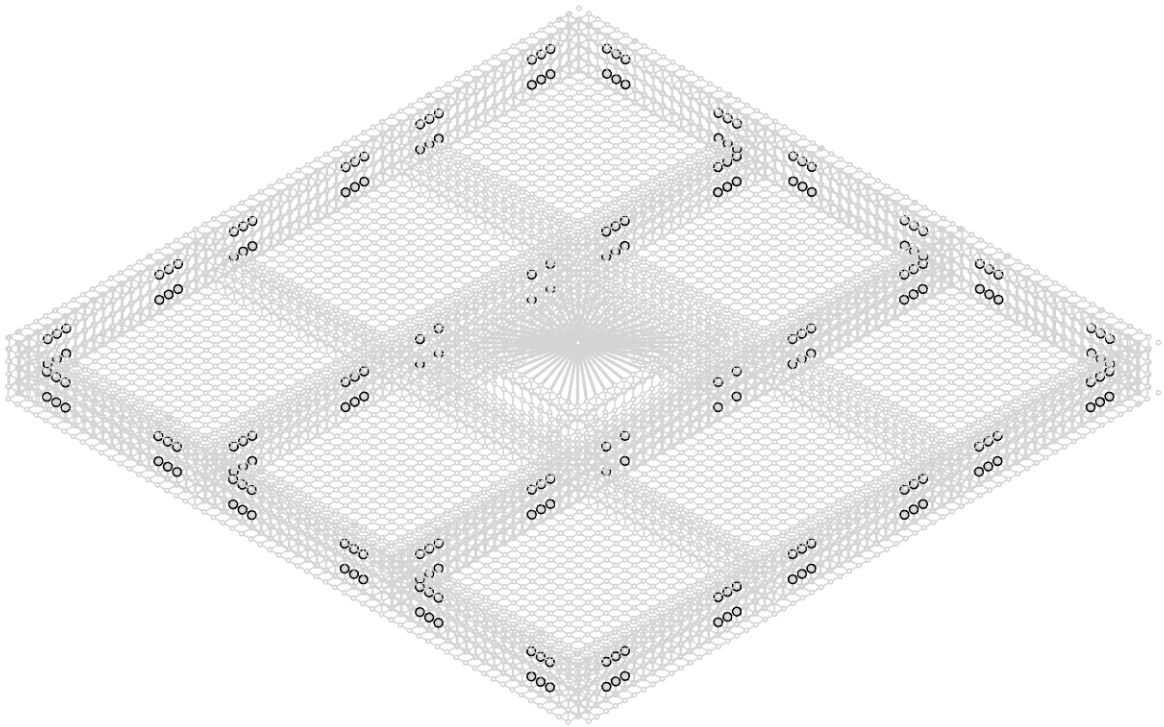
SK-3

Feb 21, 2024 at 10:05 AM

LS-20 centered, 1100 OTM - ...



BOLT LOCATIONS



Loads: BLC 4, wlz



VSE
JJB
U1140.0270.231

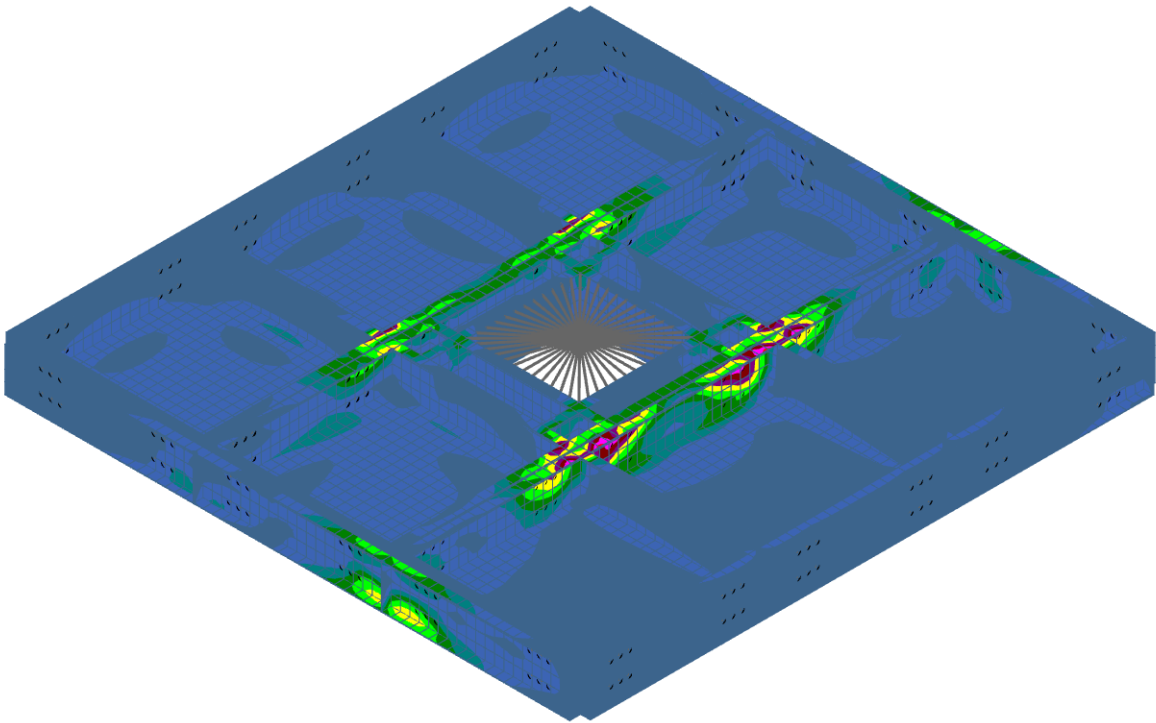
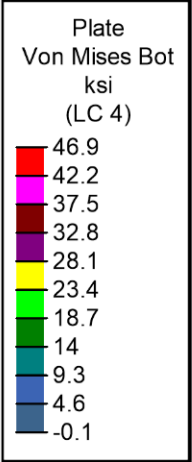
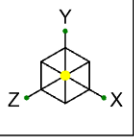
LS-20

SK-4
Feb 21, 2024 at 10:06 AM
LS-20 centered, 1100 OTM - ...

MAX BOLT SHEAR
= (y-shear² + z-shear²)^{1/2}

Envelope Member Section Forces

Member Sec			Axial[lb]	LC	y Shear[lb]	LC	z Shear[lb]	LC	Torque[k-ft]	LC	y-y Moment[k-ft]	LC	z-z Moment[k-ft]	LC	
1	M152	1	max	1480.575	5	14228.982	4	7009.94	5	0.011	5	0	9	0	9
2			min	-4200.632	4	-4043.47	5	-32335.394	4	-0.039	4	0	2	0	2
3		2	max	1480.575	5	14228.957	4	7009.94	5	0.011	5	0.074	5	0.042	5
4			min	-4200.632	4	-4043.496	5	-32335.394	4	-0.039	4	-0.34	4	-0.15	4
5		3	max	1480.575	5	14228.932	4	7009.94	5	0.011	5	0.147	5	0.085	5
6			min	-4200.632	4	-4043.521	5	-32335.394	4	-0.039	4	-0.68	4	-0.299	4
7		4	max	1480.575	5	14228.906	4	7009.94	5	0.011	5	0.221	5	0.127	5
8			min	-4200.632	4	-4043.546	5	-32335.394	4	-0.039	4	-1.02	4	-0.449	4
9		5	max	1480.575	5	14228.881	4	7009.94	5	0.011	5	0.295	5	0.17	5
10			min	-4200.632	4	-4043.571	5	-32335.394	4	-0.039	4	-1.359	4	-0.598	4
11	M49	1	max	107.974	5	5409.031	4	6317.926	5	0.002	5	0	9	0	9
12			min	-669.546	4	-1627.675	5	-27820.512	4	-0.007	4	0	2	0	2
13		2	max	107.974	5	5409.006	4	6317.926	5	0.002	5	0.066	5	0.017	5
14			min	-669.546	4	-1627.7	5	-27820.512	4	-0.007	4	-0.29	4	-0.056	4
15		3	max	107.974	5	5408.981	4	6317.926	5	0.002	5	0.132	5	0.034	5
16			min	-669.546	4	-1627.725	5	-27820.512	4	-0.007	4	-0.581	4	-0.113	4
17		4	max	107.974	5	5408.955	4	6317.926	5	0.002	5	0.198	5	0.051	5
18			min	-669.546	4	-1627.751	5	-27820.512	4	-0.007	4	-0.871	4	-0.169	4
19		5	max	107.974	5	5408.93	4	6317.926	5	0.002	5	0.264	5	0.068	5
20			min	-669.546	4	-1627.776	5	-27820.512	4	-0.007	4	-1.162	4	-0.226	4
21	M125	1	max	772.324	5	-2926.499	3	26427.02	4	-0.008	3	0	9	0	9
22			min	-1155.384	4	-13365.916	4	3508.674	3	-0.037	4	0	2	0	2
23		2	max	772.324	5	-2926.532	3	26427.02	4	-0.008	3	0.278	4	0.14	4
24			min	-1155.384	4	-13365.941	4	3508.674	3	-0.037	4	0.037	3	0.031	3
25		3	max	772.324	5	-2926.566	3	26427.02	4	-0.008	3	0.555	4	0.281	4
26			min	-1155.384	4	-13365.966	4	3508.674	3	-0.037	4	0.074	3	0.062	3
27		4	max	772.324	5	-2926.6	3	26427.02	4	-0.008	3	0.833	4	0.421	4
28			min	-1155.384	4	-13365.991	4	3508.674	3	-0.037	4	0.111	3	0.092	3
29		5	max	772.324	5	-2926.634	3	26427.02	4	-0.008	3	1.111	4	0.562	4
30			min	-1155.384	4	-13366.017	4	3508.674	3	-0.037	4	0.148	3	0.123	3
31	M54	1	max	-479.662	3	-1361.52	3	24597.124	4	-0.002	3	0	9	0	9
32			min	-2378.627	4	-4130.43	9	3024.143	3	-0.006	9	0	2	0	2
33		2	max	-479.662	3	-1361.553	3	24597.124	4	-0.002	3	0.257	4	0.043	9
34			min	-2378.627	4	-4130.455	9	3024.143	3	-0.006	9	0.032	3	0.014	3
35		3	max	-479.662	3	-1361.587	3	24597.124	4	-0.002	3	0.514	4	0.086	9
36			min	-2378.627	4	-4130.48	9	3024.143	3	-0.006	9	0.063	3	0.028	3
37		4	max	-479.662	3	-1361.62	3	24597.124	4	-0.002	3	0.77	4	0.129	9
38			min	-2378.627	4	-4130.505	9	3024.143	3	-0.006	9	0.095	3	0.043	3
39		5	max	-479.662	3	-1361.654	3	24597.124	4	-0.002	3	1.027	4	0.172	9
40			min	-2378.627	4	-4130.53	9	3024.143	3	-0.006	9	0.126	3	0.057	3
41	M159	1	max	5785.338	5	2100.577	4	22839.443	4	0.041	4	0	9	0	9
42			min	-18263.155	4	-598.711	5	-5973.54	5	-0.013	5	0	2	0	2
43		2	max	5785.338	5	2100.545	4	22839.443	4	0.041	4	0.305	4	0.008	5
44			min	-18263.155	4	-598.743	5	-5973.54	5	-0.013	5	-0.08	5	-0.028	4
45		3	max	5785.338	5	2100.513	4	22839.443	4	0.041	4	0.609	4	0.016	5
46			min	-18263.155	4	-598.775	5	-5973.54	5	-0.013	5	-0.159	5	-0.056	4
47		4	max	5785.338	5	2100.481	4	22839.443	4	0.041	4	0.914	4	0.024	5
48			min	-18263.155	4	-598.807	5	-5973.54	5	-0.013	5	-0.239	5	-0.084	4
49		5	max	5785.338	5	2100.449	4	22839.443	4	0.041	4	1.219	4	0.032	5
50			min	-18263.155	4	-598.839	5	-5973.54	5	-0.013	5	-0.319	5	-0.112	4



Results for LC 4, .9dl+1.0wlx



VSE
JJB
U1140.0270.231

LS-20

SK-5
Feb 21, 2024 at 10:12 AM
LS-20 centered, 1100 OTM - ...

WORST CASE PLATE STRESS

Envelope Plate/Shell Principal Stresses

	Plate		Surface	Sigma1 [ksi]	LC	Sigma2 [ksi]	LC	Tau Max [ksi]	LC	Angle [rad]	LC	Von Mises [ksi]	LC
1	P6465	max	T	6.431	5	3.606	3	10.454	4	1.768	9	51.74	4
2		min		-38.015	4	-58.922	4	1.4	3	-0.68	3	5.563	3
3		max	B	55.754	4	27.084	4	14.335	4	2.025	5	48.291	4
4		min		-1.082	5	-4.739	5	1.81	3	-0.206	9	4.218	3
5	P6413	max	T	-0.553	5	-5.086	3	10.246	4	1.676	9	51.566	4
6		min		-38.17	4	-58.661	4	2.264	3	-0.283	3	4.831	3
7		max	B	55.382	4	26.685	4	14.349	4	0.064	2	47.973	4
8		min		0.256	3	-4.123	5	1.887	3	-0.353	3	3.653	3
9	P6040A	max	T	6.837	3	0.146	3	12.655	4	1.585	5	25.894	4
10		min		-1.131	4	-26.44	4	3.189	5	-0.42	9	6.452	5
11		max	B	14.53	4	-0.785	3	24.442	4	1.872	5	43.479	4
12		min		6.457	8	-34.353	4	3.809	5	0.523	2	7.242	5
13	P6023A	max	T	0.186	5	-10.361	3	14.81	9	0.229	2	30.165	9
14		min		-1.147	4	-30.682	9	5.263	3	-0.04	3	10.445	3
15		max	B	14.401	4	-10.198	3	24.417	4	-0.063	5	43.462	4
16		min		0.002	3	-34.899	9	5.1	3	-0.523	4	10.199	3
17	P6469	max	T	4.76	3	4.552	3	5.298	4	1.638	2	44.953	4
18		min		-38.709	4	-49.304	4	0.104	3	-0.047	5	4.533	5
19		max	B	48.774	4	21.034	4	13.87	4	1.312	5	42.372	4
20		min		-0.851	5	-3.546	3	1.32	5	-0.297	2	3.152	5
21	P6461	max	T	5.396	5	1.588	3	11.638	4	1.7	9	43.14	4
22		min		-26.503	4	-49.779	4	1.869	3	-0.706	3	4.737	3
23		max	B	47.045	4	12.525	4	17.26	4	2.018	5	42.201	4
24		min		0.246	5	-3.486	5	1.866	5	-0.165	9	3.587	3
25	P6417	max	T	0.954	5	-3.399	3	11.425	4	1.84	8	43.013	4
26		min		-26.766	4	-49.616	4	2.136	3	-0.344	3	3.909	3
27		max	B	46.854	4	12.343	4	17.255	4	0.065	2	42.063	4
28		min		-0.599	3	-6.04	5	2.31	3	-0.326	3	4.946	3
29	P6409	max	T	-1.189	3	-5.028	3	5.187	4	1.627	4	44.775	4
30		min		-38.677	4	-49.052	4	1.834	8	0.081	5	4.551	3
31		max	B	48.32	4	20.774	4	13.773	4	0.291	2	41.983	4
32		min		0.042	3	-3.874	5	1.702	3	0.114	5	3.383	3
33	P3163	max	T	2.573	5	-1.464	3	10.712	4	1.697	8	36.206	4
34		min		-20.379	4	-41.803	4	1.897	3	-0.364	3	3.313	3
35		max	B	44.188	4	30.58	4	6.804	4	-0.059	2	39.197	4
36		min		-2.929	5	-7.026	5	1.787	3	-0.345	3	5.486	3
37	P3215	max	T	0.785	5	-2.457	5	10.607	4	2.032	5	35.906	4
38		min		-20.244	4	-41.457	4	1.621	5	1.501	2	2.929	5
39		max	B	44.066	4	30.601	4	6.732	4	2.305	5	39.112	4
40		min		4.854	5	1.757	5	1.436	3	-0.016	8	4.257	5
41	P6020A	max	T	0.902	9	-9.672	3	16.139	9	0.001	5	31.836	9
42		min		0.115	5	-31.375	9	4.895	3	-0.144	2	9.732	3
43		max	B	6.255	4	-9.356	3	20.841	4	0.532	2	38.932	4
44		min		-0.202	5	-35.426	4	4.628	3	0.125	5	9.307	3
45	P6043A	max	T	6.803	3	-0.103	3	15.28	4	1.616	5	30.458	4
46		min		-0.344	9	-30.356	4	3.336	5	0.135	4	6.606	5
47		max	B	6.742	3	-0.366	3	20.654	4	1.278	3	38.516	4
48		min		2.756	9	-34.926	4	3.434	5	-0.611	9	6.687	5



JOB NO.: U1140.0270.242

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PROJECT: JACKSON WT TEMP

FINITE ELEMENT MODEL STEEL PLATE STRESS CHECK

Design Methodology:	LRFD				
Increase allowable stress by 1.5?	Yes	No	No	No	No
Connection Under Consideration:					
Element Description:					
Material Yield Strength, F_y (ksi):	65				
Max. Von Mises Stress (ksi):	51.74				
Corresponding Element Label:	P6465				
Acceptable Stress (ksi):	87.75				
Element Unity Check:	0.59				
	OKAY	OKAY	OKAY	OKAY	OKAY

Acceptable stresses are based on the following derived from AISC 360:

ASD: Acceptable Stress = $F_y/1.67$

LRFD: Acceptable Stress = $0.9 \cdot F_y$

Acceptable stress values are further increased by 1.5 where indicated above.

Bolt Check

LRFD Tension (kips):	18.3	kips		
LRFD Shear (kips):	35.3	kips		
Bolt Designation:	A325X			
Bolt Diameter (in):	1 1/4			
ϕT_n (kips):	82.8	22%	AISC Eq. J3-2	
ϕV_n (kips):	62.6	56%	AISC Eq. J3-2	
Combined Tension and Shear:	N/A	N/A	AISC Eq. J3-3a	

ASCE 7 Hazards Report

Address:

No Address at This Location

Standard:

ASCE/SEI 7-10

Risk Category: II

Soil Class:

D - Stiff Soil

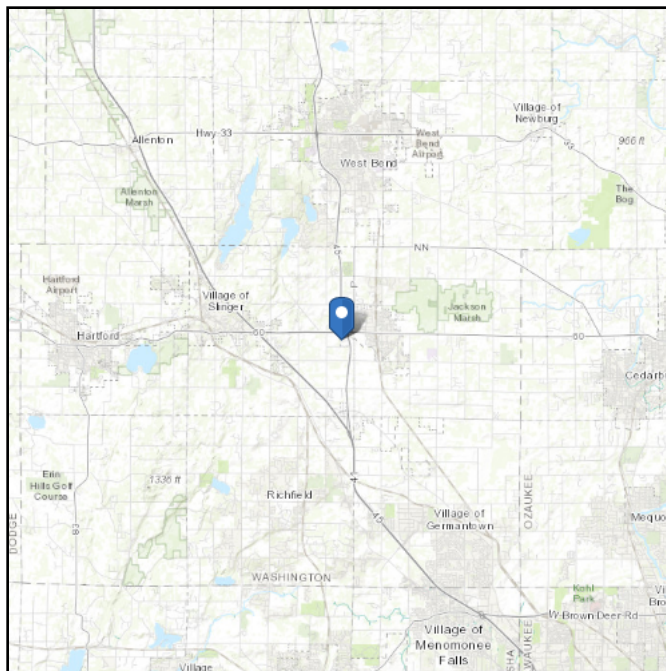
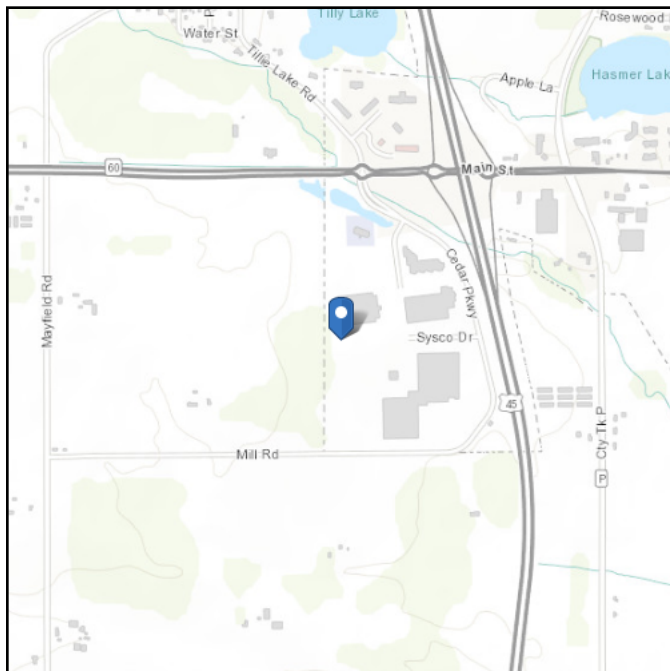
Latitude:

43.320025

Longitude: -88.190906

Elevation:

0 ft (NAVD 88)



Wind

Results:

Wind Speed	115 Vmph
10-year MRI	76 Vmph
25-year MRI	84 Vmph
50-year MRI	90 Vmph
100-year MRI	96 Vmph

Data Source:

ASCE/SEI 7-10, Fig. 26.5-1A and Figs. CC-1–CC-4, and Section 26.5.2, incorporating errata of March 12, 2014

Date Accessed:

Wed Dec 20 2023

Value provided is 3-second gust wind speeds at 33 ft above ground for Exposure C Category, based on linear interpolation between contours. Wind speeds are interpolated in accordance with the 7-10 Standard. Wind speeds correspond to approximately a 7% probability of exceedance in 50 years (annual exceedance probability = 0.00143, MRI = 700 years).

Site is not in a hurricane-prone region as defined in ASCE/SEI 7-10 Section 26.2.

Results:

Ice Thickness: 0.75 in.
Concurrent Temperature: -5 F
Gust Speed 40 mph

Data Source: Standard ASCE/SEI 7-10, Figs. 10-2 through 10-8

Date Accessed: Wed Dec 20 2023

Ice thicknesses on structures in exposed locations at elevations higher than the surrounding terrain and in valleys and gorges may exceed the mapped values.

Values provided are equivalent radial ice thicknesses due to freezing rain with concurrent 3-second gust speeds, for a 50-year mean recurrence interval, and temperatures concurrent with ice thicknesses due to freezing rain. Thicknesses for ice accretions caused by other sources shall be obtained from local meteorological studies. Ice thicknesses in exposed locations at elevations higher than the surrounding terrain and in valleys and gorges may exceed the mapped values.

The ASCE 7 Hazard Tool is provided for your convenience, for informational purposes only, and is provided "as is" and without warranties of any kind. The location data included herein has been obtained from information developed, produced, and maintained by third party providers; or has been extrapolated from maps incorporated in the ASCE 7 standard. While ASCE has made every effort to use data obtained from reliable sources or methodologies, ASCE does not make any representations or warranties as to the accuracy, completeness, reliability, currency, or quality of any data provided herein. Any third-party links provided by this Tool should not be construed as an endorsement, affiliation, relationship, or sponsorship of such third-party content by or from ASCE.

ASCE does not intend, nor should anyone interpret, the results provided by this Tool to replace the sound judgment of a competent professional, having knowledge and experience in the appropriate field(s) of practice, nor to substitute for the standard of care required of such professionals in interpreting and applying the contents of this Tool or the ASCE 7 standard.

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MEMO

TO: Brian Heckendorf, Village President; Board of Trustees

FROM: Darlene Smith, Treasurer; Jen Keller, Village Administrator; Staff

RE: 2024 Updated Job Descriptions

DATE: May 9, 2024

Below you will find a summary consisting of departmental reports related to the updated 2024 job descriptions. Upon approval of the draft job descriptions, Staff will finalize formatting, and issue to employees with the updated handbook, in July or August.

Police Department - In 2023, the Police Department underwent a process to review/update job descriptions and added a second sergeant through the budgeting process. All updates reflect the Village handbook revisions and standardizes formatting.

Building Inspection Department - Changes to the updated job descriptions include expanded zoning oversight for the Director and establishing the part-time assistant Building Inspector role shared with Hartford.

Fire Department - Updates were made to the chain of command and format changes. In 2023, another full-time firefighter/paramedic role was created, and the Assistant Chief and Lieutenant/Paramedic job descriptions were updated.

Park and Recreation - A departmental restructuring was approved in 2023 and included new job descriptions as well as an additional full-time employee to be hired in Q3 or Q4. Job descriptions are now added for the teachers and aids that are employees of the Village and fulfill the responsibilities within the contract with the West Bend School District.

Streets and Parks Department, Water Utility, Sewer Utility - The role of the Director of Public Works/Village Engineer has been filled by a Professional Engineer (P.E.) since 1991, the updated job description gives the Village a choice in whether to hire a successor engineer with or without a P.E. designation in the future. While foregoing the P.E. designation for an employee is a decision many communities are faced with making, Jackson would then require a consultant planner to take on many reviews, such as Plan Commission reviews for new developments. The attached descriptions also included the reinstated and funded position of Assistant Village Engineer, a role vacated in 2010. Locating a workspace for this employee is necessary prior to posting the role in Q2. There are two other roles created and funded in the 2024 budget, a part-time assistant Utility Clerk to work 20 hours a month, which is currently filled by the former utility clerk that is hoping to permanently retire, as well as a role for a full-time joint water/sewer operator for times when work is increased in either department.

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Police Chief
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Village Administrator
CLASSIFICATION: Full-time- Exempt

GENERAL POSITION DESCRIPTION:

This position is responsible for the administrative oversight, visioning, leadership, planning, budgeting, coordinating and management of the Department. This position directs and administers the overall operations, programs, maintenance, development, and promotion of the Department, its systems, resources, programs, and responsibilities.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified or Certifiable for certification as a police officer through the Wisconsin Department of Justice- Training and Standards Board. A valid Wisconsin motor vehicle operator's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to decide the time, place, and sequence of operations within an organizational framework, as well as the ability to oversee their execution. Ability to analyze and categorize data and information using established criteria in order to determine consequences, and to identify and select alternatives.

