

City Of Jackson

Annual Accomplishments

2019



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Front Cover, traffic signal at East Main St and Oak Hill Rd.

City Administrator

Jim Roach

Many infrastructure improvement projects were completed with the close of 2019. Several more are ongoing, with ambitious plans for 2020. The city was also successful in obtaining various grants, which totaled over \$484,000. Numerous other important projects and activities were completed in 2019. They are described in the following departmental reports by the city's supervisory staff.

It is my privilege to present the city's 2019 list of accomplishments and our goals for 2020. Also included at the end of this report is a section outlining potential capital expenditures for the next five years.



From the Mayor...

I am very pleased to congratulate those that have been recognized as exemplifying "Hometown Proud" for Jackson.

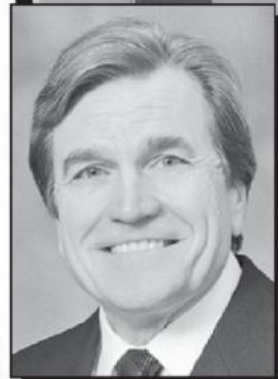
Andy Rooney described being proud of one's hometown as the same as being patriotic for one's country. I personally know all those recognized and can say they are certainly worthy of the distinction.

The dictionary's definition of "proud" is a feeling of satisfaction from one's achievement or the achievement of those whom one is closely associated. I am sure every one of these honorees are proud of Jackson, and we, as a community, are proud of them.

I am reminded of the popular Christmas movie, *It's a Wonderful Life*. The main character, George, is shown by an angel what the town he lives in would be like if he had not been around. It certainly was a lesser place. If our spotlighted citizens had not chosen to be a part of the Jackson community, our town would not be as great as it is. This 21st century has been described as a time where everyone is busy. These citizens have found the time to go that extra mile. Our kids, our service organizations, our community events would not be the same without the individuals stepping up to serve.

Jackson is a great place to live, we take great pride in our community, schools, churches, civic organizations and businesses. This civic pride defines our community and is the result of our citizens who step forward to do more than expected. Thank you for being great examples and inspiring all of us to be involved by your deeds.

Dwain Haas



Jackson aldermen table talk of charter government

By Jay Wolz- Southeast Missourian

Two months ago, at the Jackson Board of Aldermen's annual retreat, it seemed as if the city was headed down a path toward creating a charter form of government.

At that time, city attorney Tom Ludwig alluded to a variety of reasons why Jackson should consider becoming a “charter city” as more than 40 other Missouri municipalities — including Cape Girardeau — have done since 1908.

“When I started working on this, I thought this was something we ought to do,” Ludwig told the aldermen at their study session Monday night. “And I was really excited the board was giving me the opportunity to look into this.”

Now, he’s not so sure.

“I’ve gone from being somebody who totally believed this was, for Jackson, our next step moving forward and something we should consider to coming 180 degrees,” he said. “A year ago, I thought it was absolutely the best thing for Jackson, but now I’m not going to stand here and recommend it to you.”

Ludwig explained that after researching the charter concept, he saw little advantages to it over Jackson’s current government structure and said change for the sake of change isn’t necessarily a good thing for the community.

“There was a big movement during the ’80s and ’90s (in Missouri) to become charter cities and quite a few (18 communities during those decades) did that,” he said. “One of the reasons was that fourth-class cities couldn’t do a hotel/motel tax and if they wanted to they had to become a charter city first, but the state legislature changed that a few years back and authorized fourth-class cities to put a hotel/motel tax before the voters.”

Cape Girardeau adopted a home-rule charter form of government in 1981.

At this point, Ludwig said, there is very little a charter city can do a fourth-class community, such as Jackson, cannot.

“I cannot point at something we need to do that we can’t do as a fourth-class city,” he told the aldermen. “It’s not there. I’ve looked under every rug and overturned every rock to find you a good example of what you could do if you were a home-rule charter city because, as I said, I started off believing for 15 years this was the thing to do. I looked for that good example, but I don’t have it for you.”

However, he said there appear to be some disadvantages, including the cost of becoming a charter community.

“For example, in 1980 the cost to St. Charles to put together their charter city program was \$12,000,” he said, noting that in today’s dollars the cost would be much higher. “You’re going to spend money on supporting the charter commission, for legal support and secretarial support, things of that nature, you’re going to need to distribute the charter around to the citizens so they know what they’re voting on, and you’ll have the cost of an informational program. All of those would be expenses,

plus the cost of an election, so the cost of a charter campaign would be fairly substantial.”

And then there’s the possibility, he said, that a charter commission could make “radical” changes in the way the city is governed.

“Once you start the charter commission, they will write what they want to write,” he said. “For instance, the commission may decide they want to eliminate the city administrator or elect the administrator or do things that limit the passing of ordinances.”

Ludwig suggested the aldermen “keep this in your desk drawer or back pocket and if there is something that comes up, this is certainly a process you can go through” in future.

Jackson Mayor Dwain Hahs agreed and said any changes in the city’s charter would require a community vote.

“Things change and you have to go back to the voters to change the charter and that’s not always easy,” he said. “It’s a challenge to change a charter, no matter how good a job you do the first time through.”

Alderman Paul Sander asked Ludwig if he thought it would make any difference to “the rank and file citizen” if Jackson adopted a charter form of government.

“I would say, more than likely, it would not make a difference,” Ludwig answered. “If there were some radical things that came out of our charter commission and if the voters approved that charter, then it would definitely affect them, but barring that, the rank and file of our city won’t know if we’re a charter city or a fourth-class city.”

Although the aldermen did not take a formal vote on the matter, the consensus among them was to table the charter government discussion indefinitely.

“I don’t think it’s a good idea at this time,” commented Alderman Larry Cunningham. “I don’t see any advantages for us to do it.”

Alderman Joe Bob Baker concurred: “For over 200 years we’ve operated with this (the current) form of government and I think its worked well.”

Dwain Hahs

Mayor of Jackson



Jackson Notes

Use tax to help pay for 3 projects

As we move toward the April election, the next area I would like to discuss is how the revenue from the out-of-state sales tax will be prioritized.

As a reminder, use tax is the sales tax on goods bought from outside of the state of Missouri.

In Missouri, city citizens must vote to accept the collection of out of state sales tax. This is why we will have this issue on the ballot on April 2.

The Board of Aldermen has been reviewing the priority projects for several years. One of the informational sources has been the community survey the city conducted in 2017. This survey provided the ranking of the desired priorities.

From this list, the Board of Aldermen and city staff have been planning and implementing projects. Public Safety has been a priority. We have been addressing this priority by adding staff to our police and fire departments and now beginning the construction of a new police station.