Ability to manage and direct a group of workers, including the ability to provide counseling and mediation. Ability to persuade, convince and train others. Ability to apply the application of policies, procedures and standards to specific situations.

Ability to utilize and analyze a variety of information such as police reports, budget reports, contracts, bids, equipment specifications, personnel records, crime statistics, personnel evaluations, purchase orders, crime reports, accident reports, policies, architectural drawings, state statutes, village ordinances, case law, Attorney General Opinions, legal documents, professional journals and educational curricula.

Ability to communicate verbally and in writing with department personnel, other law enforcement agency personnel, village employees, Village Board, civic groups, students, attorneys, judges, social service personnel, medical care providers, jail personnel, consultants, news media representatives, medical examiner, and police training personnel.

Ability to use functional reasoning in performing influence functions such as supervising, managing, leading, teaching, and directing.

Ability to exercise judgment, decisiveness and creativity required in life threatening/dangerous situations, and in situations involving the direction, control and planning of an entire program or multiple programs.

EDUCATION AND PRIOR EXPERIENCE:

Subject to Police & Fire Commission rules, a bachelor's degree in criminal justice, public administration or related field is required. A minimum of ten (10) years of law enforcement experience and five (5) years' experience in administration with specific experience in such areas as planning, budgeting, and leadership. Other qualifications as determined by the Police and Fire Commission.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

Supervises, directs, and coordinates the police department operations. Directs reorganization and revision of procedures, methods, and policies to improve department efficiency and effectiveness. Directs personnel in maintaining department effectiveness. Develops work methods, policies, and procedures. Maintains employee discipline and ethics. Evaluates staff effectiveness.

Evaluates village crime prevention and law enforcement problems and develops and implements efficient police solutions. Adjusts department methods to new situations as required.

Develops, recommends, and administers department operating budget. Reviews and substantiates department funds, and the maintenance of fiscal controls on department revenues and expenditures. Plans allocation and use of all monies budgeted for department operations.

Plans and conducts staff meetings.

Responsible for department personnel selection, discipline, staffing, and assignment decisions. Participates in selecting entry-level police recruits. Maintains training programs to keep all department personnel aware of changes to laws and police procedure.

Develops and maintains effective working relationships with village trustees, department heads and staff, news media, and the public. Attends meetings of the Village Board and Police & Fire Commission, as needed. Gives speeches and other public presentations. Cooperates with civic groups and schools to maintain police/community relations programs and activities.

Responds to emergencies, questionable death, crime, and accident scenes. Ensures compliance with policies and procedures.

Supervises and monitors investigations of criminal activity. Reviews and evaluates incident reports and may assign follow-up investigation to the detective.

Reviews reports for compliance with existing laws, rules, and regulations, and for accuracy and completeness. Approves search and arrest warrant applications. Coordinates and allocates resources and personnel.

Responsible for maintaining compliance with NIBRS reporting, LESB training and records requirements, CIB and NCIC security requirements, the open records law, Prescription Drug Monitoring Program reporting, pursuit reporting to the State Patrol, CIB audits, Juvenile Justice and Delinquency Prevention Act requirements, and other mandates as required.

PHYSICAL REQUIREMENTS:

Ability to operate motor vehicles, computers, firearms, restraint devices, baton, emergency communications equipment.

Ability to coordinate eyes, hand, feet and limbs in performing skill movements such as operation of firearms.

Ability to exert physical effort necessary to perform essential functions.

Ability to recognize and identify similarities or differences between characteristics of colors, forms, sounds and odors associated with job-related objects, materials and tasks.

ENVIRONMENTAL ADAPTABILITY:

Ability to work under stressful, mildly unsafe to life-threatening and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, violence, irate individuals, intimidation, noise, machinery, disease and/or dust can cause discomfort and where there is a risk of injury or death. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Police Lieutenant
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Chief
CLASSIFICATION: Full-time- Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this position is to help plan, manage, and supervise all department functions that provide law enforcement assistance, protection of life and property; and assume command of the department in the absence of the Chief of Police. The work is performed under the direction of the Chief of Police.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified or Certifiable for certification as a police officer through the Wisconsin Department of Justice- Training and Standards Board. A valid Wisconsin motor vehicle operator's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to decide the time, place, and sequence of operations within an organizational framework, as well as the ability to oversee their execution. Ability to analyze and categorize data and information using established criteria, in order to determine consequences and to identify and select alternatives.

Ability to manage and direct a group of workers, including the ability to provide counseling and mediation. Ability to persuade, convince and train others. Ability to advise and interpret regarding the application of policies, procedures, and standards to specific situations.

Ability to utilize and analyze a variety of advisory and design data and information such as police reports, budget reports, contracts, bids, equipment specifications, personnel records, crime statistics, personnel evaluations, purchase orders, crime reports, accident reports, policies, architectural drawings, state statutes, village ordinances, case law, Attorney General Opinions, legal documents, professional journals and educational curricula.

Ability to communicate orally and in writing with citizens, department personnel, other law enforcement agency personnel, attorneys, news media representatives, crime victims/witnesses, suspects, business owners and employees, social service workers, victim/witness coordinators, medical care providers, medical examiners, school personnel, probation and parole personnel, crime lab personnel, and vendor representatives.

Ability to calculate percentages, fractions, decimals, volumes, and ratios. Ability to interpret basic descriptive statistical reports.

Ability to exercise judgment, decisiveness and creativity required in critical, life-threatening, or unexpected situations involving moderate risk to the organization.

EDUCATION AND PRIOR EXPERIENCE:

Subject to Police & Fire Commission rules.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

Assists Police Chief in planning, supervising, directing, and monitoring of the officers and office functions of the department.

Participates and makes recommendations in potential employee interviews, selection, and termination. Evaluates work tasks, recommends commendations, promotions, and discipline.

Interprets state statutes and village ordinances.

Responsible for internal investigations. Makes recommendations to the Chief of Police on all disciplinary matters.

Conducts special investigations as ordered by the Chief of Police.

Represents the department at meetings in the absence of the Chief of Police. Prepares and gives presentations to village officials, civic groups, students, etc. regarding department activities and crime prevention.

Prepares, creates, revises, and amends department policies as needed.

Maintains knowledge of current department policies and procedures, crime investigation principles and techniques, criminal laws, and ordinances. Participates in on-going training. Reviews professional periodicals, bulletins, and other materials regarding law enforcement.

Prepares a variety of reports, correspondence, news releases, and forms regarding department operations.

Implements directives, orders, and policies from Chief to subordinates.

Assumes command of crime scenes and department in absence of Chief.

Conduct background investigations of potential employees.

Maintains knowledge of current juvenile and general investigation policies, procedures, rules, regulations, and statutes; social service functions; adult and juvenile court procedures; investigation/interrogation techniques; rules of evidence, arrest, search and seizure; community standards; crime prevention programs; and local geography.

Additional tasks and responsibilities as assigned.

Prepares work schedules and assigns shifts, approves, or denies employee time off requests and approves expenditures for overtime.

Reviews officers' reports.

Assigns vehicles to police department personnel.

Monitors sworn staff training needs and ensures compliance with state mandates.

Adheres to and enforces the collective bargaining agreement with the department's union.

Oversees the care and maintenance of police department uniforms and equipment.

Informs the chief of police of equipment and training needs for budgeting purposes.

Ensures that local ordinances, traffic safety regulations, state and federal laws and administrative codes are enforced.

Performs the duties of a police officer or investigator while working as lieutenant.

Supervises crime scenes, investigations, and the collection of evidence; provides backup for officers on serious calls.

Report completed officer training to training and standards via ACADIS.

While the following tasks are necessary for the work of the unit, they are not an essential part of the purpose of this position and may also be performed by other department members.

1. Procures equipment and arranges repairs.
2. Receives telephone complaints.
3. Faxes and mails reports to other agencies. Transports materials and equipment.

In the event that the Chief of Police is unable to perform his or her duties, the Lieutenant will assume all of the Chief's duties and responsibilities. The Lieutenant is second in command of the department.

ENVIRONMENTAL ADAPTABILITY:

Ability to work under stressful, mildly unsafe to life-threatening and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, violence, irate individuals, intimidation, noise, machinery, disease and/or dust can cause discomfort and where there is a risk of injury or death. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

PHYSICAL REQUIREMENTS:

Ability to operate motor vehicles, computers, firearms, restraint devices, baton, emergency communications equipment.

Ability to coordinate eyes, hand, feet and limbs in performing skill movements such as operation of firearms.

Ability to exert physical effort necessary to perform essential functions.

Ability to recognize and identify similarities or differences between characteristics of colors, forms, sounds and odors associated with job-related objects, materials and tasks.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Police Sergeant
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Lieutenant
CLASSIFICATION: Full-time- Hourly/ Non-Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this position is to help plan, manage, and supervise all department functions that provide law enforcement assistance, protection of life and property; and assume command of the department in the absence of the Chief of Police and Lieutenant. The work is performed under the direction of the Chief of Police and the Lieutenant.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified or Certifiable for certification as a police officer through the Wisconsin Department of Justice- Training and Standards Board. A valid Wisconsin motor vehicle operator's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to decide the time, place, and sequence of operations within an organized framework, as well as the ability to oversee their execution. Ability to analyze and categorize data and information using established criteria, to determine consequences and to identify and select alternatives.

Ability to manage and direct a group of workers, including the ability to provide counseling and mediation. Ability to persuade, convince, and train others. Ability to advise and interpret regarding the application of policies, procedures, and standards to specific situations.

Ability to utilize and analyze a variety of advisory and design data and information such as police reports, budget reports, contracts, bids, equipment specifications, personnel records, crime statistics, personnel evaluations, purchase orders, crime reports, accident reports, policies, architectural drawings, state statutes, village ordinances, case law, Attorney General opinions, legal documents, professional journals, and educational criteria.

Ability to communicate orally and in writing with citizens, department personnel, other law enforcement agency personnel, attorneys, news media representatives, crime victims/witnesses, suspects, business owners and employees, social service workers, victim/witness coordinators, medical care providers, medical examiners, school personnel, probation and parole personnel, crime laboratory personnel, and vendor representatives.

Ability to interpret basic descriptive statistical reports.

Ability to exercise judgement, decisiveness and creativity required in critical, life-threatening, or unexpected situations involving moderate risk to the organization.

EDUCATION AND PRIOR EXPERIENCE:

Subject to Police & Fire Commission rules.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

Assists Police Chief in planning, supervising, directing, and monitoring of the officers and office functions of the department.

Participates and makes recommendations in potential employee interviews, selection, and termination. Evaluates work tasks, recommends commendations, promotions, and discipline.

Interprets state statutes and village ordinances.

Supervises the activities of police department personnel.

Represents the department at the meetings in the absence of the Chief of Police.

Prepares and gives presentations to village officials, civic groups, students, etc.

Maintains knowledge of current department policies and procedures, crime investigation principles and techniques, criminal laws, and ordinances.

Participates in on-going training. Reviews professional periodicals, bulletins, and other materials regarding law enforcement.

Prepares a variety of reports, correspondence, news releases, and forms regarding department operations.

Implements directives, orders, and policies from Chief and Lieutenant to subordinates.

Assumes command of crime scenes and department in absence of Chief and Lieutenant.

Supervises crime scenes, investigations, and the collection of evidence; provides backup for officers on serious calls.

Evaluates the performance of police personnel and takes corrective action when necessary to ensure compliance with policy and procedures.

Maintains knowledge of current juvenile and general investigation policies, procedures, rules, regulations, and statutes; social service functions; adult and juvenile court procedures; investigation/interrogation techniques; rules of evidence, arrest, search and seizure; community standards; crime prevention programs; and local geography.

Prepares work schedules and assigns shifts, approves, or denies employee time off requests and approves expenditures for overtime.

Reviews officer's reports.

Assigns work to subordinates.

Coordinates departmental training activities.

Adheres to and enforces the collective bargaining agreement with the department's union.

Ensures that local ordinances, traffic safety regulations, state and federal laws and administrative codes are enforced.

Performs the duties of a police officer or investigator while working as sergeant.

Provides or oversees field training to meet state and departmental standards.

Submits payroll bi-weekly in the absence of the Lieutenant.

The Sergeant is third in command of the Police Department

ENVIRONMENTAL ADAPTABILITY:

Ability to work under stressful, mildly unsafe to life-threatening and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, violence, irate individuals, intimidation, noise, machinery, disease and/or dust can cause discomfort and where there is a risk of injury or death. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

PHYSICAL REQUIREMENTS:

Ability to operate motor vehicles, computers, firearms, restraint devices, baton, emergency communications equipment.

Ability to coordinate eyes, hand, feet and limbs in performing skill movements such as operation of firearms.

Ability to exert physical effort necessary to perform essential functions.

Ability to recognize and identify similarities or differences between characteristics of colors, forms, sounds and odors associated with job-related objects, materials and tasks.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Police Detective/ Investigator
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Lieutenant
CLASSIFICATION: Full-time, Hourly, Non-Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this assignment is to provide a variety of law enforcement services with a particular focus on investigations within the Village of Jackson Police Department under the direction of the Chief and Lieutenant of Police.

The position of Police Investigator is an appointed assignment established by a Letter of Understanding between the Village of Jackson and the WPPA for a one-year period effective January 1. The Investigator serves at the discretion of the Chief of Police, who may terminate or reassign the position prior to December 31. The officer filling the Investigator position will then assume whatever patrol shift is vacant at that time.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified or Certifiable for certification as a police officer through the Wisconsin Department of Justice- Training and Standards Board. A valid Wisconsin motor vehicle operator's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to perform all skills, abilities, and responsibilities contained within the police officer job description.

This is not an entry level position. The following knowledge, skills, and abilities are normal for this position and would be readily evident in the work performed as a police officer. Prior to appointment to this position, someone considered for this position must have acquired proficiency in the skills required for the patrol officer position.

Ability to comprehend and apply federal, state, and village laws.

Ability to work under adverse conditions.

Ability and skill in communicating clearly and fully both orally and in writing.

Ability to control personal feelings and emotions, to interact tactfully and effectively, and to work cooperatively with the public, officers of this and other departments, and supervisors.

Ability to prepare reports, maintain case files, and correspond in a professional and competent manner.

Ability and skill in operating any police equipment under adverse conditions and situations.

Knowledge of the investigative process. It is crucially important that an officer be knowledgeable in procedures and techniques used in the collection and preservation of physical evidence, all aspects of crime scene management and investigation, search and seizure, rules of evidence, the taking of statements, and admissibility of these various types of evidence in the courts. The officer must be familiar with changes in juvenile issues, criminal law, local ordinances, and Department policy and procedures. The officer assigned to this position is expected to maintain the knowledge and skills previously referred to and every effort must be made to stay current with new theory and techniques.

EDUCATION AND PRIOR EXPERIENCE:

Minimum qualifications are subject to modification by the Police and Fire Commission. A minimum of 60 college credits at time of appointment. Certified, certifiable, or eligible for certification by the Wisconsin Department of Justice- Training and Standards Board.

SPECIFIC POSITION RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

The goal of any investigation is to achieve the conviction or the perpetrator of criminal acts in court, or to obtain all of the information needed to come to the best decision that can be made on other types of investigations. In order to achieve these goals, the Investigator has a specialized set of duties related to crime scenes investigation, evidence management, follow-up investigation, interviewing and interrogating techniques, and providing expertise and as a resource for their investigations as well as the department's other officers.

Maintain effective working relationship with patrol officers to facilitate the investigation of crimes and complaints.

Work cooperatively with the Administrative Assistants to ensure the proper maintenance of pertinent files.

Review their own as well as other officer's incident and arrest reports.

Interview victims, witnesses, and possible suspects, and to use the different techniques that are unique to each type of person being interviewed.

Investigate all matters which have been assigned for action until all leads are exhausted.

Review uncleared cases and conduct additional re-investigation and re-interviews.

Keep the Chief of Police informed of the progress of assigned investigations as well as other significant activities and events.

Prepare and submit reports as requested/required.

Prepare and submit required administrative reports as necessary.

Prepare and submit monthly reports as required.

Provide victim and witness referrals as

Conduct field interviews and obtain information.

Review and analyze other officer's field interrogation reports for information on criminal activities.

Obtain and execute arrest and/or search warrants and subpoenas.

Process arrested persons.

Coordinate investigations and disseminate information with other law enforcement agencies and persons within the Department.

Provide liaison with prosecutor's offices and courts as needed to process warrants and prosecution of criminal matters.

Provide credible testimony in court.

Review and sign criminal complaints.

Serve as a liaison and provide for transportation of evidence to Crime Laboratory.

Implement procedures for the disposition of evidence.

Attend meetings of investigators with other Washington County departments and make regular contact with those in other nearby communities, to share information regarding criminal activity in this and surrounding communities.

All serious crimes are referred to the investigator for action. Most criminal, non-criminal, and administrative investigations will also be assigned to the Investigator.

Investigators are subject to a 24 hour call up for all major new criminal offenses to coordinate and conduct investigative activity with the initially sent officers.

Provide follow-up investigations for other officer's investigations which may require the re-interviewing of victims, witnesses, and suspects.

ENVIRONMENTAL ADAPTABILITY:

Ability to work under stressful, mildly unsafe to life-threatening and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, violence, irate individuals, intimidation, noise, machinery, disease and/or dust can cause discomfort and where there is a risk of injury or death. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

PHYSICAL REQUIREMENTS:

Ability to operate, maneuver and/or steer equipment and machinery with some requiring complex, rapid and continuous adjustments, such as police squad car, emergency communications equipment, firearms, baton, OC spray, Taser, restraint devices, computer terminal, telephone, digital recorders, camera, evidence collection equipment and measuring devices.

Ability to coordinate eyes, hands, feet, and limbs in performing skilled movements such as operating firearms, police vehicles, and in restraining/subduing individuals.

Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of running, climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling. Ability to exert sufficient physical force to subdue or restrain combative/violent individuals.

Ability to recognize and identify similarities and/or differences between characteristics of colors, forms, sounds, tastes, odors, and textures associated with job-related objects, materials, and tasks.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Police Officer
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Sergeant
CLASSIFICATION: Full-time, Hourly, Non-Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this position is to provide a variety of law enforcement services, maintain public order, protect life and property, and assist the public through police patrol of the Village and public contact, under the direction and supervision of the Chief and Lieutenant of Police.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified or Certifiable for certification as a police officer through the Wisconsin Department of Justice- Training and Standards Board. A valid Wisconsin motor vehicle operator's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to analyze and categorize data and information in order to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure and/or sort data as well as assemble, copy, and record and transcribe data and information. Ability to classify, compute and tabulate data.

Ability to persuade, convince, and/or train others, including the ability to act as an officer-in-charge. Ability to advise and interpret how to apply policies, procedures, and standards to specific situations.

Ability to understand and utilize information such as warrants, intelligence reports, crime scene diagrams, teletype messages, court documents, training materials, police operations manuals, technical operating manuals, statutes, ordinances, textbooks, investigation manuals, motor vehicle records, driver histories, criminal histories, procedures, guidelines, and non-routine correspondence.

Ability to effectively communicate orally, often in stressful situations, and in writing with a wide variety of persons, including but not limited to department personnel, other law enforcement agency personnel, attorneys, judges, suspects, victims/witnesses, medical care personnel, educators, students, civic groups, business representatives, insurance company representatives, firefighters, news media representatives, and the public.

Ability to add, subtract, multiply and divide, and calculate percentages, fractions, and decimals. Ability to interpret basic descriptive statistical report

Ability to use functional reasoning and apply rational judgment in performing diversified police work activities.

Ability to exercise the judgment, decisiveness and creativity required in stressful, life threatening and dangerous situations involving the evaluation of available information against measurable criteria.

EDUCATION AND PRIOR EXPERIENCE:

Minimum qualifications are subject to modification by the Police and Fire Commission. A minimum of 60 college credits at time of appointment. Certified, certifiable, or eligible for certification by the Wisconsin Department of Justice- Training and Standards Board.

SPECIFIC POSITION RESPONSIBILITIES:

The following duties are normal for this position. These are not to be construed as exclusive or all-inclusive. Other duties may be required and assigned.

Performs police patrol of assigned area to enforce local, state, and federal laws. Answers calls for law enforcement services including but not limited to domestic disputes, personal assaults, personal neglect, property crimes, civil disturbances, medical emergencies, natural disasters, fires, search and rescue operations and assistance to other law enforcement agencies.

Investigates suspicious activity and/or suspected crimes against person, property, or public interest as observed and reported.

Evaluates/analyzes situations. Determines appropriate course of action such as requesting additional law enforcement assistance, initiating investigations and assistance in investigations, providing aid and assistance, initiating situation intervention techniques, requesting other emergency response personnel assistance. Gathers information from complainants, suspects and witnesses using appropriate and effective interview and interpersonal evaluation techniques. Detains and/or arrests suspects/participants. Searches individuals, buildings, and vehicles.

Arrests and processes (books) suspects. Completes required forms, fingerprints, photographs, and transports suspects to appropriate agency. May restrain or assist in restraining suspects or detainees.

Collects, processes, and preserves evidence. Photographs and/or videotapes crime and accident scenes and victims. Maintains evidence custody until delivered to Property Officer. Accurately documents evidence collection and booking.

Monitors traffic, issues citations and warnings, evaluates hazards and reports hazards to appropriate agency and personnel. Directs traffic due to congestion, accidents and/or hazards.

Responds to traffic collisions, rollovers and reported hazards. Gathers information from participants and witnesses at scene regarding incidents. Clears road hazards. Assists emergency medical and rescue personnel at traffic collisions. Provides first responder aid to injured persons. Compiles driver, passenger, witness and vehicle information and documents in report.

Assists motorists as needed with directions, travel advice, etc.

Prepares a variety of law enforcement related forms, reports, correspondence and other documents including but not limited to incident reports, accident reports, sobriety forms, field interview forms, custody forms, intelligence reports, detention evaluation forms, advisement forms, search consent forms, vehicle identification forms, evidence and arrest documents, payment receipts, domestic violence forms, victim notification/rights waiver, rights advisement forms, court amendment/dismissal forms, mental health emergency detention forms, vehicle logs, personnel forms, training requests.

Assists in the preparation and service of criminal warrants and citations.

Testifies in court and administrative hearings as summoned.

Maintains knowledge of current police policy and procedures, traffic and criminal ordinances, state, federal laws, and applicable guidelines.

Maintains communication with the public regarding public safety issues and concerns.

Participates in scheduled professional training including, but not limited to, firearms training/qualifying, professional communication skills, de-escalation, arrest control, restraint training, emergency/ pursuit driving techniques and CPR certification.

Assists County, State and Federal law enforcement / criminal justice, human services and emergency agency personnel and agencies within the Village as needed.

Prepares and gives presentations regarding bike safety, crime prevention and other public safety issues.

Identifies and reports defective streetlights, broken and downed traffic control signals and signs, and other public safety concerns.

Performs animal control tasks.

Maintains/ cleans squad cars. Reports vehicle and equipment repair needs.

Reports weather hazards.

Delivers documents as needed.

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ENVIRONMENTAL ADAPTABILITY:

Ability to work under stressful, mildly unsafe to life-threatening and uncomfortable conditions where exposure to environmental factors such as temperature variations, odors, toxic agents, violence, irate individuals, intimidation, noise, machinery, disease and/or dust can cause discomfort and where there is a risk of injury or death. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

PHYSICAL REQUIREMENTS:

Ability to operate, maneuver and/or steer equipment and machinery with some requiring complex, rapid and continuous adjustments, such as police squad car, emergency communications equipment, firearms, baton, OC spray, Taser, restraint devices, computer terminal, telephone, digital recorders, camera, evidence collection equipment and measuring devices.

Ability to coordinate eyes, hands, feet, and limbs in performing skilled movements such as operating firearms, police vehicles, and in restraining/subduing individuals.

Ability to exert mildly heavy physical effort in moderate to heavy work, typically involving some combination of running, climbing and balancing, stooping, kneeling, crouching, crawling, lifting, carrying, pushing, and pulling. Ability to exert sufficient physical force to subdue or restrain combative/violent individuals.

Ability to recognize and identify similarities and/or differences between characteristics of colors, forms, sounds, tastes, odors, and textures associated with job-related objects, materials, and tasks.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

**VILLAGE OF JACKSON
JOB DESCRIPTION**

POSITION: Police Clerk
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Chief
CLASSIFICATION: Part-time- Hourly, Non-Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this position is to perform secretarial, public contact, clerical, and administrative support tasks, under the direction of the Police Chief.

LICENSE/CERTIFICATION REQUIREMENTS:

Ability to complete and maintain Wisconsin Crime Information Bureau certification for access to the state and federal data systems.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to analyze, classify and categorize data and information.

Ability to communicate verbally and in writing with police personnel, attorneys and their personnel, village officials, court clerk and public.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or equivalent, clerical experience is preferred.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

Review incident reports and attach supporting paperwork to case file. Prepare custody reports to be sent to the District Attorney's office via Cerberus. Provide Emergency Commitment reports to the County Attorney.

Enter data into the Records Management System.

Assist the public at the front counter.

Dispatch officers accurately as needed for incidents.

Answer and route telephone calls, take and relay messages.

Sort, file, and photocopy printed material.

Download photos from cameras.

Open, review, and distribute mail as directed by the Chief of Police.

Provide accident and incident reports subject to approval by the Chief of Police.

Reconcile cashbox each month.

Update all forms used by officers and restock forms low on inventory.

Order office supplies and items requested by officers and staff.

Order and renew officer ID cards using PASP ID Program.

Enter all training records for in-house and outside classes into Acadis and scan certificates to officer's files.

Update Notice of Court Appearances and notify officer of changes via email, text, or phone.

Submit UFAD report in Tracs each month.

Prepare correspondence at the direction of the Chief of Police.

PHYSICAL REQUIREMENTS:

Ability to operate a variety of office equipment including computer terminal, telephone, fax machine, paper shredder and copy machine.

Ability to coordinate eyes, hands, feet, and limbs in performing semi-skilled movements such as data entry.

Ability to exert light physical effort in sedentary to light work, typically involving lifting, carrying, pushing, and pulling.

ENVIRONMENTAL ADAPTABILITY:

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive keyboard use, irate individuals, and intimidation may cause discomfort and poses little risk of injury. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Administrative Assistant
DEPARTMENT: Police Department
IMMEDIATE SUPERVISOR: Police Chief
CLASSIFICATION: Full-time- Hourly, Non-Exempt

GENERAL POSITION DESCRIPTION:

The purpose of this position is to perform secretarial, public contact, clerical, and administrative support tasks, under the direction of the Police Chief. This is classified as a confidential position.

LICENSE/CERTIFICATION REQUIREMENTS:

Ability to complete and maintain Wisconsin Crime Information Bureau certification for access to the state and federal data systems.

SKILLS, KNOWLEDGE, AND ABILITIES:

Ability to analyze and categorize data and information to determine the relationship of the data with reference to established criteria/standards. Ability to compare, count, differentiate, measure, assemble, copy, and record and transcribe data and information. Ability to classify, compute and tabulate data.

Ability to advise and provide interpretation to others how to apply policies, procedures, and standards to specific situations.

Ability to utilize a wide variety of descriptive data and information, such as purchase orders, billing invoices, NIBRS reports, police reports, case disposition reports, officer's logs, personnel records, job applications, non-routine correspondence, computer software operating manuals, ordinances, lists, statutes, correspondence, and general operating manuals.

Ability to communicate orally and in writing with police personnel, attorneys' personnel, news media representatives, vendor representatives, village officials, court clerks, business representatives, community organizations, and the public.

Ability to add and subtract, multiply and divide, calculate percentages, fractions, and decimals.

Ability to use functional reasoning in performing semi-routine functions involving standardized work with some choice of action.

Ability to exercise the judgment, decisiveness and creativity required in situations involving the evaluation of information against measurable criteria.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or equivalent, post high school education, vocational/technical training in office management, three to five years of progressively responsible secretarial/administrative support experience, or any combination of education and experience that provides equivalent knowledge, skills, and abilities.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

Performs confidential secretarial and administrative tasks. Composes routine correspondence for signature. Types a variety of reports, forms, and memos from written and oral instruction. Maintains and updates records.

Maintains department files including time off sheets, general, and all files pertaining to the department as directed.

Responsible for the recording, maintenance, and distribution of NIBRS.

Enters data into computer records and law enforcement data systems. Retrieves information from computer records and systems.

Types reports, correspondence, forms, etc. from written and oral instructions. Reviews all reports for accuracy, completeness, and grammar.

Prepares daily/monthly activity stats/reports from compiled records.

Assists the public with information.

Answers and routes telephone calls. Takes and relays messages.

Sorts, files, and copies printed material, including preparing paperwork needed for municipal court.

Prepares records requests for the Chief to review and distribute them to the requestors via in person, email, or fax.

Types memos, letters, background investigations and correspondence.

Open, review, and distribute mail as directed by the Chief of Police.

Replenishes supplies for forms. Orders forms.

Orders and replenishes supplies for the department.

Provides accident/incident reports to insurance company representatives and other interested parties subject to approval by the Chief of Police.

PHYSICAL REQUIREMENTS:

Ability to operate a variety of office equipment including computer terminal, telephone, fax machine, paper shredder and copy machine.

Ability to coordinate eyes, hands, feet, and limbs in performing semi-skilled movements such as data entry.

Ability to exert light physical effort in sedentary to light work, typically involving lifting, carrying, pushing, and pulling.

ENVIRONMENTAL ADAPTABILITY:

Ability to work under generally safe and comfortable conditions where exposure to environmental factors such as repetitive keyboard use, irate individuals, and intimidation may cause discomfort and poses little risk of injury. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Director of Building Inspection & Zoning
DEPARTMENT: Building Inspection & Zoning
IMMEDIATE SUPERVISOR: Village Administrator
CLASSIFICATION: Full-Time (Exempt) – 40 hours/week, 8:00am to 4:30pm,
Monday-Friday

GENERAL POSITION DESCRIPTION:

The Director of Building Inspection & Zoning is a skilled, professional, management-level position responsible for planning, organizing, and directing departmental staff (Assistant Inspector and the Permit Technician), programs, policies, and administration of the Building Inspection and Zoning Departments as well as establishes and implements strategies and programs for meeting department objectives. The Director is further charged with enforcing all codes, laws, rules, and regulations related to State of Wisconsin building, plumbing, electrical, HVAC codes, and municipal building and zoning ordinances ensuring proper construction and inspection of all new and existing buildings, structures, and components thereof, to safeguard the general health, safety and welfare of all buildings and their occupants. This position is further responsible for the processing and preparation of all Plan Commission agendas and meeting packet information.

LICENSE/CERTIFICATION REQUIREMENTS:

Wisconsin Department of Safety and Professional Services (DSPS) credentials in the following categories are required: UDC-Construction, UDC-Electrical, UDC-Plumbing, UDC-HVAC, and Commercial Building. Additional certifications, including but not limited to Commercial Electric Inspector and/or Commercial Plumbing Inspector are desired but not required. A valid Wisconsin driver's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Thorough knowledge of building, plumbing, electric, HVAC codes and standards as well as interpretation and application of zoning codes. Knowledge of construction methods and materials used in building construction and related mechanical and structural work. Ability to read and interpret detailed construction plans and specifications. Enforce and interpret regulations firmly and tactfully while establishing and maintaining effective working relationships with contractors, architects, property owners, village employees, government officials, and the public using effective oral and written communication. Analyzes situations objectively and determine the proper course of action. Ability to make effective decisions under stressful conditions. Proficiency using/operating computers and various software programs, GIS, mobile devices, general office equipment, and other tools or equipment relating to inspection procedures.

EDUCATION AND PRIOR EXPERIENCE:

Minimum requirements include a high-school diploma or GED. A Bachelor's degree, associate's degree (A.A.) or technical certification in a related field from a college or trade/technical school is highly desired. At least five (5) years of progressive residential and commercial inspection experience. Equivalent experience, education, or training in related architectural, building, and construction fields may also be considered. A foundational knowledge of local government policies, services, contracts, and basic urban planning/zoning principals is essential.

SPECIFIC POSITION RESPONSIBILITIES

Additional duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Performs simple to complex plan reviews related to residential and/or commercial/industrial construction projects
- Enforces the Village of Jackson Property Maintenance Code
- Provides direction of building and zoning code development
- Plan, develop, and direct the implementation of departmental administrative procedures, policies, and regulations
- Reviews building codes and village ordinances for compliance with applicable statutes, standards, and procedures
- Reviews building and zoning variance requests
- Consults with applicants regarding submittal of Plan Commission items and related procedures. processes
- Prepares and submit weekly, monthly, and annual reports as necessary
- Reconciles issues related to permits and permit fees
- Resolves problems and complaints which may arise in the performance of departmental functions

ENVIRONMENTAL ADAPTABILITY:

- Work requires lifting or the exertion of up to 10 pounds of force and occasionally up to 50 pounds. Regularly requires sitting, standing, bending, crouching; using hands and fingers to handle or feel; reaching with hands and arms;
- Work may involve using repetitive motions and occasionally requires walking on uneven terrain, stooping, kneeling, crouching or crawling in confined spaces, climbing and descending steps, ladders; and pushing or pulling;
- Standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels;
- Requires preparing and analyzing written or computer data, operating machines, and observing general surroundings and activities.

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Assistant Building Inspector
DEPARTMENT: Building Inspection & Zoning
IMMEDIATE SUPERVISOR: Director of Inspections and Zoning
CLASSIFICATION: Part-Time (Non-Exempt) – Up to 30 hours/week 8:00am to 4:30pm
M-F (Hours and schedule may vary)

GENERAL POSITION DESCRIPTION:

The Assistant Building Inspector position is a skilled, professional department-level position tasked to assist in the day-to-day operations of the Inspection & Zoning Department. This position assists in the enforcement of state statutes, municipal ordinances, building, plumbing, electrical, and HVAC codes, and other regulations applicable to building and zoning related projects for all new and existing residential, commercial, and industrial buildings and components. The Assistant Inspector further helps to ensure all buildings are properly maintained to safeguard the general health, safety and welfare of all buildings and their occupants through enforcement of the Village Property Maintenance Code.

Additional responsibilities of this position include performing plan reviews, enforcement of zoning codes, erosion control, other municipal codes relating to pools, fences, sheds, signs, and other structures or projects regulated by the Village.

LICENSE/CERTIFICATION REQUIREMENTS:

Wisconsin Department of Safety and Professional Services (DPS) credentials in the following categories are desired: UDC-Construction, UDC-Electrical, UDC-Plumbing, UDC-HVAC. Additional certifications, including but not limited to Commercial Building, Commercial Electric Inspector, Commercial Plumbing Inspector are desired but not required. A valid Wisconsin driver's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

Thorough knowledge of building, plumbing, electric, HVAC codes and standards as well as interpretation and application of zoning codes. Knowledge of construction methods and materials used in building construction and related mechanical and structural work. Ability to read and interpret detailed construction plans and specifications. Enforce and interpret regulations firmly and tactfully while establishing and maintaining effective working relationships with contractors, architects, property owners, village employees, government officials, and the public using effective oral and written communication. Analyzes situations objectively and determine the proper course of action. Ability to make effective decisions under stressful conditions. Proficiency using/operating computers and various software programs, GIS, mobile devices, general office equipment, and other tools or equipment relating to inspection procedures.

EDUCATION AND PRIOR EXPERIENCE:

Minimum requirements include a high-school diploma or GED. A Bachelor's degree, associate's degree (A.A.) or technical certification in a related field from a college or trade/technical school is highly desired. At least three (3) years of progressive residential and/or commercial inspection experience. Equivalent experience, education, or training in related architectural, building, and construction fields may also be considered.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Assists the Director of Inspections in carrying out the day-to-day operations of the Department.
- Assists contractors, applicants, consultants and other members of the public with technical questions related to permit submittals, code requirements
- Reviews and issues various building, plumbing, electrical, HVAC and other permits
- Performs simple to complex plan reviews related to residential/commercial/industrial construction projects
- Prepares and communicates inspection reports using verbal, hand-written, and typed methods

ENVIRONMENTAL ADAPTABILITY:

- Work requires lifting or the exertion of up to 10 pounds of force and occasionally up to 50 pounds. Regularly requires sitting, standing, bending, crouching; using hands and fingers to handle or feel; reaching with hands and arms;
- Work may involve using repetitive motions and occasionally requires walking on uneven terrain, stooping, kneeling, crouching or crawling in confined spaces, climbing and descending steps, ladders; and pushing or pulling;
- Standard vision requirements; vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels;
- Requires preparing and analyzing written or computer data, operating machines, and observing general surroundings and activities.

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Permit Technician/Office Assistant
DEPARTMENT: Building Inspection & Zoning
IMMEDIATE SUPERVISOR: Director of Inspections and Zoning
CLASSIFICATION: Part-Time (Non-Exempt) – Up to 20 hours/week
8:00am to 4:30pm
M-F (Hours and schedule may vary)

GENERAL POSITION DESCRIPTION:

The Permit Technician/Office Assistant performs a variety of simple and complex duties involving the processing and issuance of permits, handling of customer inquiries, and providing permit related information related to projects of varying size and complexity to property owners and contractors. The Permit Technician/Office Assistant is also responsible for organizing and maintaining related departmental permit records and regularly reviews permit files to assess whether projects are progressing as required and schedules inspections for the inspectors. This role requires frequent and direct communication with residents, contractors, and consultants and assists the Director of Inspections and Assistant Inspector(s) with general office duties, scheduling, and communications. This position may also periodically assist the Village Utility Clerk on an as-needed basis.

LICENSE/CERTIFICATION REQUIREMENTS:

Wisconsin Department of Safety and Professional Services (DPS) credentials in the following categories are desired but not required. A valid Wisconsin driver's license is required.

SKILLS, KNOWLEDGE, AND ABILITIES:

A high degree of technical aptitude and attention to detail is necessary for this position. A general knowledge and understanding of construction industry terminology, practices, and procedures common to construction trades is essential. Self-motivation and able to problem solve and carry out assigned tasks with limited supervision including the ability to multi-task, assemble and organize data/documents while working in a fast-paced environment. Ability to interpret and convey various regulations, policies, and procedures tactfully while establishing and maintaining effective working relationships with contractors, architects, property owners, village employees, government officials, and the public using effective oral and written communication. Proficiency using/operating computers and various software programs, GIS, mobile devices, modern office equipment, and other tools or equipment relating to inspection practices. Experience with cash receipting and basic accounting practices. Maintains a courteous and professional demeanor, especially during difficult situations. Willingness to work with a diverse staff in a casual and professional office environment.

EDUCATION AND PRIOR EXPERIENCE:

A high School diploma or GED is required. The equivalent of (2) two years of advanced education in administrative and computer science is also desired. Any equivalent combination of experience and training which provides the required knowledge skill and ability may be considered. Preference given to a candidate with prior municipal government experience.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Assists the Director of Inspections in carrying out the day-to-day operations of the Department.
- Answers questions from walk-ins, telephone calls, emails, and other inquiries
- Aids in providing information, forms, and permits to the public as well as receives, reviews and processes permit applications. Applies appropriate policies and procedures to determine completeness of applications. Assesses fees and charges based on project type and scope; utilizes independent decision-making skills. Routes projects to certain Village departments where necessary
- Issues and approves non-complex permits such as mechanical, electrical, plumbing, roofing, siding, etc.
- Inputs, retrieves, and updates data and information related to all permits, inspections, building, plumbing, electrical, HVAC code and zoning violations, and building and construction activity
- Serves as a liaison between residents, contractors, and appropriate staff to ensure information is transferred accurately and timely
- Receives and processes inspection requests from contractors and citizens
- Receives and processes building and property maintenance code related complaints
- Follows up with permit applicants, property owners, and contractors regarding project status
- Responds to and resolves issues related to permit submittals and issuance, technical questions, etc.
- Performs general administrative duties such as filing, scheduling, composing, and issuing various communication material including letters, email, and other documents
- May provide backup assistance to the Utility Clerk during scheduled breaks, vacation time, sick-time and where additional workload warrants on an as-needed basis
- May perform certain field work as determined by supervisor
- Assists with coordination of plan commission submittals and packet preparation
- Frequent inside and outside contacts with co-workers, immediate supervisor(s), elected officials, and taxpayers. Contacts involve corrections or adjustments where some tact is essential to resolve minor problems

ENVIRONMENTAL ADAPTABILITY:

- Work requires lifting or the exertion of up to 10 pounds of force and occasionally up to 50 pounds. Regularly requires sitting, standing, bending, crouching; using hands and fingers to handle or feel; reaching with hands and arms.
- Work may involve using repetitive motions and occasionally requires walking on uneven terrain, stooping, kneeling, crouching, or crawling in confined spaces, climbing and descending steps, ladders; and pushing or pulling.
- Standard vision requirements: vocal communication is required for expressing or exchanging ideas by means of the spoken word; hearing is required to perceive information at normal spoken word levels.
- Requires preparing and analyzing written or computer data, operating machines, and observing general surroundings and activities.

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work

environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Fire Chief
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Village Administrator
CLASSIFICATION: Fulltime, Salary, Exempt

GENERAL POSITION DESCRIPTION:

The Fire Chief is the Chief Executive Officer of the Fire Department and is responsible for the protection of lives and property in the Village and the Fire/EMS response area through the supervision of all fire departments functions. The Fire Chief provides supervision to the Emergency Government Coordinator. The Fire Chief is an unclassified exempt position who serves in accordance with the provisions of Wisconsin State Statutes and functions in accordance with general policy established by the Village Board and Village Administrator, with considerable latitude in the exercise on independent judgment and discretion in the management and operation of the Fire Department.

DISTINGUISHING FEATURES OF THE CLASS

The Fire Chief is required to work as assigned by the Village, a minimum of a 40-hour work week and which may include covering a 24-hour shifts when needed. This class is exempt.

LICENSE/CERTIFICATION REQUIREMENTS:

- High school diploma or equivalent
- Bachelor's degree in related field
- Ten years full time firefighting experience
- Three years' experience at the rank of Captain or higher
- Valid Wisconsin driver's license
- Firefighter I and Firefighter II certification
- Fire Officer I and II certification.
- Fire Inspector certification.
- Five years of Fire/EMS supervisory experience
- Valid Wisconsin Emergency Medical Technician Paramedic License.
- Valid CPR certification
- NIMS 100, 200, 300, 400, 700
- Certified Driver/Operator-Pumper.
- Experience in fire and EMS work.

Within five (5) years of hire, employee must complete the following training and/or certification base upon class offerings:

- Certificate as an Executive Fire Officer (EFO) or Certified Fire Officer (CFO)(Preferred)

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge of accepted principles and practices of fire/EMS/Hazardous Materials administration.
- Knowledge of personnel and human resources management; knowledge of employee relations.
- Knowledge of computers, software, and other methods of collecting and analyzing information.

- Knowledge of fire service accreditation, strategic planning, and quality improvement.
- Knowledge of day-to-day fire/EMS/Hazardous Materials operations.
- Knowledge of subordinate's staff duties and responsibilities.
- Skills to organize, control and direct the personnel and resources of the department.
- Skills to counsel, guide and lead officers, firefighters and EMT's at various Fire/EMS/Hazardous Materials incidents.
- Skills in writing comprehensive written narrative reports, proposals, letters, research papers, guidelines, policies, memos, and other written documents.
- Skills to serve as the primary spokesperson with the news media.
- Skills to demonstrate excellent problem-solving abilities.
- Skills to develop, administer and evaluate the various jobs/positions for task analysis, classification, and job descriptions.
- Skills to implement and monitor the department's mission and vision resulting from strategic planning.
- Ability to develop and present the department's annual budget to the Budget and Finance Committee, Village Administrator, Village Board and Town Boards.
- Ability to evaluate, plan and schedule remedial and specialized training programs.
- Ability to ensure that service delivery is maintained through establishing rules and regulations, policies and procedures, standards of conduct and other written directives.
- Ability to develop guidelines and procedures, special orders, general orders, memorandums, rules and regulations, and other written directives for efficient operation of the department.
- Ability to implement and monitor the department's goals and objectives resulting from strategic planning.
- Ability to display public speaking skills with a corresponding ability to articulate appropriate viewpoints of the department.
- Ability to represent the department to residents, businesses, social agencies, fire service agencies and other groups.
- Ability to work with technical independence and considerable latitude in the exercise on independent judgment in the management and operation of the department.

Special Requirements:

- Must possess the ability to lead and motivate personnel in a volunteer paid on call environment.
- Work under extremely stressful situations, day, and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property.
- Must attend departmental meetings and training sessions.
- Testify in court.
- Operate photography equipment.
- Safely drive and operate the full range of fire apparatus and equipment used by the Department.
- Must possess, or be able to obtain by time of hire, a valid State of Wisconsin Driver's License.
- No felony convictions or disqualifying criminal histories that would not allow a license or certification to be held in the State of Wisconsin.
- Ability to read and write the English language, proficiently.
- Operate a personal computer and related software and demonstrate proficiency to prepare inspection reports, documents, databases, e-mail, and timesheets.

- Ability to pass a physical examination that meets the medical standards for Fire Fighters, as recommended by the National Fire Protection Association, as listed in the NFPA Standard 1001.

Must reside within 15 miles of the Village of Jackson municipal limits within twelve (12) months of appointment.

SPECIFIC POSITION RESPONSIBILITIES:

- Ultimately responsible for all Fire, EMS, Hazardous Materials Operations.
- Ultimately responsible for Fire Prevention, Fire Inspections, and Training on the department.
- Independent, professional judgment is expected from the person occupying this position.
- Fire/EMS/Emergency Government budget preparation.
- Plans and supervises the fire/EMS/Hazardous Materials responses to emergency scenes.
- Plans and supervises programs for Fire Prevention and Education.
- Performs as the department's Privacy Officer for HIPAA compliance.
- Enforces or causes to be enforced, the laws and ordinances within the assigned area of duty that otherwise may come to his/her attention.
- Keeps such books and records as required by law.
- Responsible for the training of fire/EMS/Hazardous Materials personnel.
- Supervises and assigns duties to fire/EMS/Hazardous Materials personnel.
- Expected to confer with the developers, represent the village on external committees, assists in staff review of development proposals and assist in the identification and prioritization of capital improvement projects.
- Awareness of community relations issues, paying particular attention to public contacts including those with the business community, schools, and other civic and community groups.
- Submits monthly reports on the status of the departments, areas of concern, budget concerns, etc. to the Village Board, Town Boards, Village Administrator and Police and Fire Commission.
- Holds staff meetings and facilitates communications between Law Enforcement and other county fire departments and the Village Board, Village Administrator Police and Fire Commission, Town Boards, and staff.
- Functions well as a team leader and a team player to ensure uniform, coordinated, and efficient delivery of services to citizens.

Secondary Job Duties:

- Organizes, controls, and directs the personnel and resources of the fire department.
- Responsible for ensuring that an EMS crew is scheduled 24/7/365, is given the latitude to hire additional personnel to ensure coverage.
- Conducts the long- and short-range planning functions.
- Represents the Fire Department to Town Boards, Village Officials in committee meetings, Village Board meetings and other Village functions.
- Counsels, guides, and leads officers and firefighters in handling various fire/EMS/Hazardous Materials situations.
- Insures that discipline is maintained through establishing rules and regulations, policies and procedures, standards of conduct and other written directives.
- Develops policies and procedures, special orders, rules and regulations, and other written directives for efficient operation of the department.

- Represents the fire department to residents, businesses, social service agencies, fire service agencies and other groups.
- Facilitates the formulation of goals and objectives for the department.
- Ensures that all department personnel respect and protect the constitutional rights of individuals.
- Conducts or reviews internal investigations and citizen complaints.
- Evaluates any deficiencies, weaknesses or inadequacies in operations and outlines remedial measures, including training to correct those deficiencies.
- Evaluates future trends in delivery of fire/EMS/Hazardous Materials services.
- Develops and administers the department's budget.
- Develops the capability of the department to efficiently gather, collate and analyze data.
- Manages the department's grievance procedure.
- Administers the department's role in recruitment, selection, and promotion processes.
- Evaluates, plans and schedules remedial and specialized training programs, as required.
- Serves as primary spokesperson for the department.
- Reviews all complex and important fire/EMS/Hazardous Materials alarm investigations.
- Evaluates community relations and fire prevention/education programs.
- Designs, implements, and monitors the property management function at the department.
- Monitors the records management of the department.
- Demonstrates excellent problem-solving skills.
- Develops, implements, monitors the collection and analyzing of data with computer systems.
- Assumes and demonstrates knowledge and proficiency in the tasks, duties and responsibilities of all department members as required.

ENVIRONMENTAL ADAPTABILITY:

- Work is performed in office, vehicles, and outdoor settings in all weather conditions, including prolonged periods in extreme weather during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.
- The employee occasionally works near moving mechanical parts and in high precarious places, with explosives, and is occasionally exposed to wet or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.
- The noise level in the work environment is usually quiet in office setting and loud in emergency situations.

SELECTION GUIDELINES:

- Application submitted to the Human Resource Department through NEO GOV, review of education and experience, appropriate testing and interviews, background check, physical ability, drug screening, and final selection and pre-employment medical examination.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Assistant Chief
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Fire Chief
CLASSIFICATION: Fulltime, Salary, Exempt

GENERAL POSITION DESCRIPTION:

Performs a variety of technical, administrative, and supervisory work in inspecting buildings, facilities, and property for fire hazards and compliance; conducts departmental and community education; and performs emergency response.

DISTINGUISHING FEATURES OF THE CLASS:

Assistant Chief is required to work as assigned by the Village, a minimum of a 40-hour work week and which may include covering a 24-hour shifts when needed. The Assistant Chief may act in place of the Fire Chief on a relief or training basis. This class is exempt.

LICENSE/CERTIFICATION REQUIREMENTS:

- High school diploma or equivalent
- Associate degree in related field
- Bachelor's degree in related field (Preferred)
- Ten years full time firefighting experience
- Three years' experience at the rank of Captain or higher
- Valid Wisconsin driver's license
- Firefighter I and Firefighter II certification
- Fire Officer I and II certification.
- Fire Inspector certification.
- Five years of Fire/EMS supervisory experience
- Valid Wisconsin Emergency Medical Technician license (Advanced EMT) or Higher
- Valid CPR certification
- NIMS 100, 200, 300, 400, 700
- Certified Driver/Operator-Pumper.
- Experience in fire and EMS work.

Within five (5) years of hire, employee must complete the following training and/or certification base upon class offerings:

- Certificate as an Executive Fire Officer (EFO) or Certified Fire Officer (CFO)(Preferred)

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge of modern fire suppression and prevention and emergency medical services, principles, procedures, techniques, and equipment.
- Thorough knowledge of emergency medicine techniques and their application as demonstrated through AEMT Certification.
- Read, interpret, and explain fire codes, ordinances, regulations, plans, blueprints, diagrams, system maps, technical operational manuals.
- Ability to train, supervise and lead subordinate personnel.
- Ability to perform work requiring good physical condition.
- Ability to communicate effectively, both orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions.

- Ability to effectively give and receive verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees, supervisors, and the public.
- Knowledge of emergency management and hazard mitigation methods.

Special Requirements:

- Must possess the ability to lead and motivate personnel in a volunteer paid on call environment.
- Work under extremely stressful situations, day, and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property.
- Must attend departmental meetings and training sessions.
- Testify in court.
- Operate photography equipment.
- Safely drive and operate the full range of fire apparatus and equipment used by the Department.
- Must possess, or be able to obtain by time of hire, a valid State of Wisconsin Driver's License without record of suspension or revocation in any state.
- No felony convictions or disqualifying criminal histories that would not allow a license or certification to be held in the State of Wisconsin.
- Ability to read and write the English language, proficiently.
- Operate a personal computer and related software and demonstrate proficiency to prepare inspection reports, documents, databases, e-mail, and timesheets.
- Ability to pass a physical examination that meets the medical standards for Fire Fighters, as recommended by the National Fire Protection Association, as listed in the NFPA Standard 1001.