Traffic flow was another citizen's priority which the City has been addressing through street improvements, resurfacing and new intersections.

We have reviewed three additional priorities which our present revenue from sales taxes does not allow us to implement.

First, our present swimming pool is now 40 years old. We need to begin the serious planning for the pool replacement which would offer an upgraded experience

to our residents. New swimming pools or aquatic centers are designed to be used by all ages and for many different uses from competitive swim meets as well as swimming lessons and exercise classes.

The use tax revenue will enable the City to have a revenue stream to support the construction and operation.

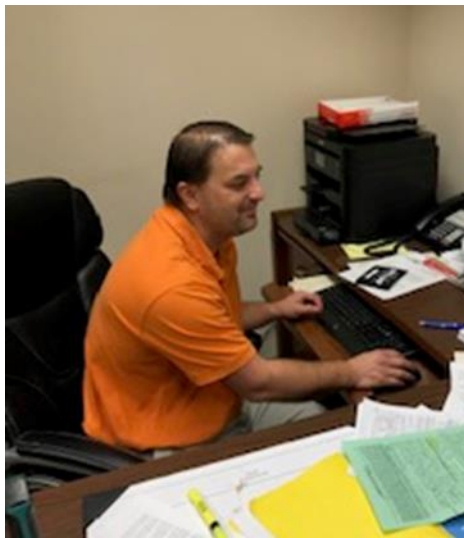
The City has completed the planning for street lights which will be added on East Jackson Blvd. from Walmart to the Interstate 55 interchange. This street is the major entry way into Jackson and is dark at night. From a safety perspective, as well as the commercial aspects of having a lighted entry way into Jackson, this has been a desired project.

Again, the new revenue from a use tax could fund the City's part of the project. We are exploring cost sharing and grants to assist in construction.

Curb side recycling was one of the highest rated priorities in our survey. The adding of curbside recycling is a complicated and challenging project. With the startup cost funded by the use tax revenue this planning can begin. Plans are to make this an optional service based on the resident's choice. The recycling industry is changing dramatically as we speak. The ability to have the startup costs funded allows the implementation planning of how to expand this service to our residents.

As before, if you have any questions about the use tax ballot question please contact me at www.jacksonmo.org.

Larry Koenig
Assistant City Administrator



J.J. Wiseman
Human Resources

Crystal Reid
Accounts Payable



Administrative Services

Rodney Bollinger, Director

From the heights of the roofline at the site of the new Police Station to the depths of the water distribution lines replaced all over town, City crews made their mark across the area of Jackson in 2019.

I am pleased to present you with the Administrative Services' Yearly Update. This report provides a snapshot of the progress made during the past year to position our municipality for continued success while offering high-caliber of services to the customers we serve. Another exciting, productive, and challenging year has come to a close. I want to take this opportunity to share with you just a few of the accomplishments of my department before the holiday season brings 2019 to a close. As I begin my 3rd year as the Director of Administrative Services, I look back with pride on my accomplishments in the past year and look forward to the potential of the coming year.

Back in December of last year, the staff and I predicted the completion of several important projects, including Group 2A of the Water System Plan Implementation Program, the Traffic Signal at E. Main St. and Oak Hill Rd., and the Williams Creek Interceptor Sewer Project. I am proud to announce that we have delivered on all three of these accomplishments.

Additionally, I have contributed to many diverse infrastructure projects, assisted in the construction of new facilities, and participated in meaningful partnerships to enrich our community.

Earlier in the year, I was actively involved in the education and outreach strategy for the Use Tax. The April 2 ballot included a Use Tax for the City of Jackson. This tax would've been assessed at the same rate as the local sales tax (currently 2½ cents for every dollar spent) and collected on products purchased from out-of-state. Revenue from this use tax was anticipated to be \$600,000 to \$750,000 annually. Based on priorities identified by Jackson residents in a 2017 community survey, revenue from this use tax would have gone to help fund a variety of potential projects over time, including: the addition of street lighting along the eastern corridor of East Jackson Boulevard; startup costs associated with optional curbside recycling; and a new or upgraded city swimming pool. While the tax initiative failed, the City will continue to place a priority on identifying revenue streams to supplement dwindling local sales tax revenue. The issue of use tax will continue to be significant as online shopping sales increase in coming years, and local sales tax revenue remains stagnant or even decreases. Jackson residents place a high priority on our community's future, so we'll continue working toward those projects identified as priorities when funding sources are available.

In October, the U.S. Secretary of the Interior announced grant award from the Land and Water Conservation Fund (LWCF) for state-identified outdoor recreation and conservation projects. The City of Jackson is proud to have been selected as grant recipient for the completion of the Brookside Park Ball Field Development Project. This development will include a new baseball field with dugouts, a new driveway and parking area, accessible routes, and new fencing to be located at Brookside Park. The total cost of the project is \$160,000, half of which will be funded by the grant. Currently, the design of this project is being completed in-house and is scheduled for completion in 2021.

This year, I assisted the Parks & Recreation Director in the preparation of general specifications, bid documents, and contract agreements for three annual programs in the city parks system: the Holiday Extravaganza Lighting Program in the City Park, the Park Concession Stand Operations Program, and the Independence Day Celebration Fireworks Display Program. All three were successfully bid and awarded in 2019. But the preparation of specifications, documents, and contracts did not stop there. I also provided assistance to various departments for the City Hall Exterior Painting Project, the Power Plant Maintenance Building Repairs Project, and the NFPA Training Services Program.

Jackson also completed its fourth year of improvements to the water system. This is a continuation of the seven-year, \$11 million project to upgrade the overall water system in Jackson. The project costs are being paid 100% through utility service rates and not through tax increases. As the easement acquisition officer, I successfully obtained the easements necessary to complete this round of water line projects and stand ready to acquire more for the 2020 phase of work.

From a transportation perspective, the East Main Street Intersection Evaluations Study implemented back in 2018 is in full swing as the construction of improvements at two major intersections has been completed or is underway. A realignment of Oak Hill Rd. to square into E. Main St. was constructed earlier this year. The design included a new traffic signal, lane reconstruction, and a sidewalk on the north side of E. Main St. between Traveler's Way to Oak Hill Rd. At the Shawnee Blvd. intersection, the construction of a new roundabout is now underway. Before work could begin, I acquired four right of way deeds and easements from the adjacent property owners.