Must reside within 15 miles of the Village of Jackson municipal limits within twelve (12) months of appointment.

SPECIFIC POSITION RESPONSIBILITIES:

- Effectively manages and supervises career & paid on call personnel.
- Assumes command of emergency operation, unless relieved by the Fire Chief
- Assists in the determining the cause and origin of fires.
- Implements and oversees the proper operation of the incident command system (ICS)
- Review fire reports for compliance.
- Operates all apparatus with efficiency in emergent and non-emergent situations.
- Operates fire pumps, aerial ladders, and all apparatus support equipment with efficiency.
- Makes decisions regarding fire suppression methods to be used.
- Responds to emergency situations to perform fire suppression and rescue duties.
- Uses power and hand tools to ventilate burning buildings and perform forcible entry.
- Assists with salvage, overhaul, cleanup, and evacuation activities as necessary.
- Assists in the laying of hose lines, directing water streams.
- Assists in placing ladders to ventilate buildings, aid suppression and salvage operations.
- Assists with vehicle extrication at automobile accidents.
- Attends training and meetings to remain current on fire suppression, rescue methods and EMT skills.
- Responds to medical emergencies.
- Performs rescue and lifesaving emergency medical care.
- Oversees fire inspections of buildings, enforcing local fire ordinances and state laws.
- Work with other city departments on new developments & approve construction plans.

- Calculates and maintains annual department budget in accordance with budget guidelines.
- Attends Village Board meeting, Budget and Finance meetings, and any other meeting requested or in the absence of the Fire Chief
- Attends Police and Fire Commission meetings as requested or in the absence of the Fire Chief
- Presides over Fire Department meetings in the absence of the Fire Chief
- Assist in forming department policies; maintains adherence to standards and policies.
- Responsible for overall personnel, apparatus, equipment, and station compliance to standards
- Provide communications to the public, subordinates, and other departments.
- Work closely with Dispatch to determine the best way to respond to calls based on EMD priority and other information.
- Respond to emergency calls, assess patient conditions, and make critical care decisions.
- Collect pertinent patient care data to a medical professional based on Department protocols.
- Complete all necessary EMS reporting and other EMS documents as required.
- Review inventory of medical supplies on vehicles and stock and assure proper reordering and restocking to assure proper supply inventories.

Secondary Job Duties:

- Supervisory duties: scheduling, training, assigning, and planning work of others.
- Reviews work of subordinates for completeness and accuracy.
- Receives and responds to public complaints and inquiries.
- Perform annual review of shift commanders.
- Assists with public fire prevention and education programs.
- Assists with public relation events.
- Documentation of fire and medical emergency incidents
- General clerical/administrative work
- Efficient in communication skills with the use of radios
- Uses special knowledge and skills to deal with hazardous or life threatening situations, including those associated with: 1) the storage and transportation of flammable liquids, gases, toxic chemicals, petroleum products and other combustible materials; 2) vehicle roadway collisions, aircraft and railroad accidents, water and ice rescue, construction site accidents, confined space rescue, and other similar medical treatment emergencies; 3) all types of conditions and events that produce fire; and 4) behavioral characteristics associated with different kinds of fires
- Promotes positive department image through positive public personal conduct.
- Other duties as requested.

Fire Inspections:

- Oversee inspection activities with other Village/Town departments and divisions; confers with all sectors; Industrial, Commercial, Private and the general public in the field and office.
- Inspects property, new and existing buildings and special events for fire hazards, adequacy of fire protection systems, adequacy of fire exits and general compliance with fire codes, and regulations.
- Inspects occupancies that store, handle, and use hazardous materials to ensure compliance with local, state, and federal regulations.

- Recommends corrections for defects and inadequacies that require corrections to comply with applicable Village ordinances and codes.
- Assists in the development of, or reviews fire exit plans.
- Conducts fire exit drills to monitor and evaluate evacuation procedures.
- Coordinates special events by meeting with and providing input to event organizers, other departments, divisions, and Village/Town agencies to ensure the safety of the public and compliance with the fire code.
- Provides feedback to the Fire Chief on updates the current Village/Town fire code.
- Maintains review and inspection records and databases, documents inspections, including violations, and all records including inspection reports and correspondence with affected parties on compliance efforts, including implementation of new fire inspection software.
- Provides technical interpretation of the fire code.

Emergency Response:

- Responds to, commands when necessary and mitigates emergency and non-emergency service request including but not limited to structural fires, emergency medical calls, vehicle accidents, hazardous materials spills or releases, forcible entry, alarm investigations, and burning complaints.
- Performs suppression, rescue and salvage operations including but not limited to raise and lower ladders, pulls/positions hose lines, operate gas powered saws or fans, operates heavy rescue equipment, uses various hand tools, and operates heavy fire apparatus including pumps and aerial ladders.
- May respond to emergency calls for specialized service such as hazardous materials, confined spaces rescue, extrication and technical rescues that include high angle, below grade, swift water, trench, and collapse rescues.
- Performs emergency medical technical skills and maintains certifications.

Team Management:

- Assists the Fire Chief in supervising department staff to ensure programs are being carried out effectively.
- Provide mentoring and leadership to Fulltime, part-time and Paid-on-Call members.
- Oversee the training of firefighters and EMS providers; training methods include fire suppression, operations, rescue, hazardous material, fire prevention inspections, investigation, building plan review, public education, uses of equipment and emergency medical procedures and practices.
- Assists in the annual planning, organizing and presentation of staff training during the day and evenings when required.
- Presents oral and written reports as required.

Public Fire Education and Public Information:

- Oversee Fire Prevention officer in maintaining an effective public fire education and information programs on a departmental basis.
- Oversee Prevention officer in public relations and public education programs to promote fire safety in the Village and Town.
- Oversee Fire Prevention officer in developing, implementing, and maintaining an effective public relation and information program on a departmental basis; Develops press releases, columns, and other materials for the media for publication as needed.

Miscellaneous:

- Oversee pre-shift equipment inspection to ensure equipment and personal protective equipment is functional and ready for emergency use.
- Oversee the routine maintenance of fire apparatus and equipment, inspecting apparatus and equipment to determine need for maintenance and repair work.
- Oversee and/or participates in the cleaning and maintenance of quarters, equipment, and apparatus.
- Maintains regular punctual and predictable attendance, works overtime and extra hours as required.
- Performs related work as assigned.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

Position requires the individual to work under various physically demanding conditions and requires the individual to maintain adequate physical conditioning per standards under NFPA 1582-(Comprehensive Occupational Medical Program for Fire Department-2018 edition): It will also follow **5.1 Essential Job Tasks and Descriptions.**

The fire department shall evaluate, on an annual basis, the following 14 essential job tasks against the types and levels of emergency services provided to the local community by the fire department, the types of structures and occupancies in the community, and the configuration of the fire department to determine which tasks apply to their department members and candidates:

- While wearing personal protective ensembles and self-contained breathing apparatus (SCBA), performing fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and heated gases, despite the use of personal protective ensembles and SCBA
- Depending on the local jurisdiction, climbing six or more flights of stairs while wearing a fire protective ensemble, including SCBA, weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg)
- Wearing a fire protective ensemble, including SCBA, that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- While wearing personal protective ensembles and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility
- While wearing personal protective ensembles and SCBA, advancing water-filled hose lines up to 2 ½ in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.

- While wearing personal protective ensembles and SCBA, climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.
- Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers)
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
- Working in shifts, including during nighttime, that can extend beyond 12 hours.
- Sitting, standing, crouching, kneeling, or crawling in any of the environmental conditions for any length of time.
- Performing duties from various levels of height including from ladders, buildings, or other structures.
- Performing duties at various levels of grade including below ground or uneven terrain.
- Performing duties in limited to zero visibility under extreme temperature changes.
- Performing duties under severe noise levels from equipment, apparatus, or structural fire conditions.
- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively on the telephone, department radio equipment, and in person, including during emergency and non-emergency situations which may involve a high degree of noise.
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, comprehend, prepare, and evaluate written documents and text material, and effectively operate at a fire or related emergency scene.
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in firefighting and a personal computer.
- Sufficient personal mobility, flexibility, and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

ENVIRONMENTAL ADAPTABILITY:

- Work is performed in office, vehicles, and outdoor settings in all weather conditions, including prolonged periods in extreme weather during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.

- The employee occasionally works near moving mechanical parts and in high precarious places, with explosives, and is occasionally exposed to wet or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.
- The noise level in the work environment is usually quiet in office setting and loud in emergency situations.

SELECTION GUIDELINES:

- Application submitted to the Human Resource Department through NEO GOV, review of education and experience, appropriate testing and interviews, background check, physical ability, drug screening, and final selection and pre-employment medical examination.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Lieutenant/Paramedic
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Assistant Chief
CLASSIFICATION: Fulltime, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

Performs a variety of technical, administrative, and supervisory work in inspecting buildings, facilities, and property for fire hazards and compliance; conducts departmental and community education; and performs emergency response.

DISTINGUISHING FEATURES OF THE CLASS:

Lieutenant/Paramedic are required to work as assigned by the Village and will work a 48/96-hour shift (56-hour work weeks) and may be assigned to workday assignment (For example, a 40-hour work week). A Lieutenant/Paramedic will normally be the truck officer on all fire calls and may act as an MPO, Shift commander on a relief or training basis. They will also be the lead paramedic on shift. This class is FLSA nonexcepted.

LICENSE/CERTIFICATION REQUIREMENTS:

- Associate degree or higher in Fire Protection or related field from an accredited college or university is *preferred*.
- High school diploma or equivalent
- Five years full time firefighting experience
- Valid Wisconsin driver's license
- Firefighter I and Firefighter II certification
- Fire Officer I, and Fire Officer II certification or obtain within a reasonable time determined by the Fire Chief
- Wisconsin Certified Inspector I
- Certified Driver/Operator-Pumper.
- Fire instructor 1 and obtain Fire Instructor 2 with a reasonable time determined by the Fire Chief
- Valid Wisconsin Emergency Medical Technician Paramedic
- Valid CPR Certification
- NIMS 100, 200, 300, 400, and 700
- Experience in fire and EMS work.

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge of modern fire suppression, prevention, and emergency medical services, principles, procedures, techniques, and equipment.
- Thorough knowledge of emergency medicine techniques and their application as demonstrated through EMT-P Certification.
- Read, interpret, and explain fire codes, ordinances, regulations, plans, blueprints, diagrams, system maps, technical operational manuals.
- Ability to train, supervise and lead subordinate personnel.

- Ability to perform work requiring good physical condition.
- Ability to communicate effectively, both orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions.
- Ability to effectively give and receive verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees, supervisors, and the public.
- Knowledge of emergency management and hazard mitigation methods.

Special Requirements:

- Must possess the ability to lead and motivate personnel in a volunteer paid on call environment.
- Work under extremely stressful situations, day, and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property.
- Must attend departmental meetings and training sessions.
- Testify in court.
- Operate photography equipment.
- Safely drive and operate the full range of fire apparatus and equipment used by the Department.
- Must possess, or be able to obtain by time of hire, a valid State of Wisconsin Driver's License without record of suspension or revocation in any state.
- No felony convictions or disqualifying criminal histories that would not allow a license or certification to be held in the State of Wisconsin.
- Ability to read and write the English language, proficiently.
- Operate a personal computer and related software and demonstrate proficiency to prepare inspection reports, documents, databases, e-mail, and timesheets.
- Ability to pass a physical examination that meets the medical standards for Fire Fighters, as recommended by the National Fire Protection Association, as listed in the NFPA Standard 1001.
- Must reside within fifteen miles of the Village of Jackson municipal limits within twelve (12) months of appointment.

SPECIFIC POSITION RESPONSIBILITIES:

Provides Emergency Medical Services:

- The Lieutenant/Paramedic will have the same essential duties and job responsibilities as a Firefighter/paramedic and includes the following duties and job responsibilities.
- Effectively manages and supervises career, Part-time & paid on call personnel.
- Assumes supervision of the shift in the absence of the assistant Chief.
- Assumes command at emergency calls in absence of a chief officer or captain.
- Assists in the determining the cause of fires.
- Implements and oversees the proper operation of the incident command structure.
- Assures that all documentation for an incident is accomplished.
- Inspects personnel, apparatus, all equipment, and station for compliance to standards.
- Operates all apparatus with efficiency in emergent and non-emergent situations.
- Operates fire pumps, aerial ladders, and all apparatus support equipment with efficiency.
- Makes decisions regarding fire suppression methods to be used.
- Responds to emergency situations to perform fire suppression and rescue duties.
- Uses power and hand tools to ventilate burning buildings and perform forcible entry.

- Assists with salvage, overhaul, cleanup, and evacuation activities as necessary.
- Assists in the laying of hose lines, directing water streams.
- Assists in placing ladders to ventilate buildings, aid suppression and salvage operations.
- Assists with vehicle extrication at automobile accidents.
- Attends training and meetings to remain current on fire suppression, rescue methods and EMS skills to licensed level.
- Maintains all apparatus including preventative maintenance and light repairs.
- Maintains all apparatus equipment including SCBA.
- Maintains facility and facility equipment including generators and compressors.
- Maintains all medical equipment.
- Inspects and maintains all personal protective equipment.
- Responds to medical emergencies.
- Performs rescue and lifesaving emergency medical care.
- Assist fire inspections of buildings, enforcing local fire ordinances and state laws.
- Assist in preparing pre-fire plans for buildings.
- Document an annual evaluation of subordinates.
- Work closely with Dispatch to determine the best way to respond to calls based on EMD priority and other information.
- Respond to emergency calls, assess patient conditions, and make critical care decisions.
- Maintain Wisconsin EMT-Paramedic Level License.
- Treat patients at EMS calls up to the paramedic level.
- Collect pertinent patient care data to a medical professional based on Department protocols.
- Complete all necessary EMS reporting and other EMS documents as required.
- Review inventory of medical supplies on vehicles and stock and assure proper reordering and restocking to assure proper supply inventories.

Secondary job Duties:

- Supervisory duties: scheduling, training, assigning, and planning work of others.
- Responsible for ordering EMS supplies and cleaning supplies.
- Responsible for daily and yearly maintenance on all vehicles and small engines.
- Reviews work of subordinates for completeness and accuracy.
- Receives and responds to public complaints and inquiries.
- Supervises and participates in maintenance of apparatus and equipment.
- Assists with public fire prevention and education programs.
- Assist with public relation events.
- Assists with fire hose testing.
- Responsible for documentation of fire and medical emergency incidents
- General clerical/administrative work
- Efficient in communication skills with the use of radios
- Uses special knowledge and skills to deal with hazardous or life threatening situations, including those associated with: 1) the storage and transportation of flammable liquids, gases, toxic chemicals, petroleum products and other combustible materials; 2) vehicle roadway collisions, aircraft and railroad accidents, water and ice rescue, construction site accidents, confined space rescue, and other similar medical treatment emergencies; 3) all types of conditions and events that produce fire; and 4) behavioral characteristics associated with different kinds of fires
- Promotes positive department image through positive public personal conduct.
- Other duties as requested.

Fire Inspections:

- Assists in providing Prevention and Public Education Programs and activities.
- Provides inspection activities with other Village/Town departments and divisions; confers with all sectors; Industrial, Commercial, Private and the general public in the field and office.
- Inspects property, new and existing buildings and special events for fire hazards, adequacy of fire protection systems, adequacy of fire exits and general compliance with fire codes, and regulations.
- Inspects occupancies that store, handle, and use hazardous materials to ensure compliance with local, state, and federal regulations.
- Recommends corrections for defects and inadequacies that require corrections to comply with applicable Village ordinances and codes.
- Assists in the development of, or reviews fire exit plans.
- Conducts fire exit drills to monitor and evaluate evacuation procedures.
- Coordinates special events by meeting with and providing input to event organizers, other departments, divisions, and Village/Town agencies to ensure the safety of the public and compliance with the fire code.
- Provides feedback to the Fire Chief and Assistant Chief on updates the current Village/Town fire code.
- Maintains review and inspection records and databases, documents inspections, including violations, and all records including inspection reports and correspondence with affected parties on compliance efforts, including implementation of new fire inspection software.
- Provides technical interpretation of the fire code.

Emergency Response:

- Responds to, commands when necessary and mitigates emergency and non-emergency service request including but not limited to structural fires, emergency medical calls, vehicle accidents, hazardous materials spills or releases, forcible entry, alarm investigations, and burning complaints.
- Performs and supervises suppression, rescue and salvage operations including but not limited to raise and lower ladders, pulls/positions hose lines, operate gas powered saws or fans, operates heavy rescue equipment, uses various hand tools, and operates heavy fire apparatus including pumps and aerial ladders.
- May respond to emergency calls for specialized service such as hazardous materials, confined spaces rescue, extrication and technical rescues that include high angle, below grade, swift water, trench, and collapse rescues.
- Performs emergency medical technical skills and maintains certifications.

Team Management:

- Assists the Fire Chief and Assistant Chief in supervising department staff to ensure programs are being carried out effectively.
- Provide mentoring and leadership to part-time and POC members.
- Assists the Training officer in the training of firefighters and EMS providers; training methods include fire suppression, operations, rescue, hazardous material, fire prevention inspections, investigation, building plan review, public education, uses of equipment and emergency medical procedures and practices.
- Assists in the annual planning, organizing and presentation of staff training during the day and evenings when required.
- Presents oral and written reports as required.

Public Fire Education and Public Information:

- Assist Fire Prevention officer and Training officer in maintaining an effective public fire education and information programs on a departmental basis.
- Assist Prevention officer and Training officer in public relations and public education programs to promote fire safety in the Village and Town.
- Assist Fire Prevention officer and Training officer in developing, implementing, and maintaining an effective public relation and information program on a departmental basis; Develops press releases, columns, and other materials for the media for publication as needed.

Miscellaneous:

- Perform pre-shift equipment inspection to ensure equipment and personal protective equipment is functional and ready for emergency use.
- Performs the routine maintenance of fire apparatus and equipment, inspecting apparatus and equipment to determine need for maintenance and repair work.
- Perform and/or participates in the cleaning and maintenance of quarters, equipment, and apparatus.
- Maintains regular punctual and predictable attendance, works overtime and extra hours as required.
- Performs related work as assigned.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

Position requires the individual to work under various physically demanding conditions and requires the individual to maintain adequate physical conditioning per standards under NFPA 1582-(Comprehensive Occupational Medical Program for Fire Department-2018 edition): It will also follow **5.1 Essential Job Tasks and Descriptions.**

The fire department shall evaluate, on an annual basis, the following 14 essential job tasks against the types and levels of emergency services provided to the local community by the fire department, the types of structures and occupancies in the community, and the configuration of the fire department to determine which tasks apply to their department members and candidates:

- While wearing personal protective ensembles and self-contained breathing apparatus (SCBA), performing fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and heated gases, despite the use of personal protective ensembles and SCBA

- Depending on the local jurisdiction, climbing six or more flights of stairs while wearing a fire protective ensemble, including SCBA, weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg)
- Wearing a fire protective ensemble, including SCBA, that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- While wearing personal protective ensembles and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility
- While wearing personal protective ensembles and SCBA, advancing water-filled hose lines up to 2 1/2 in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- While wearing personal protective ensembles and SCBA, climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, which is further aggravated by fatigue, flashing lights, sirens, and other distractions.
- Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers)
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
- Working in shifts, including during nighttime, which can extend beyond 12 hours.
- Sitting, standing, crouching, kneeling, or crawling in any of the environmental conditions for any length of time.
- Performing duties from various levels of height including from ladders, buildings, or other structures.
- Performing duties at various levels of grade including below ground or uneven terrain.
- Performing duties in limited to zero visibility under extreme temperature changes.
- Performing duties under severe noise levels from equipment, apparatus, or structural fire conditions.
- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively on the telephone, department radio equipment, and in person, including during emergency and non-emergency situations which may involve a high degree of noise.
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, comprehend, prepare, and evaluate written documents and text material, and effectively operate at a fire or related emergency scene.

- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in firefighting and a personal computer.
- Sufficient personal mobility, flexibility, and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

ENVIRONMENTAL ADAPTABILITY:

- Work is performed in office, vehicles, and outdoor settings in all weather conditions, including prolonged periods in extreme weather during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.
- The employee occasionally works near moving mechanical parts and in high precarious places, with explosives, and is occasionally exposed to wet or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.
- The noise level in the work environment is usually quiet in office setting and loud in emergency situations.

SELECTION GUIDELINES:

- Application submitted to the Human Resource Department through NEO GOV, review of education and experience, appropriate testing and interviews, background check, physical ability, drug screening, and final selection and pre-employment medical examination.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Firefighter/Paramedic
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Lieutenant
CLASSIFICATION: Fulltime, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

Performs a variety of technical, administrative, and supervisory work in inspecting buildings, facilities, and property for fire hazards and compliance; conducts departmental and community education; and performs emergency response.

DISTINGUISHING FEATURES OF THE CLASS:

FF/Paramedic are required to work as assigned by the Village, and which will include 24-hour shifts (48/96 shift) consisting of 56-hour work weeks and may be assigned to workday assignment (For example, a 40-hour work week). An FF/Paramedic may act as a MPO, Truck Officer, Shift commander on a relief or training basis. This class is FLSA nonexcepted.

LICENSE/CERTIFICATION REQUIREMENTS:

- Associate Degree or higher in Fire Protection or related field from an accredited college or university is *preferred*.
- Wisconsin Certified Fire Fighter I.
- Licensed State of Wisconsin/National Registry Emergency Medical Technician-Advanced.
- Experience in fire and EMS work preferred.

Within one (1) years of hire, employee must complete the following training and/or certification base upon class offerings:

- Paramedic
- Certified Driver/Operator-Pumper.
- Wisconsin Certified Inspector I

SKILLS, KNOWLEDGE, AND ABILITIES:

- Knowledge of modern fire suppression and prevention and emergency medical services, principles, procedures, techniques, and equipment.
- Thorough knowledge of emergency medicine techniques and their application as demonstrated through EMT-P Certification.
- Read, interpret, and explain fire codes, ordinances, regulations, plans, blueprints, diagrams, system maps, technical operational manuals.
- Ability to assist in training.
- Ability to perform work requiring good physical condition.
- Ability to communicate effectively, both orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions.
- Ability to effectively give and receive verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees, supervisors, and the public.
- Knowledge of emergency management and hazard mitigation methods.

Special Requirements:

- Must possess the ability to lead and motivate personnel in a volunteer paid on call environment.
- Work under extremely stressful situations, day, and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property.
- Must attend departmental meetings and training sessions.
- Testify in court.
- Operate photography equipment.
- Safely drive and operate the full range of fire apparatus and equipment used by the Department.
- Must possess, or be able to obtain by time of hire, a valid State of Wisconsin Driver's License without record of suspension or revocation in any state.
- No felony convictions or disqualifying criminal histories that would not allow a license or certification to be held in the State of Wisconsin.
- Ability to read and write the English language, proficiently.
- Operate a personal computer and related software and demonstrate proficiency to prepare inspection reports, documents, databases, e-mail, and timesheets.
- Ability to pass a physical examination that meets the medical standards for Fire Fighters, as recommended by the National Fire Protection Association, as listed in the NFPA Standard 1001.
- Must reside within 15 miles of the Village of Jackson municipal limits within twelve (12) months of appointment.

SPECIFIC POSITION RESPONSIBILITIES:

Provides Emergency Medical Services:

- Work closely with Dispatch to determine the best way to respond to calls based on EMD priority and other information.
- Respond to emergency calls, assess patient conditions, and make critical care decisions.
- Maintain Wisconsin EMT-Paramedic Level License.
- Treat patients at EMS calls up to the paramedic level.
- Collect pertinent patient care data to a medical professional based on Department protocols.
- Complete all necessary EMS reporting and other EMS documents as required.
- Review inventory of medical supplies on vehicles and stock and assure proper reordering and restocking to assure proper supply inventories.

Fire Inspections:

- Assists in providing Prevention and Public Education Programs and activities.
- Provides inspection activities with other Village/Town departments and divisions; confers with all sectors; Industrial, Commercial, Private and the general public in the field and office.
- Inspects property, new and existing buildings and special events for fire hazards, adequacy of fire protection systems, adequacy of fire exits and general compliance with fire codes, and regulations.

- Inspects occupancies that store, handle, and use hazardous materials to ensure compliance with local, state, and federal regulations.
- Recommends corrections for defects and inadequacies that require corrections to comply with applicable Village ordinances and codes.
- Assists in the development of, or reviews fire exit plans.
- Conducts fire exit drills to monitor and evaluate evacuation procedures.
- Coordinates special events by meeting with and providing input to event organizers, other departments, divisions, and Village/Town agencies to ensure the safety of the public and compliance with the fire code.
- Provides feedback to the Fire Chief, Assistant Chief, and Lieutenant on updates the current Village/Town fire code.
- Maintains review and inspection records and databases, documents inspections, including violations, and all records including inspection reports and correspondence with affected parties on compliance efforts, including implementation of new fire inspection software.
- Provides technical interpretation of the fire code.

Emergency Response:

- Responds to, commands when necessary and mitigates emergency and non-emergency service request including but not limited to structural fires, emergency medical calls, vehicle accidents, hazardous materials spills or releases, forcible entry, alarm investigations, and burning complaints.
- Performs suppression, rescue and salvage operations including but not limited to raise and lower ladders, pulls/positions hose lines, operate gas powered saws or fans, operates heavy rescue equipment, uses various hand tools, and operates heavy fire apparatus including pumps and aerial ladders.
- May respond to emergency calls for specialized service such as hazardous materials, confined spaces rescue, extrication and technical rescues that include high angle, below grade, swift water, trench, and collapse rescues.
- Performs emergency medical technical skills and maintains certifications.

Team Management:

- Provide mentoring and leadership to part-time and Paid on Call members.
- Assists the Training committee in the training of firefighters and EMS providers; training methods include fire suppression, operations, rescue, hazardous material, fire prevention inspections, investigation, building plan review, public education, uses of equipment and emergency medical procedures and practices.
- Assists in the annual planning, organizing and presentation of staff training during the day and evenings when required.
- Presents oral and written reports as required.