Back in August, the Board of Aldermen approved a change to Jackson's bulky rubbish and special pickup program. Historically, the City has conducted an annual Clean-Up/Fix-Up Week. For many years, this service had been available to residents who qualify for the solid waste pick-up program. During this one week, crews picked up all qualifying solid waste placed at the curb on the regularly scheduled trash collection day. This new program will continue to provide an annual disposal option for extra refuse and bulky items, but will now give the customers control of the timing of their individual pickups. Customers will simply decide which week they would like their pickup, call the Public Works Department to check availability, and request their free pickup. Starting in January, 2020, the City will offer the special pickup by appointment anytime during the year, except holiday weeks. Each residential trash location will be allowed one free

special pickup per calendar year. Staff is excited about this improvement in our bulky rubbish and special pickup policy.

In 2019, a total of 49 special event permits were issued by my department. Since 2011, this new program has helped residents, organizations, and businesses apply for and receive event permits. It has also streamlined the process and made it much easier for applicants to file their requests, as will allow City staff to better review and manage the permits. In the last eight years, the City staff has issued a total of 245 total permits.

The Southeast Metropolitan Planning Organization (SEMPO) is the eighth transportation policy-making body in the State of Missouri that is made up of representatives from local government and transportation agencies with authority and responsibility in metropolitan planning areas. The organization is comprised of the City of Jackson, City of Cape Girardeau, County of Cape Girardeau, Southeast Missouri Regional Planning and Economic Development Commission, Cape Special Road District, Southeast Missouri State University, and the Cape Transit Authority. Planning work continues monthly with meetings of the Board of Directors and Technical Planning Committee, which I serve as a member.

I continued to face many unique challenges from all angles of administration. From problem solving, personnel issues, project management, public information activities, to citizen communication, I learned how demanding my position continues to be. Fortunately, my 28 years with the City have provided an excellent foundation on which to build my career here in Jackson. However, there is still much to learn and even more yet to do. The year ahead offers an even greater opportunity for achievement, with many infrastructure improvement projects scheduled - including the construction of fifth phase of projects under the Water System Facility Plan Implementation Program, construction of the roundabout at E. Main St. and Shawnee Blvd., completion of the Police Station, launching the Diverging Diamond Interchange Project at Center Junction, easement acquisition services for several proposed street, electric distribution, water distribution, sanitary sewer, and recreation trail projects, ongoing contract administration, and assisting in the Regional Census Marketing Program and the Pedestrian Transportation System ADA Assessment.

As I look back with pride on another successful year, I anticipate an even more productive 2020. I am very proud of the work we have achieved. The employees and I are grateful to our elected officials, volunteer board members, and planning partners for the opportunity to work together to improve the community. These and many other projects will ensure that our City continues on its progressive path. I am thankful for the opportunity to serve you, the Mayor and members of the Board of Aldermen. Here's to a great holiday season and a prosperous 2020 for everyone.

Major Accomplishments 2019

- ✓ Provided grant writing activities for the following projects:
- Brookside Park Ball Field Development Project (MDNR Land and Water Conservation Fund)

- Asphalt overlay of Charles Meier Drive (CR 330)
- Fire Department Training Services Program
- ✓ Provided contract administration services for the following City projects:
 - Police Station Building Project
 - Power Plant Maintenance Building Repair Project
 - Use Tax Education and Outreach Strategy
 - City Hall Complex Exterior Painting Project
 - Holiday Extravaganza Lighting Program in the City Park
 - Park Concession Stand Operations Program
 - Independence Day Celebration Fireworks Display Program
 - Provided management services for the following non-City special projects: Municipal agreement with MoDOT for the Diverging Diamond Project at Center Junction
 - Municipal agreement with MoDOT for the Resurfacing of Highway 61 North
 - Road Relinquishment Agreement with MoDOT for a portion of West Main Street
 - Hotel development agreement at 3003 South Old Orchard Road
 - Retail Development Cooperative Employment Agreement
 - Regional Census Marketing Program
- ✓ Acquired easements for the following City projects:
 - Kimbeland Lift Station Bypass and Upgrade Project
 - South Farmington Road Electric Line Extension Project
 - Williams Creek Interceptor Sewer Project, Phase 1
 - Traffic Signal Project at East Main Street and Oak Hill Road
 - Roundabout Project at East Main Street and Shawnee Boulevard

- Old Cape Road East Electric Line Project at Hotel Site
 - Right of way and easements along Harmony Ln.
- ✓ Attended the following major meetings:
- Southeast Metropolitan Planning Organization (SEMPO) meetings
 - Mayor's Retreat on October 22
 - City Supervisors meetings
 - Recreational Trails (RTP) and Land and Water Conservation Fund (LWCF) Grant application workshops on January 9
 - Wellness Luncheons on January 30 and May 22
 - MML Legislative Conference on February 12
 - Employee CPR/First Aid Class on February 22
 - MPUA Digital Media workshop on May 30
 - LAGERS Lunch Break on July 16
 - LWCF Grant Administration workshop on October 2
 - Active Shooter Training on October 4
 - Employee Benefits Fair on October 10
- ✓ Served on the following committees:
- Technical Planning Committee of the Southeast Missouri Metropolitan Planning Organization (MoDOT)
 - Alternate voting member on the Board of Directors of the Southeast Missouri Metropolitan Planning Organization
 - Southeast Missouri Regional Planning and Economic Development Commission
 - Transportation Advisory Committee (SEMO Regional Planning)
 - Contract Committee (City)

- Emergency Management Committee (City)
- Independence Day Celebration Committee (City)
- ✓ Supervisory activities for the Building & Planning and Sanitation Departments
- ✓ Appointed to the position of Deputy City Clerk
- ✓ Served at the Certified Person in Responsible Charge at MoDOT's Local Public Agency
- ✓ Served as a Missouri Notary Public
- ✓ Provided public information activities (Facebook, website, and news releases)
- ✓ Provided annexation services to property owners
- ✓ Provided contract and grant writing activities to various departments
- ✓ Processed a total of 48 Special Event Permits
- ✓ Assisted in the preparation of agenda packets for Board of Aldermen Meetings
- ✓ Coordinated the E-Cycle Electronic Waste Collection Event on June 1
- ✓ Coordinated the Clean-Up / Fix-Up Days Program on the week of June 3 through June 7
- ✓ Participated in Youth in Government Day on March 29
- ✓ Administered the Adopt-a-Street Program
- ✓ Assisted in the preparation of monthly Project List Updates and Monthly Departmental Updates
- ✓ Assisted in the preparation of agendas for monthly Supervisors Meetings
- ✓ Assisted in building the City's annual report
- ✓ Administered Master Services Agreements and issued Task Order Authorizations
- ✓ Annexed 0.44 acres of property at 4080 South Old Orchard Road, as requested by the McKendree Chapel Memorial Association
- ✓ Purchased 2.00 acres at 424 Howard Street for Litz Park