Public Fire Education and Public Information:

- Assist Fire Prevention officer in maintaining an effective public fire education and information programs on a departmental basis.
- Assist Prevention officer in public relations and public education programs to promote fire safety in the Village and Town.
- Assist Fire Prevention officer in developing, implementing, and maintaining an effective public relation and information program on a departmental basis; Develops press releases, columns, and other materials for the media for publication as needed.

Miscellaneous:

- Perform pre-shift equipment inspection to ensure equipment and personal protective equipment is functional and ready for emergency use.
- Performs the routine maintenance of fire apparatus and equipment, inspecting apparatus and equipment to determine need for maintenance and repair work.
- Perform and/or participates in the cleaning and maintenance of quarters, equipment, and apparatus.
- Maintains regular punctual and predictable attendance, works overtime and extra hours as required.
- Performs related work as assigned.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

Position requires the individual to work under various physically demanding conditions and requires the individual to maintain adequate physical conditioning per standards under NFPA 1582-(Comprehensive Occupational Medical Program for Fire Department-2018 edition): It will also follow **5.1 Essential Job Tasks and Descriptions.**

The fire department shall evaluate, on an annual basis, the following 14 essential job tasks against the types and levels of emergency services provided to the local community by the fire department, the types of structures and occupancies in the community, and the configuration of the fire department to determine which tasks apply to their department members and candidates:

- While wearing personal protective ensembles and self-contained breathing apparatus (SCBA), performing fire-fighting tasks (e.g., hoseline operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and heated gases, despite the use of personal protective ensembles and SCBA
- Depending on the local jurisdiction, climbing six or more flights of stairs while wearing a fire protective ensemble, including SCBA, weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg)
- Wearing a fire protective ensemble, including SCBA, that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- While wearing personal protective ensembles and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility
- While wearing personal protective ensembles and SCBA, advancing water-filled hoselines up to 2 ½ in. (65 mm) in diameter from fire apparatus to occupancy

[approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.

- While wearing personal protective ensembles and SCBA, climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration.
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.
- Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hoselines and/or fixed protection systems (sprinklers)
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
- Working in shifts, including during nighttime, that can extend beyond 12 hours.
- Sitting, standing, crouching, kneeling, or crawling in any of the environmental conditions for any length of time.
- Performing duties from various levels of height including from ladders, buildings, or other structures.
- Performing duties at various levels of grade including below ground or uneven terrain.
- Performing duties in limited to zero visibility under extreme temperature changes.
- Performing duties under severe noise levels from equipment, apparatus, or structural fire conditions.
- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively on the telephone, department radio equipment, and in person, including during emergency and non-emergency situations which may involve a high degree of noise.
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, comprehend, prepare, and evaluate written documents and text material, and effectively operate at a fire or related emergency scene.
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in firefighting and a personal computer.
- Sufficient personal mobility, flexibility, and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

ENVIRONMENTAL ADAPTABILITY:

- Work is performed in office, vehicles, and outdoor settings in all weather conditions, including prolonged periods in extreme weather during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical

assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.

- The employee occasionally works near moving mechanical parts and in high precarious places, with explosives, and is occasionally exposed to wet or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.
- The noise level in the work environment is usually quiet in office setting and loud in emergency situations.

SELECTION GUIDELINES:

- Application submitted to the Human Resource Department through NEO GOV, review of education and experience, appropriate testing and interviews, background check, physical ability, drug screening, and final selection and pre-employment medical examination.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Firefighter/Paramedic
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Assistant Chief
CLASSIFICATION: Part-time, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

Performs a variety of technical, administrative, and supervisory work in inspecting buildings, facilities, and property for fire hazards and compliance; conducts departmental and community education; and performs emergency response.

LICENSE/CERTIFICATION REQUIREMENTS:

- Wisconsin Certified Fire Fighter I.
- Licensed State of Wisconsin Paramedic
- Preferred Certified Driver/Operator-Pumper.
- Experience in fire and EMS work.

Within one (1) years of hire, employee must complete the following training and/or certification base upon class offerings:

- Certified Driver/Operator-Pumper.

Within one (2) years of hire, employee must complete the following training and/or certification base upon class offerings.

- Wisconsin Certified Firefighter 2.

SKILLS, KNOWLEDGE, AND ABILITIES:

Provides Emergency Medical Services:

- Work closely with Dispatch to determine the best way to respond to calls based on EMD priority and other information.
- Respond to emergency calls, assess patient conditions, and make critical care decisions.
- Maintain Wisconsin Paramedic Level License.
- Treat patients at EMS calls up to the Paramedic level.
- Collect pertinent patient care data to a medical professional based on Department protocols.
- Complete all necessary EMS reporting and other EMS documents as required.
- Review inventory of medical supplies on vehicles and stock and assure proper reordering and restocking to assure proper supply inventories.

Fire Inspections:

- Assists in providing Prevention and Public Education Programs and activities.
- Provides inspection activities with other Village/Town departments and divisions; confers with all sectors; Industrial, Commercial, Private and the general public in the field and office.
- Inspects property, new and existing buildings and special events for fire hazards, adequacy of fire protection systems, adequacy of fire exits and general compliance with fire codes, and regulations.
- Inspects occupancies that store, handle, and use hazardous materials to ensure compliance with local, state, and federal regulations.

- Recommends corrections for defects and inadequacies that require corrections to comply with applicable Village ordinances and codes.
- Assists in the development of, or reviews fire exit plans.
- Conducts fire exit drills to monitor and evaluate evacuation procedures.
- Coordinates special events by meeting with and providing input to event organizers, other departments, divisions, and Village/Town agencies to ensure the safety of the public and compliance with the fire code.
- Provides feedback to the Fire Chief and Inspection Captain on updates the current Village/Town fire code.
- Maintains review and inspection records and databases, documents inspections, including violations, and all records including inspection reports and correspondence with affected parties on compliance efforts, including implementation of new fire inspection software.
- Provides technical interpretation of the fire code.

Emergency Response:

- Responds to, commands when necessary and mitigates emergency and non-emergency service request including but not limited to structural fires, emergency medical calls, vehicle accidents, hazardous materials spills or releases, forcible entry, alarm investigations, and burning complaints.
- Performs suppression, rescue and salvage operations including but not limited to raise and lower ladders, pulls/positions hose lines, operate gas powered saws or fans, operates heavy rescue equipment, uses various hand tools and operates heavy fire apparatus including pumps and aerial ladders.
- May respond to emergency calls for specialized service such as hazardous materials, confined spaces rescue, extrication and technical rescues that include high angle, below grade, swift water, trench, and collapse rescues.
- Performs emergency medical technical skills and maintains certifications.

Team Management:

- Assists the Training Captain in the training of firefighters and EMS providers; training methods include fire suppression, operations, rescue, hazardous material, fire prevention inspections, investigation, building plan review, public education, uses of equipment and emergency medical procedures and practices.
- Assists in the annual planning, organizing and presentation of staff training during the day and evenings when required.
- Presents oral and written reports as required.

Public Fire Education and Public Information:

- Assist Fire Prevention Officer in maintaining an effective public fire education and information programs on a departmental basis.
- Assist Fire Prevention Officer in public relations and public education programs to promote fire safety in the Village and Town.
- Assist Fire Prevention Officer in developing, implementing, and maintaining an effective public relation and information program on a departmental basis; Develops press releases, columns, and other materials for the media for publication as needed.

Miscellaneous:

- Perform pre-shift equipment inspection to ensure equipment and personal protective equipment is functional and ready for emergency use.
- Performs the routine maintenance of fire apparatus and equipment, inspecting apparatus and equipment to determine need for maintenance and repair work.
- Perform and/or participates in the cleaning and maintenance of quarters, equipment, and apparatus.
- Maintains regular punctual and predictable attendance, works overtime and extra hours as required.
- Performs related work as assigned.

SPECIFIC POSITION RESPONSIBILITIES:

- Knowledge of modern fire suppression and prevention and emergency medical services, principles, procedures, techniques, and equipment.
- Thorough knowledge of emergency medicine techniques and their application as demonstrated through EMT-P Certification.
- Read, interpret, and explain fire codes, ordinances, regulations, plans, blueprints, diagrams, system maps, technical operational manuals.
- Ability to train, supervise and lead subordinate personnel.
- Ability to perform work requiring good physical condition.
- Ability to communicate effectively, both orally and in writing.
- Ability to exercise sound judgment in evaluating situations and in making decisions.
- Ability to effectively give and receive verbal and written instructions.
- Ability to establish and maintain effective working relationships with other employees, supervisors, and the public.
- Knowledge of emergency management and hazard mitigation methods.

Special Requirements:

- Must possess the ability to lead and motivate personnel in a volunteer paid on call environment.
- Work under extremely stressful situations, day and night, which result from a fire and other emergencies, including the responsibility for remaining calm and carrying out all duties with the recognition of the threat to life and property.
- Must attend departmental meetings and training sessions.
- Testify in court.
- Operate photography equipment.
- Safely drive and operate the full range of fire apparatus and equipment used by the Department.
- Must possess, or be able to obtain by time of hire, a valid State of Wisconsin Driver's License without record of suspension or revocation in any state.
- No felony convictions or disqualifying criminal histories that would not allow a license or certification to be held in the State of Wisconsin.
- Ability to read and write the English language, proficiently.
- Operate a personal computer and related software and demonstrate proficiency to prepare inspection reports, documents, databases, e-mail and timesheets.
- Ability to pass a physical examination that meets the medical standards for Fire Fighters, as recommended by the National Fire Protection Association, as listed in the NFPA Standard 1001.

PHYSICAL DEMANDS:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential function.

Position requires the individual to work under various physically demanding conditions and requires the individual to maintain adequate physical conditioning per standards under NFPA 1582-(Comprehensive Occupational Medical Program for Fire Department-2018 edition): It will also follow **5.1 Essential Job Tasks and Descriptions.**

The fire department shall evaluate, on an annual basis, the following 14 essential job tasks against the types and levels of emergency services provided to the local community by the fire department, the types of structures and occupancies in the community, and the configuration of the fire department to determine which tasks apply to their department members and candidates:

- While wearing personal protective ensembles and self-contained breathing apparatus (SCBA), performing fire-fighting tasks (e.g., hose line operations, extensive crawling, lifting, and carrying heavy objects, ventilating roofs or walls using power or hand tools, forcible entry), rescue operations, and other emergency response actions under stressful conditions, including working in extremely hot or cold environments for prolonged time periods
- Wearing an SCBA, which includes a demand valve-type positive-pressure facepiece or HEPA filter mask, which requires the ability to tolerate increased respiratory workloads.
- Exposure to toxic fumes, irritants, particulates, biological (infectious) and nonbiological hazards, and heated gases, despite the use of personal protective ensembles and SCBA
- Depending on the local jurisdiction, climbing six or more flights of stairs while wearing a fire protective ensemble, including SCBA, weighing at least 50 lb. (22.6 kg) or more and carrying equipment/tools weighing an additional 20 to 40 lb. (9 to 18 kg)
- Wearing a fire protective ensemble, including SCBA, that is encapsulating and insulated, which will result in significant fluid loss that frequently progresses to clinical dehydration and can elevate core temperature to levels exceeding 102.2°F (39°C)
- While wearing personal protective ensembles and SCBA, searching, finding, and rescue-dragging or carrying victims ranging from newborns to adults weighing over 200 lb. (90 kg) to safety despite hazardous conditions and low visibility
- While wearing personal protective ensembles and SCBA, advancing water-filled hose lines up to 2 ½ in. (65 mm) in diameter from fire apparatus to occupancy [approximately 150 ft (50 m)], which can involve negotiating multiple flights of stairs, ladders, and other obstacles.
- While wearing personal protective ensembles and SCBA, climbing ladders, operating from heights, walking, or crawling in the dark along narrow and uneven surfaces that might be wet or icy, and operating in proximity to electrical power lines or other hazards.
- Unpredictable emergency requirements for prolonged periods of extreme physical exertion without benefit of warm-up, scheduled rest periods, meals, access to medication(s), or hydration
- Operating fire apparatus or other vehicles in an emergency mode with emergency lights and sirens
- Critical, time-sensitive, complex problem solving during physical exertion in stressful, hazardous environments, including hot, dark, tightly enclosed spaces, that is further aggravated by fatigue, flashing lights, sirens, and other distractions.

- Ability to communicate (give and comprehend verbal orders) while wearing personal protective ensembles and SCBA under conditions of high background noise, poor visibility, and drenching from hose lines and/or fixed protection systems (sprinklers)
- Functioning as an integral component of a team, where sudden incapacitation of a member can result in mission failure or in risk of injury or death to civilians or other team members.
- Working in shifts, including during nighttime, that can extend beyond 12 hours.
- Sitting, standing, crouching, kneeling, or crawling in any of the environmental conditions for any length of time.
- Performing duties from various levels of height including from ladders, buildings, or other structures.
- Performing duties at various levels of grade including below ground or uneven terrain.
- Performing duties in limited to zero visibility under extreme temperature changes.
- Performing duties under severe noise levels from equipment, apparatus, or structural fire conditions.
- Sufficient clarity of speech and hearing and other communication capabilities, with or without reasonable accommodation, which permits the employee to discern verbal instructions and communicate effectively on the telephone, department radio equipment, and in person, including during emergency and non-emergency situations which may involve a high degree of noise.
- Sufficient vision and other powers of observation, with or without reasonable accommodation, which permits the employee to comprehend written work instructions, comprehend, prepare, and evaluate written documents and text material, and effectively operate at a fire or related emergency scene.
- Sufficient manual dexterity with or without reasonable accommodation, which permits the employee to operate equipment used in firefighting and a personal computer.
- Sufficient personal mobility, flexibility, and physical reflexes, with or without reasonable accommodation, which permits the employee to perform all duties involved in protecting life and property.

ENVIRONMENTAL ADAPTABILITY:

- Work is performed in office, vehicles, and outdoor settings in all weather conditions, including prolonged periods in extreme weather during day and night shifts. Work is often performed in emergency and stressful situations. Individual is exposed to hearing alarms and hazards associated with fighting fires and rendering emergency medical assistance, including smoke, noxious odors, fumes, chemicals, liquid chemicals, solvents, and oils.
- The employee occasionally works near moving mechanical parts and in high precarious places, with explosives, and is occasionally exposed to wet or humid conditions, fumes, or airborne particles, toxic or caustic chemicals, risk of electrical shock and vibration.
- The noise level in the work environment is usually quiet in office setting and loud in emergency situations.

SELECTION GUIDELINES:

- Application submitted to the Human Resource Department through NEO GOV, review of education and experience, appropriate testing and interviews, background check, physical ability, drug screening, and final selection and pre-employment medical examination.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

The job description does not constitute an employment agreement between the employer and employee and is subject to change by the employer as the needs of the employer and requirements of the job change.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Battalion Chief
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Assistant Chief
CLASSIFICATION: Paid on Call, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

The position of Battalion Chief within the Jackson Fire Department can be both a Line Officer and Incident Command position which requires personnel to function both individually/independently and or as a team member. The Battalion Chief is responsible for leading and directing the safe execution and completion of assigned tasks associated with the response and control of emergency situations. As directed by the Chain of Command, this position is also responsible for leading and directing non-emergency related assignments and tasks and acts as a critical link in the Chain of Command. This position is also responsible for acting as IC when no higher-ranking officer is present. This position is both physically and mentally demanding because work is often performed under emergency conditions. The position also requires participation in training activities, service on various committees, and Department representation at public relations events.

LICENSE/CERTIFICATION REQUIREMENTS:

- Maintain an EMT Basic certification.
- Firefighter 2.
- Fire Officer 1.

Within one (1) year of appointment will be responsible for acquiring and maintaining the following knowledge, skills, and certifications. (Dependent on course availability)

- Chiefing 101 (Presented by the Wisconsin State Fire Chiefs Association)
- ICS 100, 200, 300, 400 and 700.
- Fire Officer 2

SKILLS, KNOWLEDGE, AND ABILITIES:

- Advanced knowledge of tactics, techniques and equipment commonly used to contain and extinguish fires.
- Advanced knowledge of the implementation of the Incident Command System and the deployment fire department resources to manage and control an emergency scene.
- Advanced knowledge of the behavioral characteristics of fire as it relates to flammable liquids, chemicals, gases, combustible materials, hazardous materials, and electricity.
- Advanced knowledge relating to the operation of fire department apparatus (including but not limited to) engines, ladder trucks, grass trucks, equipment trucks, tenders, and ambulances.
- Advanced knowledge as to how to handle and operate all fire and rescue related equipment that the Jackson Fire Department has available.
- Basic knowledge and understanding of HIPAA Laws and procedures.

SPECIFIC POSITION RESPONSIBILITIES:

The Battalion Chief will be called upon to perform the following required tasks and assignments and must maintain the knowledge and skills needed to ensure they are performed successfully.

- Act as Incident Command for emergency situations ensuring the proper deployment and

availability of resources to manage and control the emergency and ensure the safety of department personnel.

- Fulfill scheduled on call time and respond to fire alarms and other emergency calls. Lead and direct assigned firefighters to safely perform the following firefighting tactical procedures: rescue, ventilation, fire confinement, exposure protection, fire extinguishment, salvage, and overhaul.
- Successfully lead and assign tasks and duties to maintain apparatus, equipment, and the station.
- Lead department training activities and attend conferences, seminars and participate in continuing education and training programs to improve his/her firefighting and leadership skills and techniques.
- Represent the department during public relations events. Maintain a professional physical and behavioral appearance such that the department will maintain a professional public image.
- Lead and perform special duties and assignments and direct and chair various committees as may be assigned by the Chain of Command.
- Oversees one the departments Fire, EMS and Support Divisions as described within the Wisconsin Administrative Code SPS 330 if applicable.
- Work with newly appointed officers with their development.
- Oversees personnel in an assigned Battalion working with them on non-emergent questions or issues the personnel may have about the department. They also oversee the Battalion meetings when they are held.

ENVIRONMENTAL ADAPTABILITY:

The performance of some tasks performed expose an individual to machinery and its moving parts, to toxic gases, chemicals, blood/airborne pathogens and other hazardous materials to smoke and heat. It requires the use of personal protective equipment, facemasks, and breathing apparatus. Work is often performed outdoors in extreme cold, heat or inclement weather and under conditions that may contribute to emotional as well as physical stress. The Battalion Chief is responsible for maintaining their physical and mental condition so as to perform assigned duties and tasks successfully in these working conditions.

EQUIPMENT OR MACHINERY USED IN PERFORMING TASKS:

Successful utilization of specialized firefighting and lifesaving equipment and tools is required as part of the role of Battalion Chief. This equipment includes engines, trucks, tenders, ambulances, generators, smoke ejectors, breathing apparatus, radios both mobile and portable, cellular phones, saws, axes, hoselines, nozzles, extraction equipment, cold water rescue as well as other equipment that the Jackson Fire Department has available. The Battalion Chief is responsible for maintaining a level of knowledge and skill needed to successfully deploy, use, and maintain this equipment.

TRAINING REQUIREMENTS/ATTENDANCE:

Unless a department sponsored class is being held during training nights the following apply:

- All officers are required to attend nine (9) in house training sessions per six-month period (Jan-June) (July-Dec).
- All officers are required to participate in officer meetings.
- Respond to an acceptable number of emergency calls.

JOB SPECIFICATIONS:

Qualified candidates will need to possess the following behavioral and technical skills, abilities, and competencies to be considered for this position.

Behavioral

- Significant working experience that demonstrates an ability to give verbal and written directions and orders and evaluate their execution.
- Experience that demonstrates a willingness to commit to the time, participation, and risk requirements of the position.
- Demonstrated leadership and decision making and problem-solving skills are required.
- Experience working successfully as part of a team.
- Experience working successfully in high stress rapidly changing environments that demonstrates solid tolerance of ambiguity and coping skills.
- High degree of integrity and demonstrated ethical behavior.

Technical and Physical

- Minimum of 10 years' experience in the fire service.
- Hold a current Lieutenant or Captains position.
- Minimum training of State Certified Firefighter II.
- Incident Command System (100,200, and 700)
- Demonstrated strong oral and written communications skills needed to communicate with department personnel and the general public and people of diverse backgrounds.
- Demonstrated strong reading skills needed to correctly interpret and implement written guidelines and procedures.
- Demonstrated strong math skills needed to successfully complete training and certification courses.
- Demonstrated physical ability needed to perform fireground and training tasks and duties.
- Solid driving abilities with a valid driver's license.
- Experience operating power and manual tools.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Captain
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Battalion Chief
CLASSIFICATION: Paid on Call, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

The position of Captain within the Jackson Fire Department is both a Line Officer and Command position which requires personnel to function both individually/independently and or as a team member. Captains are responsible for leading and directing the safe execution and completion of assigned tasks associated with the response and control of emergency situations. As directed by the Chain of Command, this position is also responsible for leading and directing non-emergency related assignments and tasks and acts as a critical link in the Chain of Command. This position is also responsible for acting as IC when no higher-ranking officer is present. This position is both physically and mentally demanding because work is often performed under emergency conditions. The position also requires participation in training activities, service on various committees, and Department representation at public relations events.

LICENSE/CERTIFICATION REQUIREMENTS:

- Maintain a EMT Basic certification.
- Fire Officer 1
- Firefighter 2

Within one (1) year of appointment will be responsible for acquiring and maintaining the following knowledge, skills, and certifications. (Dependent on course availability)

- Fire Officer 2
- Incident Command System

SKILLS, KNOWLEDGE, AND ABILITIES:

- Advanced knowledge of tactics, techniques and equipment commonly used to contain and extinguish fires.
- Basic knowledge of the implementation of the Incident Command System and the deployment fire department resources to manage and control an emergency scene.
- Advanced knowledge of the behavioral characteristics of fire as it relates to flammable liquids, chemicals, gases, combustible materials, hazardous materials, and electricity.
- Advanced knowledge relating to the operation of fire department apparatus (including but not limited to) engines, ladder trucks, grass trucks, equipment trucks, tenders, and ambulances.
- Advanced knowledge as to how to handle and operate all fire and rescue related equipment that the Jackson Fire Department has available.
- Basic knowledge and understanding of HIPAA Laws and procedures.

SPECIFIC POSITION RESPONSIBILITIES:

The captain will be called upon to perform the following required tasks and assignments and must maintain the knowledge and skills needed to ensure they are performed successfully.

- Act as Incident Command for emergency situations ensuring the proper deployment and availability of resources to manage and control the emergency and ensure the safety of department personnel.
- Fulfill scheduled on call time and respond to fire alarms and other emergency calls. Lead and direct assigned firefighters to safely perform the following firefighting tactical procedures: rescue, ventilation, fire confinement, exposure protection, fire extinguishment, salvage, and overhaul.
- Successfully lead and assign tasks and duties to maintain apparatus, equipment, and the station.
- Lead department training activities and attend conferences, seminars and participate in continuing education and training programs to improve his/her firefighting and leadership skills and techniques.
- Manage and direct assigned Platoon and Lieutenant.
- Represent the department during public relations events. Maintain a professional physical and behavioral appearance such that the department will maintain a professional public image.
- Lead and perform special duties and assignments and direct and chair various committees as may be assigned by the Chain of Command.
- When called upon to do so and when having met the required proficiency, act in the position of Motor Pump Operator and successfully assume the responsibility and authority of that position.

ENVIRONMENTAL ADAPTABILITY:

The performance of some tasks performed expose an individual to machinery and its moving parts, to toxic gases, chemicals, blood/airborne pathogens and other hazardous materials to smoke and heat. It requires the use of personal protective equipment, facemasks, and breathing apparatus. Work is often performed outdoors in extreme cold, heat or inclement weather and under conditions that may contribute to emotional as well as physical stress. Captains are responsible for maintaining their physical and mental condition so as to perform assigned duties and tasks successfully in these working conditions.

EQUIPMENT OR MACHINERY USED IN PERFORMING TASKS:

Successful utilization of specialized firefighting and lifesaving equipment and tools is required as part of the role of Captain. This equipment includes engines, trucks, tenders, ambulances, generators, smoke ejectors, breathing apparatus, radios both mobile and portable, cellular phones, saws, axes, hoselines, nozzles, extraction equipment, cold water rescue and as well as other equipment that the Jackson Fire Department has available. Captains are responsible for maintaining a level of knowledge and skill needed to successfully deploy, use, and maintain this equipment.

TRAINING REQUIREMENTS/ATTENDANCE:

Unless a department sponsored class is being held during training nights the following apply:

- All officers are required to attend nine (9) in house training sessions per six-month period (Jan-June) (July-Dec).
- All officers are required to participate in officer meetings.
- Respond to an acceptable number of emergency calls.

JOB SPECIFICATIONS:

Qualified candidates will need to possess the following behavioral and technical skills, abilities, and competencies to be considered for this position.

Behavioral

- Significant working experience that demonstrates an ability to give verbal and written directions and orders and evaluate their execution.
- Experience that demonstrates a willingness to commit to the time, participation, and risk requirements of the position.
- Demonstrated leadership and decision making and problem-solving skills are required.
- Experience working successfully as part of a team.
- Experience working successfully in high stress rapidly changing environments that demonstrates solid tolerance of ambiguity and coping skills.
- High degree of integrity and demonstrated ethical behavior.

Technical and Physical

- Minimum of 7 years' experience in the fire service.
- Current fire officer or acting on the department.
- Minimum training of State Certified Firefighter 2 and Fire officer 1.
- Demonstrated strong oral and written communications skills needed to communicate with department personnel and the general public and people of diverse backgrounds.
- Demonstrated strong reading skills needed to correctly interpret and implement written guidelines and procedures.
- Demonstrated strong math skills needed to successfully complete training and certification courses.
- Demonstrated physical ability needed to perform fireground and training tasks and duties.
- Solid driving abilities with a valid driver's license.
- Experience operating power and manual tools.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: EMT/Advanced EMT
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Lieutenant Paramedic
CLASSIFICATION: Paid on Call, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

The position of Emergency Medical Technician (EMT) and Advanced Emergency Medical Technician (A-EMT) within the Jackson Fire Department is a responsible position which requires personnel to function both independently and as a team member when assigned tasks associated with treating and providing care and transport to sick and injured patients to the level of training in which they have achieved. This position is both physically and mentally demanding because work is often performed under emergency conditions. The position also requires participation in training activities, service on various committees, and department representation at public relations events.