- ✓ Assisted in the preparation of the Wireless Communications Infrastructure Deployment ordinance, relative to small cell wireless facilities
- ✓ Prepared a policy for the new Special Pickup Program
- ✓ Implemented changes to the Recycling Program (3-7 plastics)
- ✓ Began working on the Pedestrian Transportation System ADA Assessment (SEMPO)
- ✓ Provided assistance on the Safety City Renovation Project in City Park

Proposed Accomplishments for 2020

- ✓ Provide contract administration for City projects
- ✓ Provide management for special projects
- ✓ Acquire easements for City projects
- ✓ Provide public information activities (Facebook, website, and news releases)
- ✓ Provide annexation services to property owners
- ✓ Provide contract and grant writing activities to various departments
- ✓ Process special event permit applications
- ✓ Assist in the preparation of agenda packets for Board of Aldermen Meetings
- ✓ Administer the Adopt-a-Street Program
- ✓ Assist in the preparation of monthly Project List Updates
- ✓ Assist in the preparation of monthly Departmental Updates
- ✓ Assist in the preparation of agendas for monthly Supervisors Meetings
- ✓ Administer Master Services Agreements and issue Task Order Authorizations
- ✓ Launch the City's Twitter account
- ✓ Begin City Website and Logo Upgrade Project
- ✓ Complete the Pedestrian Transportation System ADA Assessment (SEMPO)

- ✓ Complete the Regional Census Marketing Program
- ✓ Acquire easements for the 34.5 KV Electric Transmission Line Project (West Substation to Power Plant)
- ✓ Acquire easements for the Hubble Creek Utility Corridor and Recreation Trail Project
- ✓ Acquire easements for the East Main Street Water Line and Pavement Project
- ✓ Acquire easements for the Williams Creek Interceptor Sewer Project, Phase 2
- ✓ Acquire easements for the Water System Facility Plan Implementation Project, Group 2B

Building Maintenance Department

Brent Reid, Foreman

At the beginning of the year, I finished running all the wire on the 2nd floor of City Hall to replace obsolete digital control system with an Automated Logic Web control system. I ordered new furniture for City Hall and various public works offices. I oversaw the exterior painting of City Hall this fall, cleaned off the sidewalks during snow events, cleaned the parking lot, and sprayed weeds and the flower beds. I also attended all Board of Aldermen, Planning & Zoning Commission, and Zoning Board of Adjustment Meetings, and continued regular maintenance at City Hall.



Accomplishments for 2019

- ✓ Completed maintenance duties around City Hall.
- ✓ Finished 2nd floor insulation, web control router, and software retrofit of VAV boxes.
- ✓ Attended supervisors meeting, as well as Board of Aldermen, Planning & Zoning Commission, and Zoning Board of Adjustment Meetings.
- ✓ Removed snow and ice from City Hall.
- ✓ Cleaned carpet in City Hall.
- ✓ Painted the exterior of City Hall.

Projected Accomplishments for 2020

- ◇ Continue regular maintenance duties at City Hall.
- ◇ Attend all meetings.



Building and Planning Department

Janet Sanders, Building & Planning Manager

The first major task of the year was the completion and distribution of the Annual Report which is compiled by our Administrative Assistant, Ginger Earnest. This involves gathering reports from all departments, transposing them into a single cohesive format, and gathering pictures and newspaper articles to reflect the various events and projects throughout the year.

Early this year we switched our online map hosting to SEMO Regional Planning and have found it very user friendly. Maps can now be viewed in the field by utility departments with iPads and online through a link on our city website by the public.

Richard Kramer has also performed a complete overhaul of the formatting of our addressing in the mapping system in order to conform to the upcoming Zuerchers software to be used by JPD and 911 dispatch.



The addition of medical marijuana uses to our zoning code was a hot topic precipitated by a vote of Missouri residents and subsequent change in state regulations. Zoning classifications for medical marijuana dispensaries, manufacturing facilities and cultivation facilities were added in the locations found to be appropriate. Licenses for these facilities have not yet been issued by the state, but there is much competition for the licenses.

Throughout the year, as time allowed, I continued to map the burials in the Old City Cemetery. For this cemetery, the city has no burial records before 1886 or after 1911. It has been a challenging and fun project involving researching Missouri Death Records, funeral home records, old newspapers, a privately compiled grave stone inventory, and any other source I could find. I spent time photographing grave stones, GPSing their locations, and recording their information. By the end of the year the result should be viewable online on the City's website and data will continue to be added as additional documentation becomes available. We will never know the location of many of those buried in the cemetery or even have a complete list of those buried, but we will have a map of those we have been able to locate and a database of those whom documentation shows are buried in the cemetery.

The Historic Preservation Commission worked through the year on proposed design guidelines for a future Uptown Historic District. A grant application has been submitted for Historic Preservation Funds for a consultant to prepare a historic architectural study of an area of uptown to help determine appropriate boundaries for one or more uptown historic districts. Greg Yielding and Bob Schooley resigned from the commission and Autumn Pettit and Jeffrey Long were appointed to fill those positions. The historic preservation ordinance was amended to allow up to three alternate members to fill in when regular members cannot be present. Estelee Wood was appointed as the first alternate member. Terri Tomlin is now chair of that commission. We continue to keep our Certified Local Government status up to date via a required annual report.

Richard Kramer continues to serve as president of the East Central Chapter of Missouri Mappers and continues to be involved in organizing the annual regional GIS Symposium held in Cape Girardeau. He keeps our maps of parcels, streets, utilities, etc. updated on an ongoing basis and creates maps for special projects as requested.

Our two building inspectors, Steve Grant and Larry Miller provide all plan reviews and building inspections. Steve serves as lead plan reviewer on commercial projects and handles the majority of inspections. Larry reviews the vast majority of the residential plans, handles floodplain reviews, and fills in as staff liaison at meetings of the Planning and Zoning Commission, Zoning Board of Adjustment, and Historic Preservation Commission if I am unavailable.

I am back to serving on the Board of Directors of the Missouri Association of Code Administrators, having been elected as secretary at their Fall conference. I continue to serve as staff liaison for the Planning and Zoning Commission, Zoning Board of Adjustment, and Historic Preservation Commission, and attend most Board of Aldermen meetings to represent items related to these boards and to my department. My daily duties involve subdivision development, building code enforcement, zoning issues, etc.

On behalf of the Building and Planning Department, we all wish you a Happy New Year!

Accomplishments for 2019

- ✓ 2018 Annual Accomplishment books completed and distributed by Ginger Earnest.
- ✓ Online hosting of our GIS map moved from Horner & Shifrin to SEMO Regional Planning.
- ✓ IWorQ online use continues for city-wide work orders and tracking of citizen calls and visits.
- ✓ Working with iWorQ to develop online forms for submission of various permit applications.
- ✓ City Cemetery mapping project was ongoing throughout the year. A map of the known burial locations and a list of the names known buried in this cemetery are now available on the city's website.
- ✓ Working with property owners of approximately 70 acres in two large tracts north of Bent Creek Subdivision to find a way this property that has no public street access can be developed. Includes exploring annexation of properties north to County Road 302.
- ✓ Southern portion of the City Cemetery re-platted to remove 67 unsold cemetery lots plus part of 9 additional lots (279 grave spaces) to allow for construction of parking and a driving lane behind the new police station.
- ✓ Maps of known veterans' graves in both cemeteries updated for use by the American Legion in placing flags on veterans' graves on Memorial Day.

- ✓ GIS address database revised to conform with the upcoming Zuerchers software to be used by dispatch.
- ✓ Participated in discussions with Cape Girardeau County Assessor's Office and the City of Cape Girardeau GIS Department (Alliance) about the feasibility of sharing a GIS platform.
- ✓ Began scanning old building permits from the 1970s to the 1990s.
- ✓ Amended zoning code per state statute in July to allow medical marijuana uses in certain zones and at least 500' from any school, state-licensed daycare, or church (excluding storefront churches) measured as a straight-line distance from building to building.
- ✓ Zoning Board of Adjustment began review of 2015 International Property Maintenance Code for upcoming recommendation to adopt with amendments.
- ✓ Approximately 400 contractor licenses renewed by Ginger Earnest in June and July.
- ✓ Richard Kramer remained involved in organizing the East Central Chapter of Missouri Mappers' annual GIS Symposium in Cape Girardeau.
- ✓ Parcel, zoning, and utility maps continually being updated and special project maps created by GIS Technician Richard Kramer.
- ✓ Building Inspectors Steve Grant and Larry Miller reviewed approximately 278 plans of various types and performed approximately 1324 inspections
- ✓ A total of 679 permits of all types were issued in 2019. This number is much higher than last year due to the fact that we are now permitting our own city excavations and meter replacements by the Water Department.
- ✓ Mike Seabaugh was again elected chairman of the Planning and Zoning Commission. Tony Koeller was again elected secretary.
- ✓ Kevin Schaper was elected to another term as chairman of the Zoning Board of Adjustment.
- ✓ Greg Yielding resigned as chairman and member of the Historic Preservation Commission and Bob Schooley resigned as member. Autumn Pettit and Jeffrey Long were appointed as new members.
- ✓ The Historic Preservation ordinance was amended to allow up to two alternates in addition to the five regular members. Estelee Wood was nominated as the first alternate for this board.
- ✓ Terri Tomlin was elected chair of the Historic Preservation Commission and Tony Thompson was re-elected vice-chair.
- ✓ The Historic Preservation Commission developed design guidelines for a potential locally designated uptown historic district.
- ✓ An application was submitted for 2020 Historic Funds Grant for a matching grant to perform a historic architectural survey of 132 properties in a designated area within the original town of Jackson platted in 1814 and an 1880's addition to the town for

the purpose of determining appropriate boundaries for one or more future historic districts.

- ✓ Annual Certified Local Government report was completed and submitted to DNR.

2019 Major Subdivisions Completed:

None

2019 Minor Subdivisions Completed

- Resubdivision of Lots 60, 61, and 62 of Terrace Park Estates (2 lots)

2019 Subdivisions in Progress:

- Pioneer Orchard Ninth Subdivision (28 lots)
- McKendree Crossing Subdivision Phase 2 (40 lots)
- Haynes Estates Third Subdivision (1 lot)

2019 Rezonings:

- Unaddressed parcel at east end of Ridge Road north of 4002 Ridge Road and adjacent to I-55 (tax ID#15102000300600) from C-2 General Commercial and CO-1 Enhanced Commercial Overlay to R-2 Single Family Residential
- 2370 N. High St. from C-2 General Commercial to I-1 Light Industrial

2019 Special Use Permits:

- 2245 Old Toll Rd – service and education facility for individuals with disabilities in R-2 Single Family Residential District
- 211 N. Missouri St. & 207 Cherry St. – parking lot for new courthouse in R-4 General Residential District
- 2705 Hilltop Dr. – new property owner for existing communications tower site

2019 Building Permits – top five construction projects (calculated values based on ICC formula):

- 202 W. Jackson Blvd. – new police station - \$6,500,000.00
- 3003 S. Old Orchard Rd. – new Best Western Plus hotel - \$6,076,434.00
- 664 Broadridge Dr. – new memory care facility for Villas of Jackson - \$2,000,000.00
- 2600 E. Main St. – Southeast Health medical building - \$1,668,100.00
- 100 S. High St. – office remodel / add basement offices - \$500,000.00

Proposed Accomplishments for 2020

- ◇ Complete City Cemetery mapping project and publish map of all known burials online
- ◇ Find development option for 70 acres within the city limits north of Bent Creek that has been landlocked by private development
- ◇ Continue GIS map hosting with SEMO Regional Planning
- ◇ Begin mapping of old easement documents located in vault
- ◇ Revisions to Land Subdivision Regulations
- ◇ Richard Kramer will continue to serve on the Missouri GIS Advisory Council Outreach & Education Committee, and on the advisory committee for the Cape Girardeau Career and Technology Center and to participate in organizing the East Central Chapter of Missouri Mappers' Regional GIS Symposium.
- ◇ Janet Sanders will continue to serve on the Board of Directors of the Missouri Association of Code Administrators.
- ◇ Renewal of contractor licenses in June/July and throughout year as needed.
- ◇ Continue to update maps as needed.
- ◇ Provide input on FEMA map update process.
- ◇ Attainment of ICC certification by building inspectors.
- ◇ Work with developers and builders on new subdivisions, developments, and construction projects.
- ◇ Plan reviews and inspections as required for all construction projects.
- ◇ Continue ongoing training of all department personnel.
- ◇ Provide staff support for Planning and Zoning Commission, Zoning Board of Adjustment, and Historic Preservation Commission.
- ◇ Preparation of city-wide annual report.



Richard Kramer, GIS Technician



Ginger Earnest, Administrative Assistant



Steve Grant, Building Inspector



Larry Miller, Building Inspector

Cemetery Department

Joe Schreiner, Sexton

It has been a very productive year in the Cemetery Department. Boulder Construction was hired to build a new 18' x 18' gazebo for funeral services in our new cremation area. Liley Monument Company installed three columbaria with a total of 144 niches to be added in the cremation area. Jokerst, Inc. installed two new parking areas and they also milled and filled a section of road that had failed at Russell Heights. Zoellner Construction Company constructed our new 30' x 50' shop addition at Russell Heights, which will give us a lot more storage room and a place to park our trucks.