LICENSE/CERTIFICATION REQUIREMENTS:

- Maintain a position on the EMS Schedule
- Within one (1) year of joining the department the EMT or A-EMT will be responsible for acquiring and maintaining the following knowledge, skills, and certifications.*
- State EMT-B License
 - State A-EMT License

SKILLS, KNOWLEDGE, AND ABILITIES:

- Basic knowledge of techniques and equipment commonly used in medical emergencies.
- Basic knowledge to recognize signs and symptoms of ill or injured patients.
- Basic knowledge to provide accurate assessment/description to medical control of patient's condition.
- Basic knowledge of local medical control protocols.
- Basic knowledge to utilize necessary precautions to prevent the spread of blood borne or airborne pathogens.
- Basic skills in the safe operation of the ambulances.
- Basic knowledge and understanding of HIPAA Laws and procedures.
- Basic skills in using mobile or portable radios along with cellular phones.

SPECIFIC POSITION RESPONSIBILITIES:

The EMT's will be called upon to perform the following required tasks and assignments and must maintain the knowledge and skills needed to ensure they are performed successfully.

- Respond to EMS calls, fire alarms and other emergency calls; providing assistance as needed at a level equal to current level of certification and training. Work as a member of a team to complete the assigned tasks.
- Required to fulfill on call time and respond to all fire and other emergency calls while on call.
- Perform assigned tasks and duties to maintain apparatus, equipment, and the station.
- Participate in department training activities and attend conferences, seminars and participate in continuing education and training programs to improve EMS skills and techniques.

- Represent the department during public relations events. Maintain a professional physical and behavioral appearance such that the department will maintain a professional public image.
- Perform special duties and assignments and participate in various committees as may be assigned by MPO's, Lieutenants, Captains, Battalion Chiefs, Assistant Chief and Chief.

ENVIRONMENTAL ADAPTABILITY:

The performance of some tasks performed expose an individual to machinery and its moving parts, to toxic gases, chemicals, blood/airborne pathogens and other hazardous materials to smoke and heat. It may require the use of personal protective equipment, facemasks and breathing apparatus. Work is often performed outdoors in extreme cold, heat or inclement weather and under conditions that may contribute to emotional as well as physical stress. EMT's and A-EMT's are responsible for maintaining their physical and mental condition so as to perform assigned duties and tasks successfully in these working conditions.

EQUIPMENT OR MACHINERY USED IN PERFORMING TASKS:

Successful utilization of specialized EMS and lifesaving equipment and tools is required as part of the role of EMT or A-EMT. This equipment includes ambulances, generators, breathing apparatus, radios both mobile and portable, cellular phones, jaws extraction equipment, cold water rescue, confined space equipment, defibrillators, immobilization devices, and patient transporting equipment as well as other equipment that the Jackson Fire Department has available. EMT's and A-EMT's are responsible for maintaining a level of knowledge and skill needed to successfully deploy, use, and maintain this equipment.

TRAINING REQUIREMENTS/ATTENDANCE:

Unless a department sponsored class is being held during training nights the following apply:

- All EMT's and A-EMT's are required to attend two (2) in house fire training sessions per six-month period (Jan-June)(July-Dec).
- All EMT's and A-EMT's are required to attend four (4) in house EMS training sessions per six-month period (Jan-June)(July-Dec).
- Respond to an acceptable number of emergency calls.

JOB SPECIFICATIONS:

Qualified candidates will need to possess the following behavioral and technical skills, abilities, and competencies to be considered for this position.

Behavioral

- Significant working experience that demonstrates an ability to follow verbal and written directions and orders given by superiors and peers.
- Experience that demonstrates a willingness to commit to the time, participation, and risk requirements of the position.
- Solid leadership and decision making and problem-solving skills are required.
- Experience working successfully as part of a team.
- Experience working successfully in high stress rapidly changing environments that demonstrates solid tolerance of ambiguity and coping skills.
- High degree of integrity and demonstrated ethical behavior.

Technical and Physical

- High school diploma or equivalent.
- Demonstrated basic oral and written communications skills needed to communicate with department personnel and the general public and people of diverse backgrounds.
- Demonstrated basic reading skills needed to correctly interpret written guidelines and procedures.
- Demonstrated basic math skills needed to successfully complete training and certification courses.
- Demonstrated physical ability needed to perform all EMS tasks and duties.
- Solid driving abilities with a valid driver's license.
- Experience operating power and manual tools.
- Knowledge and experience with EMS and EMS equipment is a plus.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Firefighter
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Lieutenant
CLASSIFICATION: Paid on Call, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

The position of firefighter within the Jackson Fire Department is a responsible position which requires personnel to function both individually/independently and or as a team member when assigned tasks associated with fire suppression operations, fire prevention, hazardous environment mitigation, confined space entry, all under adverse conditions. This position is both physically and mentally demanding because work is often performed under emergency conditions. The position also requires participation in training activities, service on various committees, and Department representation at public relations events.

LICENSE/CERTIFICATION REQUIREMENTS:

Within one (1) year of joining the department the firefighter will be responsible for acquiring and maintaining the following knowledge, skills, and certifications.

- State Firefighter 1.

SKILLS, KNOWLEDGE, AND ABILITIES:

- Basic knowledge of tactics, techniques and equipment commonly used to contain and extinguish fires.
- Basic knowledge of the behavioral characteristics of fire as it relates to flammable liquids, chemicals, gases, combustible materials, hazardous materials, and electricity.
- Basic knowledge relating to the operation of fire department apparatus (including but not limited to) engines, ladder trucks, grass trucks, equipment trucks, tenders, and ambulances.
- Basic knowledge as how to handle and operate all fire and rescue related equipment that the Jackson Fire Department has available.
- Basic knowledge and understanding of HIPAA Laws and procedures.
- that the Jackson Fire Department has available.

SPECIFIC POSITION RESPONSIBILITIES:

The firefighter will be called upon to perform the following required tasks and assignments and must maintain the knowledge and skills needed to ensure they are performed successfully.

- Respond to fire alarms and other emergency calls. May be called upon to perform the following firefighting tactical procedures: rescue, ventilation, fire confinement, exposure protection, fire extinguishment, salvage, and overhaul. Work as a member of a team to complete the assigned tasks.
- May be required to fulfill on call time and respond to all fire and other emergency calls while on call.
- Perform assigned tasks and duties to maintain apparatus, equipment, and the station.
- Participate in department training activities and attend conferences, seminars and participate in

- continuing education and training programs to improve his/her firefighting skills and techniques.
- Represent the department during public relations events. Maintain a professional physical and behavioral appearance such that the department will maintain a professional public image.
- Perform special duties and assignments and participate in various committees as may be assigned by MPO's, Lieutenants, Captains, Battalion Chiefs, Assistant Chief and Chief.
- When called upon to do so and when having met the required proficiency, act in the position of Motor Pump Operator and successfully assume the responsibility and authority of that position.

ENVIRONMENTAL ADAPTABILITY:

The performance of some tasks performed expose an individual to machinery and its moving parts, to toxic gases, chemicals, blood/airborne pathogens and other hazardous materials to smoke and heat. It requires the use of personal protective equipment, facemasks, and breathing apparatus. Work is often performed outdoors in extreme cold, heat or inclement weather and under conditions that may contribute to emotional as well as physical stress. MPO's are responsible for maintaining their physical and mental condition so as to perform assigned duties and tasks successfully in these working conditions.

EQUIPMENT OR MACHINERY USED IN PERFORMING TASKS:

Successful utilization of specialized firefighting and lifesaving equipment and tools is required as part of the role of firefighter. This equipment includes engines, trucks, tankers, ambulances, generators, smoke ejectors, breathing apparatus, radios both mobile and portable, cellular phones, saws, axes, hoselines, nozzles, jaws extraction equipment, cold water rescue and confined space equipment as well as other equipment that the Jackson Fire Department has available. Firefighters are responsible for maintaining a level of knowledge and skill needed to successfully deploy, use, and maintain this equipment.

TRAINING REQUIREMENTS/ATTENDANCE:

Unless a department sponsored class is being held during training nights the following apply:

- All firefighters are required to attend six (6) in house training sessions per six-month period (Jan-June)(July-Dec).
- Respond to an acceptable number of emergency calls.

JOB SPECIFICATIONS:

Qualified candidates will need to possess the following behavioral and technical skills, abilities, and competencies to be considered for this position.

Behavioral

- Significant working experience that demonstrates an ability to follow verbal and written directions and orders given by superiors and peers.
- Experience that demonstrates a willingness to commit to the time, participation, and risk requirements of the position.
- Solid leadership and decision making and problem-solving skills are required.
- Experience working successfully as part of a team.
- Experience working successfully in high stress rapidly changing environments that demonstrates solid tolerance of ambiguity and coping skills.
- High degree of integrity and demonstrated ethical behavior.

Technical and Physical

- High school diploma or equivalent.
- Demonstrated basic oral and written communications skills needed to communicate with department personnel and the general public and people of diverse backgrounds.
- Demonstrated basic reading skills needed to correctly interpret written guidelines and procedures.
- Demonstrated basic math skills needed to successfully complete training and certification courses.
- Demonstrated physical ability needed to perform fireground and training tasks and duties.
- Solid driving abilities with a valid driver's license.
- Experience operating power and manual tools.
- Knowledge and experience with firefighting and firefighting equipment is a plus.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Motor Pump Operator
DEPARTMENT: Jackson Fire Department
IMMEDIATE SUPERVISOR: Lieutenant
CLASSIFICATION: Paid on Call, Hourly Non-Exempt, Union: N/A

GENERAL POSITION DESCRIPTION:

The position of MPO within the Jackson Fire Department is a position which requires personnel to function both individually/independently and or as a team member. MPO's are responsible for the safe operation of department apparatus and equipment and directing the safe and successful execution and completion of assigned tasks associated with driving, using, and maintaining department apparatus and equipment. As directed by the Chain of Command, this position is also responsible for leading and directing non-emergency related assignments and tasks. This position is both physically and mentally demanding because work is often performed under emergency conditions. The position also requires participation in training activities, service on various committees, and Department representation at public relations events.

LICENSE/CERTIFICATION REQUIREMENTS:

- Maintain a position of EMT-basic or higher on the EMS Schedule
- State certified Firefighter 1
- Certified Motor Pump Operator

Within one (1) year of appointment will be responsible for acquiring and maintaining the following knowledge, skills, and certifications. (Depending on course availability)

- Advanced Emergency Technician
- Certified D/O Aerial

SKILLS, KNOWLEDGE, AND ABILITIES:

- Basic knowledge of tactics, techniques and equipment commonly used to contain and extinguish fires.
- Basic knowledge of the behavioral characteristics of fire as it relates to flammable liquids, chemicals, gases, combustible materials, hazardous materials, and electricity.
- Advanced knowledge of tactics, techniques and equipment commonly used to operate and maintain fire department apparatus (including but not limited to) engines, ladder trucks, grass trucks, equipment trucks, tenders, and ambulances.
- Advanced knowledge as to how to locate, handle and operate all fire and rescue related equipment that the Jackson Fire Department has available.
- Basic knowledge and understanding of HIPAA Laws and procedures.

SPECIFIC POSITION RESPONSIBILITIES:

The MPO will be called upon to perform the following required tasks and assignments and must maintain the knowledge and skills needed to ensure they are performed successfully.

- Fulfill scheduled on call time and respond to fire alarms and other emergency calls while on call.
- Operate all fire department apparatus and equipment (including but not limited to) drafting, pumping from booster tank, pumping into fire hose, driving and aerial apparatus operation.

- Lead department training activities and attend conferences, seminars and participate in continuing education and training programs to improve his/her MPO related skills and techniques.
- Successfully lead and assign tasks and duties to maintain apparatus, equipment, and station.
- After each use, assign and perform necessary tasks to ensure all apparatus and equipment is made ready for next assignment.
- Represent the department during public relations events. Maintain a professional physical and behavioral appearance such that the department will maintain a professional public image.
- Lead and perform special duties and assignments and direct and chair various committees as may be assigned by the Chain of Command.

ENVIRONMENTAL ADAPTABILITY:

The performance of some tasks performed expose an individual to machinery and its moving parts, to toxic gases, chemicals, blood/airborne pathogens and other hazardous materials to smoke and heat. It requires the use of personal protective equipment, facemasks, and breathing apparatus. Work is often performed outdoors in extreme cold, heat or inclement weather and under conditions that may contribute to emotional as well as physical stress. MPO's are responsible for maintaining their physical and mental condition so as to perform assigned duties and tasks successfully in these working conditions.

EQUIPMENT OR MACHINERY USED IN PERFORMING TASKS:

Successful utilization of specialized firefighting and lifesaving equipment and tools is required as part of the role of MPO. This equipment includes engines, trucks, tenders, ambulances, generators, smoke ejectors, breathing apparatus, radios both mobile and portable, cellular phones, saws, axes, hoselines, nozzles, extraction equipment, cold water rescue as well as other equipment that the Jackson Fire Department has available. MPO's are responsible for maintaining a level of knowledge and skill needed to successfully deploy, use, and maintain this equipment.

TRAINING REQUIREMENTS/ATTENDANCE:

Unless a department sponsored class is being held during training nights the following apply:

- All MPO's are required to attend nine (9) in house training sessions per six-month period (Jan-June) (July-Dec).
- Respond to an acceptable number of emergency calls.

JOB SPECIFICATIONS:

Qualified candidates will need to possess the following behavioral and technical skills, abilities, and competencies.

Behavioral

- Significant working experience that demonstrates an ability to follow verbal and written directions and orders.
- Experience that demonstrates a willingness to commit to the time, participation, and risk requirements of the position.
- Demonstrated leadership and decision making and problem-solving skills are required.
- Experience working successfully as part of a team.
- Experience working successfully in high stress rapidly changing environments that demonstrates solid tolerance of ambiguity and coping skills.
- High degree of integrity and demonstrated ethical behavior.

Technical and Physical

- Minimum of 3 year of experience on the department.
- Minimum training of State Firefighter I, State certified Motor Pump Operator, and EMT Basic.
- Has met all standards as specified in SPS 330 as it pertains to equipment operator.
- High school diploma or equivalent.
- Demonstrated driving ability that includes experience with Class 7 type heavy-duty vehicles.
- Demonstrated basic oral and written communications skills needed to communicate with department personnel and the general public and people of diverse backgrounds.
- Demonstrated basic reading skills needed to correctly interpret written guidelines and procedures.
- Demonstrated basic math skills needed to successfully complete training and certification courses.
- Demonstrated physical ability needed to perform tasks and duties associated with the position.
- Solid driving abilities with a valid driver's license.
- Experience operating power and manual tools.

Job Description Updated on _____

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: 4K Teacher
DEPARTMENT: Jackson Parks & Recreation
IMMEDIATE SUPERVISOR: Jackson Parks & Recreation Director
CLASSIFICATION: Permanent Part – Time (Exempt), approx. 30 hours/week
(Hours are typically late August to early June, Monday-Thursday, 7 hours per day)
EXERCISES DIRECT SUPERVISION: 4K Teacher Aid and classroom volunteers

GENERAL STATEMENT OF DUTIES:

The DPI 4K Teacher provides a safe and nurturing environment for children that encourage their social, emotional, physical and cognitive development. The Teacher plans and implements developmentally appropriate curriculum based on standards set forth by the West Bend School District. They also maintain positive relationships with parents, children, coworkers and community partners as well as provide supervision and performance feedback for reporting staff.

SKILLS, KNOWLEDGE, AND ABILITIES:

Provides guidance and direction to staff and volunteers. Develops, communicates, and executes work expectations while using the expertise of team members effectively. Demonstrate effective listening, oral and written communication skills. Addresses conflict or differences of opinion in a positive and respectful manner. Encourages creativity and innovation in the workplace. Delegates tasks to staff in a respectful manner. Communicates through appropriate verbal and nonverbal language in a manner that promotes professional growth. Shares appropriate information with team members and administration. Listens reflectively and accepts suggestions willingly. Shows joint responsibility at the Jackson Community Center and jumps in and helps when needed. Supports and encourages the efforts and achievement of others. Exhibits the ability to adapt to change.

EDUCATION AND PRIOR TRAINING:

Must hold a valid Department of Public Instruction (DPI) teaching license (EC-MC). Responsible for maintaining proper certification. Preferred experience is running a 4K classroom.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Ensures a safe and supervised classroom.
- Ensure the daily care of every child by following all licensing guidelines and implementing all WBSD standards.
- Follows attendance/tracking procedures. Maintains accurate attendance/tracking records at all times.
- Ensures that the Early Childhood Areas of the building, playground and classroom are maintained in a safe, clean, and orderly condition that is in good repair.
- Follows child abuse and neglect policies and procedures; ensures classroom staff knows procedures.
- Sanitary conditions are always maintained; site cleaning & sanitizing responsibilities are required as applicable.
- Implements WBSD approved curriculum.
- Participates in the Individual Education Plan (IEP) process for referred children.
- Completes weekly lesson plans, posts on parent information board.

- Demonstrates respect for diversity by providing anti-bias, non-sexist language, images, materials, equipment, and experiences that reflect both center and global communities.
- Plans a daily schedule that provides a balance of activities: quiet/active, indoor/outdoor, fine/gross motor etc.
- Cultivates a sense of community in classroom by taking a leadership role; communicates respect, share knowledge of curriculum and practice and child development and learning.
- Communicates directly with each child at the child's level.
- Speaks with children in a friendly, positive, and courteous manner.
- Encourages and models social behavior and expectations that are developmentally appropriate.
- Follows procedure for behavioral planning as outlined in the policies as set forth by the WBSD.
- Respects parents as child's primary teacher; responds to parent situations, comments and concerns with sensitivity, interest, and respect.
- Shares resources with parents through discussions, articles, parent boards, newsletters, and community contacts.
- Plans and engages in parent involvement opportunities.
- Responds to parent situations, comments and concerns with sensitivity, interest, and respect.
- Maintains confidentiality.
- Cooperates in completing and implementing the ongoing action plan to meet the classroom framework, startup checklist, job description, performance appraisals or other reviews.
- Obtains required continuing education hours and maintains necessary documentation and certifications.
- Supports agency mission, philosophies, values, goals, and policies when working with parents, coworkers, and community.
- Attends staff meetings, required trainings, and other agency events.
- Attends all contracting school district trainings and meetings to maintain certification.
- Communicates directly, works to resolve conflicts quickly, and avoids gossip.
- Collaborates and works cooperatively with the WBSD special education providers.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer. The noise level in the work environment changes due to the programs and activities scheduled, it can be very loud and chaotic at times and at other times very quiet.

Job Description Updated on: 4/22/2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: 4K Teacher Aid
DEPARTMENT: Jackson Parks & Recreation
IMMEDIATE SUPERVISOR: 4K Teacher and Jackson Parks & Recreation Director
CLASSIFICATION: Part – Time (Non-Exempt), approx. 30 hours/week
(Hours are typically late August to early June, Monday-Thursday,
7 hours per day)

GENERAL STATEMENT OF DUTIES:

The 4K Teacher Aid assists in providing a safe and nurturing environment for children that encourage their social, emotional, physical, and cognitive development. The Aid works with the Teacher to plan and implement developmentally appropriate curriculum based on standards set forth by the West Bend School District. They also maintain positive relationships with parents, children, coworkers, and community partners. Assists with executing the prepared lesson plans, sets up activities and stations, cleans up after activities and ensures the classroom is in order and ready for the next day.

SKILLS, KNOWLEDGE, AND ABILITIES:

Communicates through appropriate verbal and nonverbal language in a manner that promotes professional growth. Shares appropriate information with team members and administration. Listens reflectively and accepts suggestions willingly. Shows joint responsibility at the Jackson Community Center and jumps in and helps when needed. Supports and encourages the efforts and achievement of others. Exhibits the ability to adapt to change. Assists in cleaning the 4K space as needed. The ability to work closely with the 4K Teacher and assist/lead the class when required.

EDUCATION AND PRIOR TRAINING:

Must have a high school diploma. Preferred to have an Associate Degree in Early Childhood Education or course work in early childhood education.

SPECIFIC POSITION RESPONSIBILITIES:

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Assists the 4K Teacher in maintaining a safe and supervised classroom.
- Reports any disrepair or facility issues to the 4K Teacher.
- Follows child abuse and neglect policies and procedures.
- Ensures sanitary conditions when cleaning and sanitizing as applicable.
- Follows the Implemented WBSD approved curriculum that the 4K Teacher prepares.
- Participates in the Individual Education Plan (IEP) process for referred children if applicable.
- Demonstrates respect for diversity by providing anti-bias, non-sexist language, images, materials, equipment, and experiences that reflect both center and global communities.
- Communicates directly with each child at the child's level.
- Speaks with children in a friendly, positive, and courteous manner.
- Encourages and models social behavior and expectations that are developmentally appropriate.
- Follows procedure for behavioral planning as outlined in the policies as set forth by the WBSD and the 4k Teacher.
- Respects parents as child's primary teacher; responds to parent situations, comments and concerns with sensitivity, interest, and respect.

- Brings parent situations, comments, and concerns to the 4K Teacher to address.
- Maintains confidentiality.
- Supports agency mission, philosophies, values, goals, and policies when working with parents, coworkers, and community.
- Attends staff meetings, required trainings, and other agency events.
- Attends trainings and meetings as requested.
- Communicates directly, works to resolve conflicts quickly, and avoids gossip.
- Collaborates and works cooperatively with the WBSD special education providers.
- Demonstrate effective listening, oral and written communication skills.
- Addresses conflict or differences of opinion in a positive and respectful manner.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer. The noise level in the work environment changes due to the programs and activities scheduled, it can be very loud and chaotic at times and at other times very quiet.

Job Description Updated on: 4/22/2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Director of Public Works
DEPARTMENT: Jackson Sewer & Water Utilities
IMMEDIATE SUPERVISOR: Village Administrator
CLASSIFICATION: Full-Time, Salary Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

Per Village Code Section 2-82 the Director of Public Works position is an appointment by the Village Board for an indefinite term. The position is under the direction of the Village Administrator. The Director of Public Works is responsible for directing, coordinating, and expediting the activities of Public Works Department, the Jackson Sewer Utility, and the Jackson Water Utility. The Director shall make or direct staff as necessary to determine the most economical and efficient operation of such departments, sources and programs from the various departments when deemed necessary.

LICENSE/CERTIFICATION REQUIREMENTS:

There is no requirement for any licenses to be held by this position if Staff holds the required licenses or certificates by the issuing agency to operate the Department. A Professional Engineer license is recommended but not required for the position.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal wastewater treatment plant, collection system, municipal water system, distribution system, construction and maintenance; ability to develop working plans and coordinate Village construction and maintenance; ability to direct the work of subordinate personnel; ability to keep accurate records; ability to get along with the public and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with preferred but not required Associates degree in Water / Wastewater; two years' experience supervising and the lead operator of a municipal water system; two years' experience supervising and the lead operator of a municipal waste water treatment plant; experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a waste water treatment plant, lift stations, and collection system; experience in the maintenance of a water system, municipal wells, and water towers.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Trains, supervise, and works with subordinate employees, conducts interviews and hires candidates to fill departmental vacancies.
- Directs Staff on work progress to assure conformance with instructions with Village and Utility standards.
- Manages the Supervisory of the operation of the municipal garage with the repair and maintenance of Village owned vehicles and equipment.

- Oversees the supervisory of all phases of snow and ice control and snowing plowing operation of all streets and public property.
- Manages the supervisory of park maintenance, yard waste operation, trash and recycling program, and building maintenance.
- Creates departmental budgets according to projected manpower, material and equipment needs.
- Holds weekly staff meeting with Supervisors and directs to repair and maintenance of equipment, sewer collection system, water distribution system, and building and grounds.
- Responsible for the enforcement of work rules, executing progressive discipline as appropriate on subordinates, and hire needed staff to fulfill the operation of the Departments.
- Responsible to enforce work rules, work rule changes, the utilization of personnel, and evaluating such personnel, as appropriate and in conformance with Village policies to date or as amended.
- Investigates complaints and consults with Staff for resolution.
- Maintains records and prepares reports as required by the Department of Natural Resources, Public Service Commission (PSC), Environmental Protection Agency (EPA), and Emergency Management Reports.
- Recommends equipment replacements and purchases to the Village Administrator.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Approves vacation time for Water Utility and Sewer Utility Supervisors
- Construction Inspection management along with plan review for new and reconstruction projects.
- Oversees the management and maintenance of the Village owned Streetlighting System and Storm Sewer System.
- Reviews and develops reports for Plan Commission submittals.
- Attends the necessary Village monthly meetings as directed by the Village Administrator.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Wastewater & Water Utility Superintendent
DEPARTMENT: Jackson Water Utility
IMMEDIATE SUPERVISOR: Director of Public Works
CLASSIFICATION: Full-Time, Salary Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

The Wastewater & Water Utility Superintendent is a supervisory position requiring the ability to set the work schedule and make mature judgments. The Superintendent works under the direction of the Director of Public Works and the work is reviewed for adherence to departmental policies. The Superintendent will supervise the Water Utility and Sewer Utility Supervisors to engage in maintenance of equipment, buildings and grounds, collection system, distribution system; discusses job requirements with and receives detailed instructions from the Director of Public Works.

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). A valid Wisconsin Commercial Driver's License is optional.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal wastewater treatment plant, collection system, municipal water system, distribution system, construction and maintenance; ability to develop working plans and coordinate Village construction and maintenance; ability to direct the work of subordinate personnel; ability to keep accurate records; ability to get along with the public and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with preferred but not required Associates degree in Water / Wastewater; two years' experience supervising and the lead operator of a municipal water system; two years' experience supervising and the lead operator of a municipal waste water treatment plant; experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a waste water treatment plant, lift stations, and collection system; experience in the maintenance of a water system, municipal wells, and water towers. All licenses or certificates required by the State of Wisconsin Department of Natural Resources for both water and wastewater.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Trains, supervise, and works with subordinate employees, assists in interviews and hiring candidates to fill departmental vacancies.
- Inspects work progress to assure conformance with instructions and Utility standards.
- Assists in departmental budget according to projected manpower, material and equipment needs.