We had another busy year of mowing and trimming grass, completed two flower clean-up weeks, and planted a dozen new trees at Russell Heights. We also ordered and installed 13 new sign posts at the old cemetery to mark the walkways. Other maintenance duties included, but were not limited to, tree trimming, snow plowing, dirt work, seeding of grave sites, mulching leaves, selling lots, digging graves, and helping the public when they have questions. The new cremation area should open in 2020. We look forward to another productive year in 2020.

Accomplishments for 2019

- ✓ Continued year-round maintenance of cemetery grounds and equipment.
- ✓ Completed Spring and Fall flower clean-up.
- ✓ Conducted weekly departmental safety meetings.
- ✓ Purchased a new zero-turn mower for trimming around headstones.
- ✓ Planted a dozen new trees at Russell Heights.
- ✓ Boulder Construction built a new gazebo at Russell Heights for funeral services at our new cremation section.
- ✓ Three columbaria with a total of 144 niches were installed by Liley Monument Co.
- ✓ Jokerst, Inc. paved two new parking areas and also milled and filled a section of road at Russell Heights that had failed.
- ✓ Zoellner Construction Co. built us a new 30' x 50' shop addition at Russell Heights.
- ✓ Ordered and installed 13 sign posts to identify the walkways at the old cemetery.
- ✓ Get things organized and moved into our new shop building.
- ✓ We had 80 grave openings, 14 of which were cremations.
- ✓ Sold 44 grave lots.
- ✓ Marked off and supervised the setting of 46 new tombstones.

Projected Accomplishments for 2020

- ◇ Continue year-round maintenance of cemetery grounds and equipment.

- ◇ Complete Spring and Fall flower clean-up.
- ◇ Continue weekly departmental safety meetings.
- ◇ Get cremation area with columbarium's up and ready for sales and burials.
- ◇ Landscape around gazebo and cremation area.
- ◇ Sales of approximately 100 grave lots.
- ◇ Open approximately 100 graves for burial.



City Clerk's Department

Liza Walker, City Clerk

The first business day of the new calendar year was January 2, 2019, which started the first day that the Civic Center accepted reservations for park pavilions. The park pavilion rental fees are \$15.00 for residents and \$25.00 for non-residents, effective January 1, 2012, as approved by the Jackson Park Board. As of October 31, 2019, the total of the City's park pavilion reservations fees collected were \$5,315.00.

Our auditors, Beussink, Hey, Roe, & Stroder, L.L.C., completed the City's 2018 Audit, and the City achieved an excellent opinion on the annual financial report. The Independent Auditor's Report states that "our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards".

The Clerk's office continues to prepare City documents to be to be archived on the digitally formatted records management software which includes the minutes from the Board of Aldermen meetings, ordinances, and resolutions.

The staff is updating the old and new cemetery records on the City software system. Old and new cemetery deeds and deed transfers are also being scanning into the City software system. The City's website now offers cemetery maps of the Old City Cemetery and Russell Heights Cemetery to the public. Also, there is a search engine available for Russell Heights Cemetery to search alphabetically by name: of cemetery lots purchased and placement of burials. In 2019, the City took in approximately \$4,085.00 in receipts a month for the sale of the cemetery lots and the grave opening fees, compared to \$5,939.00 per month in 2018. The columbaria sales set to be implemented in 2020 will generate additional revenue for the cemetery.

City residential customers were charged the sum of six dollars (\$6.00) per month for the collection of three (3) trash bags per week. Each additional trash bag beyond the three (3) allowed, the resident would need to place an official sticker marked with the City shield purchased at City Hall for \$1.00 per sticker. The City received an average of \$855.50/month for the trash sticker receipts in 2019, compared to \$786.00/month in 2018.

In 2019, Michelle Spooler was the Municipal Judge of the 32nd Judicial Circuit Court. The Municipal Court holds two sessions a month starting at 12:00 noon on the third and fourth Wednesdays of each month. The third Wednesday court docket consisted of the arraignments for the unrepresented defendants, and the fourth Wednesday court docket was for the defendants with attorneys and for the trials. The Municipal Court fines and costs received by the City averaged about \$9,801.47 per month in 2019 and \$10,312.00 a month in 2018.

Court Clerk Wendy Seabaugh worked with the Police Department and City Attorney to establish procedures for processing and filing digital tickets.

The Municipal Court has implemented a method to allow traffic offenders to pay with a credit or debit card. The offender can log onto trafficpayment.com to pay their ticket online. The information for this option is included on their payment envelope. TrafficPayment.com adds a convenience fee to the customer's fine for their service, and then forwards the full amount of the fine to the City's bank account. Court Clerk Wendy Seabaugh has also set up a link on the City's website, www.jacksonmo.org, under the Municipal Court section, to direct the client to pay online.

The General Municipal Election was held which included the filing of candidates for the Mayor and Aldermen.

The most recent codification revision of the City Code Book is Supplement #18, which will include all ordinances that were approved up to October 31, 2019, by the Board of Aldermen. The City has implemented OrdBank with our codifier, Municipal Code Corporation. This online service will post each ordinance between the supplements, which are approved by the Board of Aldermen within 48 hours of submittal. Once the supplement is completed, the ordinances will be linked in the OrdBank and within the 'History Note' section of the application.

The City has a link from our website to the City Code that includes a search engine that offers suggestions to refine your searches. You can locate our City Code (and other Missouri cities' codes) directly on the Municipal Code Corporation's website at www.municode.com. We also have the City Code available electronically on our main server here at City Hall.

Accomplishments for 2019

- ✓ The most recent codification revision of the City Code Book is Supplement #18, which will include all ordinances that were approved up to October 30, 2019, by the Board of Aldermen. The City has implemented OrdBank with our codifier, Municipal Code Corporation. This online service posts each ordinance between the supplements, which are approved by the Board of Aldermen within 48 hours of submittal. Once the supplement is completed, the ordinances are linked in the OrdBank and within the 'History Note' section of the MuniCode website.
- ✓ Records which have met their retention life were destroyed in compliance with the guidelines according to the Missouri Secretary of State's Record Retention Schedule.
- ✓ Continued to provide service for all Municipal Court related issues from receipting fine payments to documenting all monthly court proceedings. Revised the City's court procedures to comply with the new Missouri Supreme Court order updating Rule 37.04 Appendix A entitled Minimum Operating Standards for Missouri Courts: Municipal Divisions. Staff has continued to allow traffic offenders to pay with a credit or debit card. The offender can log onto trafficpayment.com to pay their ticket online.

- ✓ Staff continued to prepare City documents to be archived on the digitally formatted records management software including minutes from the Board of Aldermen Meetings, Ordinances, and Resolutions and have a scanner dedicated to this process.
- ✓ Staff continued to update cemetery records on City software system and prepare the City's website with cemetery maps of the Old City Cemetery and Russell Heights Cemetery. Copies of deeds and deed transfers are now being scanned into the City software. Also, a search engine is available for Russell Heights Cemetery to search alphabetically by name of cemetery lots purchased and placement of burials.
- ✓ Monitored the City's bank accounts and investments for the best possible benefit to the City.
- ✓ The City's 2018 Audit was completed by the auditors, Beussink, Hey, Roe, & Stroder, L.L.C., and the City achieved an excellent opinion in the annual financial report. The Independent Auditor's Report states that "The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards".
- ✓ City Clerk/Treasurer Liza Walker served as a member of the Southeast Missouri City Clerks and Finance Officers Association, a member of the Missouri City Clerks and Finance Officers Association, and a member of the International Institute of Municipal Clerks.
- ✓ Implemented debit/credit card payment capability for customers for most services including trash stickers, cemetery lot and grave opening receipts at City Hall, and for park pavilions rentals at the Civic Center.
- ✓ Implemented a public computer with the capability of debit/credit card payments for customers for services including utility payments and traffic ticket payments.
- ✓ Implemented the iWorQ System as a process for tracking and recording incoming calls to City Hall and creating work orders.
- ✓ Safety updates accomplished weekly.
- ✓ Court Clerk Wendy Seabaugh served as President of the Regional Chapter (SEMOMACA) of Missouri Association for Court Administration (MACA) and conducted quarterly meetings with area court clerks to help with continued education and ideas to help operate court effectively and efficiently.

- ✓ Municipal Court was held on the third and fourth Wednesday of each month at noon with the appointed Municipal Judge of the 32nd Judicial Circuit Court Michelle Spooler. The third Wednesday court docket consisted of the arraignments for the unrepresented defendants, and the fourth Wednesday court docket was for the defendants with attorneys and for the trials.
- ✓ Court Clerk Wendy Seabaugh implemented the procedures for processing and filing of digital tickets with Police Department and City Attorney.
- ✓ Municipal Court worked to give online access to information about pending cases, outstanding warrants and scheduled dockets as outlined in the Supreme Court Rule 37 and also posted information regarding defendant's rights in court on the City Municipal Court web page.
- ✓ Established a General Revenue Account for Municipal Court as required by Supreme Court Rule 37.04 Appendix A and established internal control procedures to maintain monthly account safety.

Projected Accomplishments for 2020

- ◇ Disposal of records that are past the Missouri's General Records Retention Schedule requirements.
- ◇ Prepare the codification of Supplement #19 revision of the City Code Book to include the ordinances that were approved during the year by the Mayor and the Board of Aldermen.
- ◇ Develop an Investment Policy to apply to the internal and external management of the City funds.
- ◇ Continue to prepare City documents to be archived on the digitally formatted records management software.
- ◇ Continue with weekly safety updates.
- ◇ Strive to provide the highest level of customer service to the community and to include electronic conveniences for our City staff and customers.
- ◇ Municipal Court will continue to be held on the third and fourth Wednesday of each month at noon with the appointed Municipal Judge of the 32nd Judicial Circuit Court Michelle Spooler. The third Wednesday court docket will consist of the arraignments

for the unrepresented defendants and the fourth Wednesday court docket will be for the defendants with attorneys and for the trials.

- ◇ Obtain training and attend appropriate conferences in related areas as needed.
- ◇ Continue to provide service for all Municipal Court related issues from receipting fine payments to documenting all monthly court proceedings. Continue to check active court warrants with inmates serving time in MO Department of Corrections.
- ◇ Continue to strive for an excellent annual financial report on the City's 2019 Audit by our outside auditors.
- ◇ Continue to review the Buchheit Tax Increment Financing Program (TIF) quarterly for transfers from the City Sales and Transportation Sales Tax; and from Cape Girardeau County Sales Tax and Prop 1 Tax. The City and County real estate taxes are reviewed annually for allocation to the TIF fund.
- ◇ Conduct the filing of candidates for aldermen according to the required State Statutes regulations and prepare the ballots for any other Elections approved by the Mayor and Board of Aldermen.
- ◇ Continue the scanning of old Cemetery deeds and deed transfers into the City software.



City Clerk's Department: Wendy Seabaugh, Court Clerk; LaDonna Glenn, Customer Service Representative/Accounts Receivable; Liza Walker, City Clerk

Civic Center

Jason Lipe, Manager

2019 was a busy year with over 1,300 entries on the calendar for the Jackson Civic Center. The fourth year of operation brought about new events that complemented recurring events from previous years. The Civic Center continues to be a popular location for birthday parties, bridal showers, wedding receptions, class reunions, banquets, pickleball, fitness walking, basketball, Yoga, and Tai Chi. 2019 brought about an increase in revenue from facility rentals, as well as daily entries. The Civic Center continues to meet a growing need for large-scale events for civic and not-for-profit groups. The increase in allowable events in the gymnasium has helped meet this need, as well as generate additional revenue.

Accomplishments for 2019

- ✓ Sold 7,500 daily entry passes.
- ✓ Totaled 487 reservations with an attendance total of over 30,000.
- ✓ Brought in over \$56,000 in rental revenue.
- ✓ Continued to host the Jackson Chamber of Commerce's monthly Business Breakfasts, Leadership and Development program and Business Leadership Series, and Women's Impact Network luncheons.
- ✓ Hosted the Community Outreach Board's annual Touch-A-Truck event and the inaugural Halloween dance.
- ✓ Expanded the fitness class offerings to include an additional Tai Chi class and Yoga classes.

Projected Accomplishments

- ◇ Storage facility
- ◇ Additional parking



Collector's Department

Debby Lohman, Collector

Utility collections and customer inquiries require the majority of our time. We have lots of questions, comments, and complaints daily, in-person, by email, and over the phone. We do have more and more customers going to email delivery of bills and our auto-pay program grows every month. Direct-pay by larger customers has also grown. These all help cut down on the cost of processing payments and postage.

We still take most of our payments by check or cash, but those methods continue to diminish as customers go to electronic methods. A new payment method will be available after the beginning of 2020 that allows customers to view their account balance and billing history online. They will also have the ability to pay their bill through this interface. This new feature will help provide a guide for proper payment at the customer's convenience.