- Supervises and directs the Water Utility and Sewer Utility Supervisors to repair and maintenance of equipment, collection system, water distribution system, and building and grounds.
- Responsible for the enforcement of work rules, executing progressive discipline as appropriate on subordinates, and making hiring recommendations of subordinates.
- Responsible to make recommendations to the Director of Public Works on suggested work rules, work rule changes, the utilization of personnel, and evaluating such personnel, as appropriate and in conformance with Village policies to date or as amended.
- Investigates complaints and consults with Director of Public Works for resolution.
- Maintains records and prepares reports as required by the Department of Natural Resources, Public Service Commission (PSC), Environmental Protection Agency (EPA), and Emergency Management Reports.
- Recommends equipment replacements and purchases to the Director of Public Works.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Approves vacation time for Water Utility and Sewer Utility Supervisors
- Construction Inspection management along with plan review for new and reconstruction projects.
- Help in management with the Public Works Supervisor for the maintenance of the Village owned Streetlighting System and Storm Sewer System.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

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Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Public Works Supervisor
DEPARTMENT: Public Works
IMMEDIATE SUPERVISOR: Director of Public Works
CLASSIFICATION: Full-Time, Salary Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

The Public Works Supervisor is a supervisory working foreman position requiring the ability to set the work schedule and make mature adjustments. The Public Works Supervisor works under the direction of the Director of Public Works and the work is reviewed for adherence to departmental policies. The Supervisor shall supervise work crews or individuals engaged in maintenance of streets, trees, equipment, buildings, parks and grounds, storm water associated with streets & parks, trash and recycling program, Village owned Streetlighting System, Splash Pad Operation, and snow and ice removal. Discusses job requirements with and receives detailed instructions from the Director of Public Works.

LICENSE/CERTIFICATION REQUIREMENTS:

Must possess a valid Wisconsin Commercial Driver's License. The person shall have the ability to drive construction equipment and trucks that require a CDL.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal streets, parks, equipment, equipment maintenance, building maintenance; ability to develop working plans and coordinate Village construction and maintenance; ability to direct the work of subordinate personnel; ability to keep accurate records; ability to get along with the general public, and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with experience in street, public works construction, maintenance of equipment, and general maintenance of buildings and grounds; experience in maintaining landscapes (trees, shrubs, lawns); or any equivalent combination of experience and training which provide the required knowledge, skills, and abilities.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Trains, supervises, and works with subordinate employees, assists in interviews, hiring candidates to fill departmental vacancies, and responsible for time sheets of those employees.
- Inspects work progress to assure conformance with instructions.
- Supervises the operation of the municipal garage and the repair and maintenance of Village owned vehicles and equipment.
- Supervises all phases of snow and ice control, plows snow, and shovel walkways.
- Supervises the maintenance of parks including grass cutting, yard waste pickup, wood chipping, trash and recycling program, snow removal, building maintenance, manage

yard waste site, orders road salt, and orders/manages janitorial supplies for all Village owned buildings except for the Sewer Utility.

- Assists in departmental budget according to projected manpower, material, and equipment needs.
- Prepare work schedules.
- Supervises and directs the repair and maintenance of equipment, streets, storm sewers, curb and gutter, and building and grounds.
- Investigates complaints and consults with Director of Public Works for resolution.
- Maintains records and prepares reports.
- Recommends equipment replacements and purchases to the Director of Public Works.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Maintains timecards, worksheets, and related resources.
- Responsible for annual budget recommendations.
- Manages along with the Utility Superintendent the Village owned Streetlighting System.
- Manages Village radio system for Public Works and Utilities.
- Safety Coordinator for Public Works and Jackson Utilities to schedule monthly safety meetings.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

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Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION:	Water Utility Supervisor
DEPARTMENT:	Jackson Water Utility
IMMEDIATE SUPERVISOR:	Utility Superintendent
CLASSIFICATION:	Full-Time, Salary Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

The Water Utility Supervisor is a supervisory position requiring the ability to set the work schedule and make mature judgments. The Supervisor works under the direction of the Utility Superintendent and the work is reviewed for adherence to departmental policies. The Supervisor will supervise work crews or individuals to set the work schedule for engaging in maintenance of equipment, buildings and grounds, water distribution; discusses job requirements with and receives detailed instructions from the Utility Superintendent.

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). Must possess a valid Wisconsin Commercial Driver's License.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal water system construction and maintenance; ability to develop working plans and coordinate Village construction and maintenance; ability to direct the work of subordinate personnel; ability to keep accurate records; ability to get along with the public, and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a water systems, municipal wells, and water towers.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Trains, supervises, and works with subordinate employees, assists in interviews, hiring candidates to fill departmental vacancies, and responsible for time sheets of those employees.
- Inspects work progress to assure conformance with instructions.
- Supervises the maintenance of buildings, including grass cutting, snow removal and building maintenance for the Jackson Water Utility System.
- Prepare work schedules.
- Supervises and directs the repair and maintenance of equipment, water mains, and building and grounds for the Jackson Water Utility System.
- Investigates complaints and consults with Utility Superintendent for resolution.
- Maintains records and prepares reports as required by the Department of Natural Resources, Public Service Commission (PSC), and Environmental Protection Agency (EPA).

- Recommends equipment replacements and purchases to the Utility Superintendent.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Responsible for annual budget recommendations.
- Approves time of leave for Water Utility Employees.
- Works with Utility Clerk on daily operation of billing and Water Utility issues.
- Works with Utility Superintendent on construction inspection for new development and reconstruction projects.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Sewer Utility WWTP Supervisor
DEPARTMENT: Jackson Sewer Utility
IMMEDIATE SUPERVISOR: Utility Superintendent
CLASSIFICATION: Full-Time, Salary Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

The Sewer Utility & WWTP Supervisor is a supervisory position requiring the ability to set the work schedule and make mature judgments. The Supervisor works under the direction of the Utility Superintendent and the work is reviewed for adherence to departmental policies. The Supervisor will supervise work crews or individuals to set the work schedule for engaging in maintenance of equipment, buildings, and grounds, for the technical, and day to day operation of the Wastewater Treatment Plant (WWTP), and the sewer collection system. Discusses job requirements with and receives detailed instructions from the Utility Superintendent.

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). Must possess a valid Wisconsin Commercial Driver's License.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal wastewater treatment plant and collection system, construction, and maintenance of equipment; ability to read working plans and coordinate Village construction projects; ability to direct the work of subordinate personnel; ability to keep accurate records; ability to get along with the public. The person is required to stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with an associate degree in Wastewater; experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a wastewater treatment plant, lift stations, and collection system. or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Under the direction of the Utility Superintendent, the Sewer Utility Supervisor has the primary responsibility for the direction of the efficient operation of the WWTP within the discharge permit parameters.
- Prepares and signs all necessary documents required by the Wisconsin Department of Natural Resources (DNR), Environmental Protection Agency (EPA), and Wisconsin Department of Agriculture, Trade and Consumer Protection (DATCP).
- Responsible for the enforcement of work rules, time sheets, executing progressive discipline as appropriate on subordinates, and making hiring recommendations of subordinates.

- Responsible to make recommendations to the Utility Superintendent on suggested work rules, work rule changes, the utilization of personnel, and evaluating such personnel, as appropriate and in conformance with Village policies to date or as amended.
- Schedules and directs work crews for maintenance and technical tasks.
- Oversees and performs laboratory and physical plant testing.
- Trains employees.
- Performs inspections and evaluates operations.
- Promotes the WWTP and environmental consciousness with residents, students, and visitors to the facility.
- Supervises and directs the repair and maintenance of equipment, collection system, and building and grounds.
- The willingness and ability to work scheduled weekends and overtime as necessary.
- Responsible for annual budget, equipment replacements and purchases recommendations to the Utility Superintendent.
- Investigates complaints and consults with Utility Superintendent for resolution.
- Attend approved special courses and workshops.
- Approves time of leave for Jackson Sewer Utility Employees.
- Works with Utility Superintendent on construction inspection for new development and reconstruction projects.
- Works with Utility Superintendent on maintaining Village Storm Sewer System.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

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Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

DRAFT

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION:	Assistant Village Engineer
DEPARTMENT:	Department of Public Works
IMMEDIATE SUPERVISOR:	Director of Public Works/Village Engineer
CLASSIFICATION:	Full-Time, Salary Exempt, Department Assistant

GENERAL POSITION DESCRIPTION:

The Assistant Village Engineer performs professional engineering work involving design, investigation, development, maintenance, and construction of public works projects within the Village of Jackson; performs related duties as required by the Director of Public Works/Village Engineer.

LICENSE/CERTIFICATION REQUIREMENTS:

General knowledge of Civil Engineering as it relates to the municipal field and graduation from a college or university of recognized standing with major work in civil engineering; registration as a professional engineer in the state of Wisconsin desirable; or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SKILLS, KNOWLEDGE, AND ABILITIES:

Considerable knowledge of the principles and practices of civil engineering as related to the preparation of plans and specifications for public works projects; considerable knowledge of construction materials and approved standards of safety; ability to adapt approved engineering methods and standards in the design and construction of public utility projects; ability to establish and maintain and make an effective working relationship with Village officials, various boards and the general public; ability to prepare a variety of technical reports, specifications and contracts in connection with public improvement projects; mental alertness; good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED. General knowledge of Civil Engineering as it relates to the municipal field and graduation from a college or university of recognized standing with major work in civil engineering; registration as a professional engineer in the state of Wisconsin desirable; or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Confers with Developers to discuss proposed expansion of existing road and utility systems.
- Receives complaints and problems from the public and ascertains that they are resolved.
- Passes on the work of engineering consultants for compliance with contracts.
- Assists in scheduling the construction of Village projects.
- Assists in special assessment reports.
- Attends meetings and makes reports when necessary.
- Performs technical research and develops solutions to engineering problems.
- Reviews surveys, and plans for compliance with specifications.

Confers with property owners, utility companies and others.
Attends training programs and seminars as directed by the Director of Public Works.
Writes proposed contracts and related documents.
Supervises technicians and aides on projects as coordinated with the Village Engineer.
Writes descriptions of easements and rights-of-ways.
Coordinates projects with the State regulatory agencies.
Performs related duties as required.
Conducts surveys on properties to determine boundaries and/or establish easements.
Supervise projects and inspections Village projects from start through restoration.
Coordinates mapping and GIS base systems.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee may be required to climb ladders, climb stairs, walk through mud and on irregular surfaces, climb over construction debris, and have a good sense of balance. Good vision both near and far is required. The ability to communicate via a portable radio is required. Work is performed under all weather conditions.

The employee must occasionally lift and/or move up to 50 pounds. Bending and twisting is also frequently required. Sitting for long periods during plan reviews and meetings is also required. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Sewer Utility WWTP Maintenance Technician
DEPARTMENT: Jackson Sewer Utility
IMMEDIATE SUPERVISOR: Jackson Sewer Utility & WWTP Supervisor
CLASSIFICATION: Full-Time, Hourly Non-Exempt, Department Employee

GENERAL POSITION DESCRIPTION:

The Wastewater Treatment Plant Maintenance Technician position takes direction from the Jackson Sewer Utility Supervisor for the technical, and day to day operation of the Wastewater Treatment Plant (WWTP). The daily duties will include, but not limited to maintenance and upkeep of equipment, buildings and grounds, and sanitary collection system.

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). Must possess a valid Wisconsin Commercial Driver's License.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal wastewater treatment plant and collection system, construction, and maintenance; ability to take direction from Supervisor; ability to keep accurate records; ability to get along with co-workers and the public; and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with an associate degree in Wastewater; experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a wastewater treatment plant, lift stations, and collection system. or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Perform daily plant inspection by recording equipment readings and discuss findings at daily staff meeting.
- Maintenance of periodic greasing and oil changes of equipment.
- Maintenance of buildings, including grass cutting, and snow removal.
- Receive from Supervisor work orders for repair and maintenance of equipment, collection system, buildings, and grounds.
- Investigate and diagnose failed equipment and repair equipment.
- Recommends equipment replacements and purchases to the WWTP Supervisor.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Ability to solve problems without being told for a solution by a supervisor.

- When conducting WWTP Lab duty, the technician shall observe the daily operation of the plant through watching the SCADA System and make the necessary adjustments through correspondence with the WWTP Supervisor.
- Required to plow snow for Street Department when necessary.
- Work with Supervisor for inspection of new and reconstruction projects.
- Hydro-excavating, jetting of sewer, and televising sewer mainline.
- Televising sanitary sewer laterals during meter changeout process by the Jackson Water Utility.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

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Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION:	Water Utility Operator
DEPARTMENT:	Jackson Water Utility
IMMEDIATE SUPERVISOR:	Water Utility Supervisor
CLASSIFICATION:	Full-Time, Hourly Non-Exempt, Department Employee

GENERAL POSITION DESCRIPTION:

The Water Utility Operator is an entry level position in the Jackson Water Utility. The position requires good knowledge of a municipal water system including but not limited to pumps, distribution system, water wells, and building maintenance. The daily work schedule is directed by the Water Utility Supervisor.

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). A valid Wisconsin Commercial Driver's License is optional.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal water system construction and maintenance; ability to work with others on tasks as directed from the Water Supervisor; ability to take direction from the Water Supervisor and finish the tasks as required; ability to keep accurate records; ability to get along with the general public and keep in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a water systems, municipal wells, and water towers or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Meter maintenance along with installation and reading.
- Inspects well sites and equipment with conformance of instructions from Supervisor.
- Maintenance of buildings, including grass cutting, and snow removal.
- Repair and maintenance of equipment, water mains, and building and grounds.
- Hydrant maintenance, bi-annual flushing of water system, valve maintenance, and valve exercising.
- Locate utilities per the Digger's Hotline tickets.
- Climbing a water tower for inspection.
- Required to plow snow for Street Department when necessary.
- Attend approved special courses and workshops.
- Required to work weekends for the Jackson Sewer Utility.
- Work with Supervisor for inspection of new and reconstruction projects.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Sewer & Water Utility Operator Employee
DEPARTMENT: Jackson Sewer & Water Utility
IMMEDIATE SUPERVISOR: Jackson Sewer & Water Utilities Supervisors
CLASSIFICATION: Full-Time, Hourly Non-Exempt, Department Employee

GENERAL POSITION DESCRIPTION:

The Sewer & Water Utility Operator Employee position will be part of both the Sewer and Water Utility staff. The Operator Employee will float between Utilities, and work for the Utility that needs help to achieve completion of a project. When working in the Sewer Utility, the employee takes direction from the Jackson Sewer Utility for the technical, and day to day operation of the Wastewater Treatment Plant (WWTP). The daily duties will include, but not limited to maintenance and upkeep of equipment, buildings and grounds, and sanitary collection system. When the working for the Water Utility the Operator Employee

LICENSE/CERTIFICATION REQUIREMENTS:

All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR). Must possess a valid Wisconsin Commercial Driver's License.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal wastewater treatment plant and collection system, construction, and maintenance; ability to take direction from Supervisors; ability to keep accurate records; ability to get along with co-workers and the public; and stay in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with an associate degree in Wastewater; experience in street and public works construction and maintenance and general maintenance of buildings and grounds; experience in the maintenance of a wastewater treatment plant, lift stations, collection system, a water systems, municipal wells, and water towers or any equivalent combination of experience and training which provides the required knowledge, skill, and ability.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Perform daily plant inspection by recording equipment readings and discuss findings at daily staff meeting.
- Maintenance of periodic greasing and oil changes of equipment.
- Maintenance of buildings, including grass cutting, and snow removal.
- Receive from Supervisor work orders for repair and maintenance of equipment, collection system, buildings, and grounds.
- Investigate and diagnose failed equipment and repair equipment.
- Recommends equipment replacements and purchases to the WWTP Supervisor.
- Requisitions necessary and approved equipment and material.
- Attend approved special courses and workshops.
- Ability to solve problems without being told for a solution by a supervisor.

- When conducting WWTP Lab duty, the technician shall observe the daily operation of the plant through watching the SCADA System and make the necessary adjustments through correspondence with the WWTP Supervisor.
- Required to plow snow for Street Department when necessary.
- Work with Supervisor for inspection of new and reconstruction projects.
- Hydro-excavating, jetting of sewer, and televising sewer mainline.
- Televising sanitary sewer laterals during meter changeout process by the Jackson Water Utility.
- Hydrant maintenance, bi-annual flushing of water system, valve maintenance, and valve exercising.
- Locate utilities per the Digger's Hotline tickets.
- Climbing a water tower for inspection.
- Work with Supervisors for inspection of new and reconstruction projects.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Streets & Parks Maintenance Employee
DEPARTMENT: Public Works
IMMEDIATE SUPERVISOR: Public Works Supervisor
CLASSIFICATION: Full-Time, Hourly Non-Exempt, Department Employee

GENERAL POSITION DESCRIPTION:

The Street & Parks Maintenance is part of a crew engaged in maintenance and upkeep of streets, equipment, buildings, trees, parks and grounds, storm water associated with streets & parks, trash and recycling program, Village owned Streetlighting System, Splash Pad Operation, and snow plowing within the Village of Jackson; perform related duties as required. Discusses job requirements with and receives detailed instructions from the Public Works Supervisor.

LICENSE/CERTIFICATION REQUIREMENTS:

Certified Pool Operation (CPO) license for operation of the splash pad. All licenses or certificates required by the State of Wisconsin Department of Natural Resources (DNR) for spraying herbicides and pesticides. Must possess a valid Wisconsin Commercial Driver's License.

SKILLS, KNOWLEDGE, AND ABILITIES:

General knowledge of the methods, materials and techniques used in municipal streets, parks, equipment, equipment maintenance, building maintenance; ability to work with others on tasks as directed from the Public Works Supervisor; ability to take direction from the Public Works Supervisor and finish the tasks as required; ability to keep accurate records; ability to get along with the general public; and keep in good physical condition.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with experience in street, public works construction, maintenance of equipment, and general maintenance of buildings and grounds; experience in maintaining landscapes (trees, shrubs, lawns); or any equivalent combination of experience and training which provide the required knowledge, skills, and abilities.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Inspects work progress to assure conformance with instructions.
- Clean and maintain the municipal garage and the repair and maintenance of Village owned vehicles and equipment.
- Performs all phases of snow and ice control, plows snow, and shovel walkways.
- Performs the maintenance of parks including grass cutting, yard waste pickup, wood chipping, trash and recycling program, snow removal, and building maintenance.
- Perform daily repair and maintenance of equipment, streets, storm sewers, curb and gutter, and building and grounds.
- Investigates complaints and consults with Public Works Supervisor for resolution.
- Maintains records of vehicles maintenance.
- Recommends equipment replacements and purchases to the Public Works Supervisor.

- Attend approved special courses and workshops.
- Required to work weekends in the summer for park maintenance.
- Splash Pad Operation with a Certified Pool Operation (CPO) license.
- Maintain Yard Waste Site.
- Maintain Village owned streetlighting systems.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. While performing the duties of this job, the employee is occasionally required to work abnormal hours. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

While performing the duties of this job, the employee is frequently required to work outside in both hot/humid and cold weather; the ability to climb stairs; sit and talk or hear, use hands to finger, handle, feel or operate objects, tools, or controls; and reach with hands and arms. The employee is occasionally required to walk.

The employee must have the physical ability, strength, and mobility necessary to complete the duties independently and in concert with others; ability to repetitively lift and move objects weighing up to 90 pounds without assistance, approximately four times per day, and to lift and move objects weighing up to 200 pounds in concert with others as necessary. Physical and psychological exams may be necessary.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Utility Clerk
DEPARTMENT: Department of Public Works & Utilities
IMMEDIATE SUPERVISOR: Director of Public Works
CLASSIFICATION: Full-Time, Hourly Non-Exempt, Department Supervisor

GENERAL POSITION DESCRIPTION:

The Utility Clerk is part of a staff to ensure that the general public is provided with prompt and accurate information pertaining to the services provided by the Jackson Sewer and Water Utilities and the Village of Jackson Public Works Department by furnishing facts and directing the inquires to the assigned supervisor for additional information and services. The position requires good knowledge of a municipal water and sewer system billing operation, the daily operation of streets and parks, trash/recycling collection, yard waste site, and street lighting system. The daily work schedule is a self-motivated position with supervision by the Director of Public Works.

LICENSE/CERTIFICATION REQUIREMENTS:

An experienced Utility Clerk designation is desired; however, if not experienced the ability to obtain experiences will be supported by the Village along with further continuing education and training.

SKILLS, KNOWLEDGE, AND ABILITIES:

Knowledge of modern office and computer equipment, practices, and procedures. Knowledge of Microsoft Office, Workhorse, and other software programs. Ability to carry out assigned projects without detailed instructions and with a minimum of supervision. Ability to assemble and organize data and multi-task. Knowledge of the Village Code. Ability to collect and account for money accurately. Skill in dealing with the public diplomatically. Willingness to take the initiative in problem solving. Cash handling, check processing, and credit card payment skills.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with several years of responsible clerical experience, preferably involving money collection and records management. Any equivalent combination of experience and training which provides the required knowledge skill and ability. Preference given to someone with prior municipal government experience.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Answers and directs incoming calls and inquires.
- Enters accounts receivables into Workhorse program. This includes utility payments and building permit payments.
- Answers Utility Billing questions daily.
- Maintains Utility & Public Works forms and applications.
- Receives and processes Title Assessment Letters. Returns the letters to the Title Companies in

- a timely manner.
- Responsible for managing and ordering office supplies as needed and directed.
 - Assists with written/typed communications as required from multiple departments.
 - Attend approved special courses and workshops.
 - Reviews Village Calendars for publication.
 - Frequent inside and outside contacts with co-workers, immediate supervisor(s), Utility Customers, and General Public. Contacts involve corrections or adjustments where some tact is essential to resolve minor problems.
 - Issue Yard Waste Site cards.
 - Setup ACH & email for Utility account payments.
 - Maintain Utilities & Public Works portion of the Village website.
 - Works with Water Utility Supervisor on daily operation of billing and Water Utility issues.
 - Other duties as directed and assigned.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee must occasionally lift and/or move up to 30 pounds. Bending and twisting is also frequently required. The employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time.

The Village of Jackson is an equal opportunity employer. In compliance with the Americans with Disabilities Act, the Village will provide reasonable accommodations to qualified individuals with disabilities and encourages both prospective and current employees to discuss potential accommodations with employer.

Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date

VILLAGE OF JACKSON JOB DESCRIPTION

POSITION: Assistant Utility Clerk
DEPARTMENT: Department of Public Works & Utilities
IMMEDIATE SUPERVISOR: Utility Clerk
CLASSIFICATION: Part-Time, Hourly Non-Exempt, Department Assistant

GENERAL POSITION DESCRIPTION:

The Assistant Utility Clerk is an assistant to the Utility Clerk Position. The position requires good knowledge of a municipal water and sewer system billing operation, the daily operation of streets and parks, trash collection, and building inspection permitting. The daily work schedule is a self-motivated position with supervision by the Utility Clerk.

LICENSE/CERTIFICATION REQUIREMENTS:

An experienced Assistant Utility Clerk designation is desired; however, if not experienced the ability to obtain experiences will be supported by the Village along with further continuing education and training.

SKILLS, KNOWLEDGE, AND ABILITIES:

Knowledge of modern office and computer equipment, practices, and procedures. Knowledge of Microsoft Office, Workhorse, and other software programs. Ability to carry out assigned projects without detailed instructions and with a minimum of supervision. Ability to assemble and organize data and multi-task. Knowledge of the Village Code. Ability to collect and account for money accurately. Skill in dealing with the public diplomatically. Willingness to take the initiative in problem solving. Cash handling, check processing, and credit card payment skills.

EDUCATION AND PRIOR EXPERIENCE:

High school diploma or GED with several years of responsible clerical experience, preferably involving money collection and records management. Any equivalent combination of experience and training which provides the required knowledge skill and ability. Preference given to someone with prior municipal government experience.

SPECIFIC POSITION RESPONSIBILITIES

Other duties or functions may be required from time to time, and thus the information below is not an exhaustive list of responsibilities for this role.

- Answers and directs incoming calls and inquires.
- Enters accounts receivables into Workhorse program. This includes utility payments and building permit payments.
- Answers Utility Billing questions daily.
- Maintains Utility & Public Works forms and applications.
- Receives and processes Title Assessment Letters. Returns the letters to the Title Companies in a timely manner.
- Responsible for managing and ordering office supplies as needed and directed.
- Assists with written/typed communications as required from multiple departments.
- Attend approved special courses and workshops.

- Reviews Village Calendars for publication.
- Frequent inside and outside contacts with co-workers, immediate supervisor(s), Utility Customers, and General Public. Contacts involve corrections or adjustments where some tact is essential to resolve minor problems.
- Issue Yard Waste Site cards.
- Setup ACH & email for Utility account payments.
- Maintain Utilities & Public Works portion of the Village website.
- Other duties as directed and assigned by the Utility Clerk.

ENVIRONMENTAL ADAPTABILITY:

The work environment characteristics described are representative of those an employee encounters while performing the essential functions of this job. The noise level in the work environment is usually moderate and employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time. The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job.

The employee must occasionally lift and/or move up to 30 pounds. Bending and twisting is also frequently required. The employee must have ability to sustain prolonged visual concentration and ability to sit or stand for long periods of time.

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Job Description Updated on April 19, 2024

Supervisor's Signature

Date

Employee's Signature

Date



MEMO

TO: Brian Heckendorf, Village President; Personnel Committee

FROM: Jen Keller, Village Administrator; Darlene Smith, Village Treasurer

RE: Proposed Changes to Employee Handbook – Chapter 5 Employee Benefits

DATE: May 9, 2024

Background

In the last six (6) months, Staff and the Board have taken a diligent approach to updating the 2013 Employee Handbook, section by section. The next section to review includes Employee Benefits. Changes Staff are proposing include the following:

5.01 Cell Phones, Clothing Allowance, Additional Expenses: Foregoing employee cell phone reimbursements for use of personal phones for work proposes is the intent of amended subsection 1. Subsection 2 more plainly describes what occurs among many departments regarding clothing that is required for safety or identification purposes, and either purchased directly from the department or reimbursed to the employee.

5.08 Deferred Compensation: Clarifying language was added to provide employees information in the handbook about this offering.

5.09 Vacation Pay Upon Termination, Resignation or Retirement: Text amendments align vacation accrual with the calendar year instead of the anniversary year.

5.11 Employee Assistance Program (EAP): Staff have pursued and reviewed EAP information starting at the beginning of the year. In April, Department Leadership selected a proposal received from Advocate Aurora to provide EAP services to employees within the Police Department, Fire Department, and all other full-time and permanent part-time employees.

5.12 Employee Recognition Program: This program was established in 2021 and is now a part of formal handbook language.

Potential Motion:

Recommendation for Village Board authorization to the Village Attorney and Village Administrator to review, revise, and distribute to employees the updated Section 5 of the Employee Handbook, effective July 1, 2024.

Attachments:

1. Adopted Section 5 Policies – 2013 Employee Handbook
2. Redline Copy of Proposed Section 5 Policies – 2013 Employee Handbook
3. Proposed Section 5 Policies – 2024 Draft Employee Handbook

SECTION 5: EMPLOYEE BENEFITS

5.01 Clothing Allowance/Additional Expenses

The Village may reimburse employees of the Department of Public Works for work-related clothing. The Village may reimburse employees for clothing only if they are directed by the Department Head, to purchase a specific type of clothing necessary to the job duty.

The Village may, at its discretion, reimburse an employee for other expenses, but will reimburse expenses only to the extent that such expenses: (1) have been incurred by the employee in the performance of necessary Village business; (2) have, prior to being incurred, been submitted in itemized, written form by the employee to the employee's Department Head or as projected costs; (3) have, prior to being incurred, been expressly approved by the Department Head.

5.02 COBRA Policy

The Consolidated Omnibus Budget Reconciliation Act (COBRA) gives employees and their qualified beneficiaries the opportunity to continue health and dental insurance coverage under the Village's plans when a "qualifying event" would normally result in the loss of eligibility. Under COBRA, the employee or beneficiary pays the full cost of coverage at the Village's group rates. Written notice of COBRA rights and obligations is provided to employees.

5.03 Flexible Benefits Plan

Employees enrolled in the Village health plan have deductions taken through payroll on a pre-tax basis. In addition, the Village offers a flexible spending account plan providing pre-tax spending accounts. Two accounts are available:

1. Health Care Account – Employees decide how many payroll dollars for the plan year will be directed on a pre-tax basis to this account to pay for reimbursement of health care expenses that would otherwise be paid out of pocket on an after-tax basis. This money may be used during the year for deductibles and co-insurance, prescription drugs, prescription eyeglasses or contact lenses, and other approved medical expenses.
2. Dependent Day Care Account – Employees decide how many payroll dollars will go into this account on a pre-tax basis to pay day care expenses while the employee is at work.

The funds designated for these two accounts are exempt from Federal, State, and FICA taxes. The employee pays no tax on the funds deposited to the account, nor does the employee owe tax when they are paid to the employee. Employees must enroll in these accounts on or about December 1 for the entire year (January 1 – December 31). Under Federal law, money remaining in the account at the end of the year is forfeited (not returned to the employee) to the

Village to offset medical plan costs. Please contact the Deputy Village Clerk/Treasurer for further information.

5.04 Health Insurance

The Village provides eligible full-time employees with a health insurance plan. The Village currently pays an amount equal to eighty-eight (88) percent of the premium for the lowest cost health insurance plan offered by the Wisconsin Department of Employee Trust Funds (ETF) for the Southeast Region of Wisconsin. The employee pays twelve (12) percent of the premium through a payroll deduction. The Village Board may revisit the percentage of employer contribution on an annual basis and reserves the right to adjust the amount from time to time.

An employer paid contribution to health insurance will be offered to part-time employees under the following circumstances.

1. If the part-time employee has worked sufficient hours to meet the requirements of the Wisconsin Retirement System and currently has a WRS contribution made by the Village, the Village will pay:
2. 25% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works less than 1,044 hours in a rolling twelve (12) month period.
3. 50% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works more than 1,044 hours in a rolling twelve (12) month period.
4. Part-time employees hired after January 1st of 2012 will be limited to no more than 1,000 hours of work in a twelve (12) month rolling period.
5. No health insurance premium contribution will be offered to part-time employees who are not in the WRS system.

The Village may, in its sole discretion, change insurers. If the Village changes insurers, the Village will make every reasonable effort to ensure that there will be no period when coverage is not provided and to ensure that the new insurer will waive all rights to contest coverage because of a pre-existing condition. To the extent feasible, the Village will provide employees with thirty (30) days prior notice of any change in insurers.

Employees whose current employment with the Village ceases or who otherwise experience a "qualifying event" generally will, as provided by law, become eligible to continue insurance. The individual employee is responsible for all premium costs.

Employees must notify the Deputy Village Clerk/Treasurer of any status changes, address changes, etc. More information on insurance and insurance continuation may be obtained from the Deputy Village Clerk/Treasurer.

5.05 Income Continuation Insurance

The Village of Jackson will offer full-time employees the Wisconsin Public Employers Income Continuation Insurance Program authorized by Wis. Stats. § 40.61. The Village will pay the total premium for the policy with the one hundred eighty day (180) waiting period. If an employee wishes to have a shorter waiting period, he/she must pay the additional premium required.

5.06 Life Insurance

The Village of Jackson will provide basic group life insurance coverage for full-time employees under the State Plan administered by the State Group Insurance Board and the Village.

5.07 Retirement Contributions

The Village participates in the Wisconsin Retirement System (WRS), which provides retirement benefits for eligible employees. The eligibility requirements for participation in the Wisconsin Retirement System are determined by state law. All eligible employees will be covered under the WRS. The Village shall pay only that portion of the Wisconsin Retirement System contribution that it is legally required to pay by statute and each employee shall pay the remainder of that employee's contributions to the WRS. Said contributions shall be made by a reduction in salary and, for tax purposes, shall be considered employer contributions under the Internal Revenue Code Section 414(h)(2).

Regarding part-time employees, effective July 1st, 2011, the Village will contribute to the WRS on behalf of newly hired part-time employees only after the employee has met the eligibility requirements of the WRS. These requirements are currently set at 1,200 hours worked during a rolling twelve (12) month period. For those part-time employees currently in the WRS system, the Village will pay the employer's portion of the retirement contribution and the employee will pay the employee contribution through a payroll deduction.

5.08 Vacation Pay Upon Termination

Vacations are deemed earned in one anniversary year for use in the subsequent anniversary year. In case of termination (except for policy or rule violation) with proper notice of resignation, an employee who has completed at least one year of service will be paid for accrued vacation time on the last anniversary date based on the ratio of the number of months worked in the subsequent anniversary year up to twelve (12).

5.09 Work-Related Injury or Illness

If a full-time Village employee sustains an injury or illness covered by Wisconsin's Worker's Compensation Act (generally, an injury or illness which occurred while the employee was performing his/her job and which arose out of the job), then the Village, for a maximum of six (6) months, will grant the employee full pay for each full work day missed because of such an injury or illness. Pay will be granted only to the extent that the employee promptly endorses and delivers to the Deputy Village Clerk/Treasurer, each check issued to the employee under the Worker's Compensation Act. After six months, the employee may be entitled to use any sick leave pay for which the employee is eligible, to the extent necessary to allow the employee (who may also be receiving worker's compensation pay) to reach full pay for each full work day missed. For example, if an employee's worker's compensation payment for a given day is equal to one-half of a regular day's pay, an employee may receive one-half day's sick pay for that day, to the extent the employee is and remains eligible for sick pay.

In the event an employee suffers an injury or illness that prevents him/her from doing his/her pre-injury/illness job duty, the Village employee may be eligible for temporary reassignment pursuant to the Village's Restricted/Modified Duty Policy.

SECTION 5: EMPLOYEE BENEFITS

5.01 Cell Phones, Clothing Allowance, Additional Expenses

1. Cell Phones - All Department Heads are required to utilize a village issued cell phone for the purpose of managing employees and conducting village business during or outside of normal working hours. A Village issued cell phone **may** also be available to Department Supervisors, as approved by the respective Department Head. In these instances, the support staff member to the Department Head may be required to correspond with employees, constituents, or contractors while away from a worksite. Use of Village issued cell phones, whether on- or off- duty, **shall** adhere to the computer/equipment use policy found in Section 1, General Personnel Policies, and all other Village policies.
2. Clothing Reimbursement/Allowance - Employees may be required to report for duty in clothing that is either considered a uniform or protective clothing. Employees should consult with their immediate supervisor to understand these requirements. Reimbursements provided by the Village may be **terminated** at any time without notice.
 - a. For employees working for the Department of Public Works, a predetermined dollar amount may be annually available to employees for reimbursements for the purchase of approved work-related clothing and footwear. The allowance will be appropriately prorated for a new employee. Funding is subject to the annual budget review process. Upon budget approval, the Director of Public Works shall provide an annual memo to the Treasurer/HR Assistant reflecting the amount of funds available to employees for reimbursement for specific items, to be authorized for reimbursement by the Director of Public Works.
 - b. The Village may provide uniforms to employees within the Police and Fire Departments, as approved through the annual budget process and administered respectively by the Police Chief and Fire Chief. ~~The Village may, at its discretion, reimburse employees of the Department of Public Works for work related clothing. The Village may, at its discretion, reimburse employees for clothing only if employees are directed by the Department Head, to purchase a specific type of clothing necessary to the job duty.~~
 - c. The Parks and Recreation Department provides apparel to employees for the purpose of employee identification at events and recreation department programming. Funding is subject to the annual budget review process and administered by the Parks and Recreation Director.
 - d. **From time to time, other clothing purchasing may be permitted, subject to budgetary approvals granted by the Village Board.**
3. Other **Expenses Reimbursed** - The Village may, at its discretion, reimburse an employee for other expenses, but only to the extent that such expenses: (1) have been incurred by the employee in the performance of necessary Village business; (2) have, prior to being incurred, been submitted in itemized, written form by the employee to the employee's Department Head as projected costs; or (3) have, prior to being incurred, been expressly approved by the Department Head.

5.02 COBRA Policy

The Consolidated Omnibus Budget Reconciliation Act (COBRA) gives employees and their qualified beneficiaries the opportunity to continue health and dental insurance coverage under the Village's plans when a "qualifying event" would normally result in the loss of eligibility. Under COBRA, the employee or beneficiary pays the full cost of coverage at the Village's group rates. Written notice of COBRA rights and obligations is provided to employees whenever such notice is required by law.

5.03 Flexible Benefits Plan

Employees enrolled in the Village health plan have deductions taken through payroll on a pre-tax basis. In addition, the Village offers a flexible spending account plan providing pre-tax spending accounts. Two accounts are available:

1. Health Care Account – Employees decide how many payroll dollars for the plan year will be directed on a pre-tax basis to this account to pay for reimbursement of health care expenses that would otherwise be paid out of pocket on an after-tax basis. This money may be used during the year for deductibles and co-insurance, prescription drugs, prescription eyeglasses or contact lenses, and other approved medical expenses.
2. Dependent Day Care Account – Employees decide how many payroll dollars will go into this account on a pre-tax basis to pay day care expenses while the employee is at work.

The funds designated for these two accounts are exempt from Federal, State, and FICA taxes. The employee pays no tax on the funds deposited to the account, nor does the employee owe tax when they are paid to the employee. Employees must enroll in these accounts on or about December 1 for the entire year (January 1 – December 31). Under Federal law, money remaining in the account at the end of the year **exceeding the annual carryover maximum** is forfeited (not returned to the employee) to the Village to offset medical plan costs. Please contact the **Village Treasurer/HR Assistant** for further information.

5.04 Health Insurance

The Village provides eligible full-time employees with a health insurance plan. The Village currently pays an amount equal to eighty-eight (88) percent of the premium for the lowest cost health insurance plan offered by the Wisconsin Department of Employee Trust Funds (ETF) for the Southeast Region of Wisconsin. The employee pays twelve (12) percent of the premium through a bi-weekly payroll deduction. The Village Board may revisit the percentage of the employer contribution on an annual basis, or as otherwise deemed necessary by the Village Board, and reserves the right to adjust the amount from time to time. The Village shall also offer eligible employees access to a stipend in lieu of enrolling in the Village health insurance plan. The stipend shall be an amount equal to twenty (20) percent of the Village's portion of an employee's annual health benefit premium, rounded to the nearest \$25. An employee is eligible for opt-out pay for the Village's insurance plan level (i.e., family, single, etc.) based on the insurance plan level they qualify for. The incentive payments will be made monthly as part of the regular payroll

process. If the employee returns to the Village's health plan, then the opt-out benefit will cease immediately.

An employer paid contribution to health insurance will be offered to part-time employees under the following circumstances.

1. If the part-time employee has worked sufficient hours to meet the requirements of the Wisconsin Retirement System and currently has a WRS contribution made by the Village, the Village will pay:
 - a. 25% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works less than 1,200 hours in a rolling twelve (12) month period. Hours averaging under 23 per week the Village pays 25% of premiums and the Employee pays 75%.
 - b. 50% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works more than 1,200 hours in a rolling twelve (12) month period. Hours averaging over 24 per week the Village pays 50% of premiums and the Employee pays 50%.
2. No health insurance premium contribution will be offered to part-time employees who are not in the WRS system.

Employees, retirees, and their spouses who participate in the Village's Group Health Insurance program have access to the Well Wisconsin program. The Well Wisconsin program provides tools and resources to help participants set health and well-being goals, track progress, stay motivated, and earn incentives. For more information on how to participate please go to <https://webmdhealth.com/wellwisconsin>

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Employees must notify the Village Treasurer/**HR Assistant** of any status changes, address changes, etc. More information on insurance and insurance continuation may be obtained from the Village Treasurer/**HR Assistant**.

5.05 Income Continuation Insurance

The Village of Jackson will offer full-time employees the Wisconsin Public Employers Income Continuation Insurance Program authorized by Wis. Stats. § 40.61. The Village will pay the total premium for the policy with the one hundred eighty day (180) waiting period. The Village will also pay 100% of the 180-day waiting period for a part-time employee after a six-month enrollment period in WRS. If an employee wishes to have a shorter waiting period, he/she must pay the additional premium required.

5.06 Life Insurance

The Village of Jackson will provide basic group life insurance coverage for full-time employees under the State Plan administered by the State Group Insurance Board. The Village also provides 100% of basic life insurance coverage for part-time employees after a six-month enrollment period in WRS. Any additional coverage is paid entirely by the employee. To the extent permitted by law, the Village reserves the right to cease the provision of this benefit at its sole discretion with or without notice.

5.07 Retirement Contributions

The Village participates in the Wisconsin Retirement System (WRS), which provides retirement benefits for eligible employees. The eligibility requirements for participation in the Wisconsin Retirement System are determined by state law. All eligible employees will be covered under the WRS. The Village shall pay only that portion of the Wisconsin Retirement System contribution that it is legally required to pay by statute and each employee shall pay the remainder of that employee's contributions to the WRS. Said contributions shall be made by a reduction in salary and, for tax purposes, shall be considered employer contributions under the Internal Revenue Code Section 414(h)(2).

Regarding part-time employees, effective July 1st, 2011, the Village will contribute to the WRS on behalf of newly hired part-time employees only after the employee has met the eligibility requirements of the WRS. These requirements are currently set at 1,200 hours worked during a rolling twelve (12) month period. For those part-time employees currently in the WRS system, the Village will pay the employer's portion of the retirement contribution and the employee will pay the employee contribution through a payroll deduction.

5.08 Deferred Compensation

The Village of Jackson offers two (2) deferred compensation plans to supplement an employee's retirement income. Participation in the program is voluntary, subject to the terms of the applicable plan, and is 100% funded by the employee through payroll deductions in an amount authorized by each participant. Plan and enrollment information can be obtained from the Treasurer/HR Assistant. The Village may amend or terminate its offering of deferred compensation programs at any time, to the extent permitted by law.

5.09 Vacation Pay Upon Termination, Resignation or Retirement

Vacation Pay will be prorated based upon a new employee's date of hire. For example, if an employee is hired on July 1 of a year, after one month of employment, they will be entitled to 5 days or 40 hours of vacation leave for use during the remainder of that calendar year. Upon January 1 of the following year, an employee will be allotted 11 days/88 hours of vacation leave reflective of having one year of service as of the new calendar year. ~~Vacations are deemed earned in one anniversary year for use in the subsequent anniversary year.~~ In case of termination (except

for policy or rule violation) with proper notice of resignation or retirement, an employee ~~who has completed at least one year of service~~ will be paid for any unused vacation time. ~~accrued vacation time on the last anniversary date based on the ratio of the number of months worked in the subsequent anniversary year up to twelve (12).~~

Employees included in the Collective Bargaining Agreement shall consult the current contract for applicable vacation pay upon termination, resignation or retirement policy.

5.10 Work-Related Injury or Illness

If a full-time Village employee sustains an injury or illness covered by Wisconsin's Worker's Compensation Act (generally, an injury or illness which occurred while the employee was performing his/her job and which arose out of the job), then the Village, for a maximum of six (6) months, will grant the employee full pay for each full workday missed because of such an injury or illness. Pay will be granted only to the extent that the employee promptly endorses and delivers to the **Treasurer/HR Assistant**, each check issued to the employee under the Worker's Compensation Act. After six months, the employee may be entitled to use any sick leave pay for which the employee is eligible, to the extent necessary to allow the employee (who may also be receiving worker's compensation pay) to reach full pay for each full workday missed. For example, if an employee's worker's compensation payment for a given day is equal to one-half of a regular day's pay, an employee may receive one-half day's sick pay for that day, to the extent the employee is and remains eligible for sick pay.

In the event an employee suffers an injury or illness that prevents them from doing their pre-injury/illness job duty, the Village employee may be eligible for temporary reassignment pursuant to the Village's Restricted/Modified Duty Policy.

5.11 Employee Assistance Program (EAP) Policy for Employees and Family Members

The Village of Jackson will provide confidential and voluntary assistance through its employee assistance program (EAP) to all Police Department employees, Fire Department employees, and all other full-time or permanent part-time employees of the Village. Department Supervisors may choose to add additional employees to the program, subject to written approval by the Village Administrator. The EAP shall be available to all eligible employees and their family members which may assist those who may be faced with challenges of financial concerns, legal issues, alcohol or drug problems, marital problems, illness of a family member, emotional worries, childcare problems, etc. For the welfare of employees as well as for effective business operations, The Village of Jackson encourages its employees to take advantage of this valuable benefit administered by Advocate Aurora (**insert phone number/email**).

5.12 Employee Recognition Program Policy

The Village values contributions, knowledge, and experience of long-term employees. In appreciation of this dedicated service, the Village recognizes employees as they reach milestone

anniversaries of employment. Full-time employees become eligible for a service award in the year in which they complete five, 10, 15, 20, 25, 30, 35, and 40 years of service.

Five years of service - \$25.00

25 years of service - \$125.00

10 years of service - \$50.00

30 years of service - \$150.00

15 years of service - \$75.00

35 years of service - \$175.00

20 years of service - \$100.00

40 years of service - \$200.00

SECTION 5: EMPLOYEE BENEFITS

5.01 Cell Phones, Clothing Allowance, Additional Expenses

1. Cell Phones - All Department Heads are required to utilize a Village issued cell phone for the purpose of managing employees and conducting Village business during or outside of normal working hours. A Village issued cell phone may also be available to Department Supervisors, as approved by their respective Department Head. In these instances, the support staff member to the Department Head may be required to correspond with employees, constituents, or contractors while away from a worksite. Use of Village issued cell phones, whether on- or off- duty, shall adhere to the computer/equipment use policy found in Section 1, General Personnel Policies, and all other Village policies.
2. Clothing Reimbursement/Allowance - Employees may be required to report for duty in clothing that is either considered a uniform or protective clothing. Employees should consult with their Immediate Supervisor to understand these requirements. Reimbursements provided by the Village may be terminated at any time without notice.
 - a. For employees working for the Department of Public Works, a predetermined dollar amount may be annually available to employees for reimbursements for the purchase of approved work-related clothing and footwear. The allowance will be appropriately prorated for a new employee. Funding is subject to the annual budget review process. Upon budget approval, the Director of Public Works shall provide an annual memo to the Treasurer/HR Assistant reflecting the amount of funds available to employees for reimbursement for specific items, to be authorized for reimbursement by the Director of Public Works.
 - b. The Village may provide uniforms to employees within the Police and Fire Departments, as approved through the annual budget process and administered respectively by the Police Chief and Fire Chief.
 - c. The Parks and Recreation Department provides apparel to employees for the purpose of employee identification at events and recreation department programming. Funding is subject to the annual budget review process and administered by the Parks and Recreation Director.
 - d. From time to time, other clothing purchases may be permitted, subject to budgetary approvals granted by the Village Board.
3. Other Expenses Reimbursed - The Village may, at its discretion, reimburse an employee for other expenses, but only to the extent that such expenses: (1) have been incurred by the employee in the performance of necessary Village business; (2) have, prior to being incurred, been submitted in itemized, written form by the employee to the employee's Department Head as projected costs; or (3) have, prior to being incurred, been expressly approved by the Department Head.

5.02 COBRA Policy

The Consolidated Omnibus Budget Reconciliation Act (COBRA) gives employees and their qualified beneficiaries the opportunity to continue health and dental insurance coverage under the Village's plans when a "qualifying event" would normally result in the loss of eligibility. Under COBRA, the employee or beneficiary pays the full cost of coverage at the Village's group rates. Written notice of COBRA rights and obligations is provided to employees whenever such notice is required by law.

5.03 Flexible Benefits Plan

Employees enrolled in the Village health plan have deductions taken through payroll on a pre-tax basis. In addition, the Village offers a flexible spending account plan providing pre-tax spending accounts. Two accounts are available:

1. Health Care Account – Employees decide how many payroll dollars for the plan year will be directed on a pre-tax basis to this account to pay for reimbursement of health care expenses that would otherwise be paid out of pocket on an after-tax basis. This money may be used during the year for deductibles and co-insurance, prescription drugs, prescription eyeglasses or contact lenses, and other approved medical expenses.
2. Dependent Day Care Account – Employees decide how many payroll dollars will go into this account on a pre-tax basis to pay day care expenses while the employee is at work.

The funds designated for these two accounts are exempt from Federal, State, and FICA taxes. The employee pays no tax on the funds deposited to the account, nor does the employee owe tax when they are paid to the employee. Employees must enroll in these accounts on or about December 1 for the entire year (January 1 – December 31). Under Federal law, money remaining in the account at the end of the year exceeding the annual carryover maximum is forfeited (not returned to the employee) to the Village to offset medical plan costs. Please contact the Village Treasurer/HR Assistant for further information.

5.04 Health Insurance

The Village provides eligible full-time employees with a health insurance plan. The Village currently pays an amount equal to eighty-eight (88) percent of the premium for the lowest cost health insurance plan offered by the Wisconsin Department of Employee Trust Funds (ETF) for the Southeast Region of Wisconsin. The employee pays twelve (12) percent of the premium through a bi-weekly payroll deduction. The Village Board may revisit the percentage of the employer contribution on an annual basis, or as otherwise deemed necessary by the Village Board, and reserves the right to adjust the amount from time to time. The Village shall also offer eligible employees access to a stipend in lieu of enrolling in the Village health insurance plan. The stipend shall be an amount equal to twenty (20) percent of the Village's portion of an employee's annual health benefit premium, rounded to the nearest \$25. An employee is eligible for opt-out pay for the Village's insurance plan level (i.e., family, single, etc.) based on the insurance plan level they qualify for. The incentive payments will be made monthly as part of the regular payroll

process. If the employee returns to the Village's health plan, then the opt-out benefit will cease immediately.

An employer paid contribution to health insurance will be offered to part-time employees under the following circumstances.

1. If the part-time employee has worked sufficient hours to meet the requirements of the Wisconsin Retirement System and currently has a WRS contribution made by the Village, the Village will pay:
 - a. 25% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works less than 1,200 hours in a rolling twelve (12) month period. Hours averaging under 23 per week the Village pays 25% of premiums and the Employee pays 75%.
 - b. 50% of the premium of the lowest priced plan available in the Southeast Region of Wisconsin if the part-time employee works more than 1,200 hours in a rolling twelve (12) month period. Hours averaging over 24 per week the Village pays 50% of premiums and the Employee pays 50%.
2. No health insurance premium contribution will be offered to part-time employees who are not in the WRS system.

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DRAFT

From: [Jen Keller](#)
To: [Anastasia Gonstead](#)
Cc: [Brian Heckendorf](#)
Subject: FW: Washington County Board
Date: Tuesday, May 7, 2024 8:00:28 AM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Hi Anie,

We've received the county board report a week early. Can you have this entered into the packet since it's timely?



Jen Keller

Village Administrator

E: jen.keller@villageofjacksonwi.gov

O: (262) 677-9001 ext. 215

C: (262) 305-6754

Jackson Municipal Complex
N168 W19851 Main St.
Jackson, WI 53037

From: Michael Schwab <Michael.Schwab@washcowisco.gov>
Sent: Monday, May 6, 2024 7:38 PM
To: Jen Keller <jen.keller@villageofjacksonwi.gov>; Brian Heckendorf <brian.heckendorf@villageofjacksonwi.gov>
Subject: Washington County Board

Hello, Brian and Jen,

During its meeting this month, the Washington County Board will be considering resolutions honoring two retiring employees, will be hearing presentations regarding ARPA fund balances and government fund accounting in general, and a presentation from Economic Development, Washington County.

Thank you, for all you do!

Mike Schwab
Washington County District 20 Supervisor
Public Safety Committee Chair
County Board 1st Vice Chair

The information in this email, and any attachments, may contain confidential information. Use and further disclosure must be consistent with applicable laws. However, if you believe you've received

this email in error, delete it immediately and do not use, disclose or store the information it contains.

Notice the change of domain name from co.washington.wi.us to washcowisco.gov We are changing our domain name to washcowisco.gov, please update your records to reflect this change. For the time being, access to the old domain name will remain seamless.