Auto-calling for bill reminders have proven to be very effective for delinquent bills, high water notifications, and past-due collection efforts.

Business license collections continue. More and more licenses have been for vendors as the popularity of local events draw in more craftsmen, artists, and food vendors.

Work orders remain steady in Jackson as the city keeps growing and lots of customers are now tenants instead of property owners. Work orders are now sent to the electric department by email attachment for instant notification.

Technology continues to change how we handle every aspect of our jobs. It allows us to provide more efficient service to an increasing customer base.

Accomplishments for 2019

- ✓ Sorted and mailed utility bills, applied deposits to final bills, and processed \$33,157.25 business license payments.
- ✓ Created annual report for Missouri Low Income Heating Energy Assistance Program.
- ✓ Received, sorted, and posted proper \$22,765,981.70 in payments from all sources including checks, cash, auto pay, bank transfers, on-line credit cards and card payments in person and over the phone.
- ✓ Generated over 3400 work orders from January to December, 2019.

- ✓ Provided daily customer service, processed work orders, and bill collections in person, over the phone, by email, and fax.
- ✓ Balanced all utility accounts, bank statements, and payments for the year, distributing to necessary bank accounts. This includes all collections for utility bills, business and contractor licenses, trash stickers, Customer Relocation Administrative fees, returned check charges, and deposits.

Projected Accomplishments for 2020

- ◇ Continue to encourage and provide instructions to customers to participate in automatic withdrawal for bill payment, pay online through their bank's website, or make payment by credit and debit cards online.
- ◇ Promote the new online utility account access for customer review and payment initiation.
- ◇ Promote utility ebilling to save postage and paper costs.
- ◇ Attend GWorks and customer service training events and seminars.
- ◇ Cross-train and update departmental procedures handbook.



Alicia Wolfenkoehler
Customer Service
Representative



Lisa Beussink
Customer Service
Representative

Electric Distribution Department

Don Schutte, Director of Electric Utilities

Once again, the City of Jackson's electric utility received national recognition for achieving exceptional electric reliability in 2018 from the American Public Power Association.

The Association helps members track outage and restoration data through its subscription-based e-Reliability Tracker service and then compares the data to national statistics tracked by the U.S. Energy Information Administration for all types of electric utilities. This recognition helps demonstrate public power's commitment to reliable electric service. Public power has a strong track record of reliability. Nationwide, the average public power customer has their lights out for less than half the time, compared to other types of utilities.



The City's electric departments are proud to receive this national recognition. It is a testament to the hard work by all of our staffs to ensure that the lights stay on for all our customers.

On June 21st, at approximately 4:30 pm, the city experienced near tornado type storms that caused severe damage to both the transmission and distribution electric lines. At one time the whole city was completely dark, but within 20 minutes our crews started to restore power to the west and industrial substations thus returning confidence to our customers that we were on duty and performing restoration tasks. Other stations would begin coming online piece by piece and circuit by circuit throughout the night and early morning. Mutual aid crews were requested and the first crews started rolling in about 10:30 pm that same night. Our crews work alongside our mutual aid sister utilities for four days and nights to restore power to our customers. Poplar Bluff, Rolla, St. James, and Waynesville all sent crews to assist with getting our system back up and operational. Considerable damage was caused and a lot of very old trees were destroyed during the storm. Long days and nights were the norm and not just with the electric crews but with all the other department that came to the electric department's aid. As typical with any disaster, all departments come together for the greater good of our community. Special thanks are extended to them for their assistance, including the Street, Water, Police, Fire, Solid Waste, Wastewater, and Public Works Departments, to name a few.

Before and after the storm, our utility crews have been extremely busy with multiple distribution line extensions which includes new primary underground residential distribution, commercial primary underground distribution, industrial primary underground distribution, and overhead primary distribution to serve our customer's needs. The crews worked to relocate the existing overhead electric line which crisscrosses the proposed roundabout at East Main Street and Shawnee Boulevard.

Poles and lines were demolished and new poles were relocated and installed along North High Street to make way for the new turn lane for southbound traffic on North High Street, a MoDOT project. After MoDOT finished this project, our crews installed 14 new LED lights along the route. Additional lights will be installed further out as materials and time allows.

Early in the year our crews had to relocate and reconfigure our circuits uptown by the new court house after it was discovered that the approach distance from the existing overhead power lines and the newly constructed courthouse would not meet NESC code for clearances. The circuit was split at the west side of the new court house to provide a dead section so the contractor could continue their construction work without delays. The contractor agreed that they would install an underground dip at the conclusion of the project to reestablish the circuit loop at that location. This work is yet to be completed by the contractor but the need to relocate is very apparent now as the building is less than three feet from where the existing lines would have been.

Design work and bidding for the proposed MoDOT DDI Project will require relocation of one of our 34.5 KV transmission line poles and three of our distribution poles along Birk Lane. The biggest hurdle on this project will be the transmission line pole which is at the bottom of the hill on the westbound East Jackson Boulevard and South Old Orchard Road. The relocation requires a construction platform to be constructed to accommodate line trucks to be able to install the new steel pole at the new approved location. The pole must be relocated during the cooler part of the year in order for us to be able to take that transmission feeder out of service due to thermal load concerns on the WED 73 feeder. Once the pole is completed the work platform will be removed and we will be out of MoDOT's way.

Two new historic lights were installed at the corner of South High Street and West Adams Street. This build out was done to provide a starting point for any future lights to be installed from this point going south on South High Street. The lights provide great illumination for this intersection.

A new 34.5 KV transmission line is in final design presently and will extend from the Power Plant Substation to the West Substation; this line will also serve the transmission needs of the new North Substation. This transmission line will also provide a much-needed loop of our present 34.5 transmission system to aid in emergency switching and thermal load management of the entire system. We are currently seeking the easements for this project, as well.

The yearly tree trimming and vegetation management program focused primarily on the west side of Jackson this year. A few "dangerous or threatening" trees were also removed along with some other trees that were determined to be a problem for the future 34.5 KV transmission line that is currently in final design and expected to be bid out as soon as the required easements along the route are secured. Removing these trees also helps increase our reliability by removing these aging trees before they fall into the lines and cause major outages.

Preventative maintenance was performed on various parts of the system, from replacing 45 poles, replacing defective transformers, installation of new primary URD after damage, pulling oil samples to test the DGA of the transformers, and testing of commercial customer meters.

The electric crews also provide temporary electrical services and support for multiple community events this year, including Touch-A-Truck, Homecomers, Cruisin' Uptown Jackson, Jackson in Bloom, Octoberfest, Holiday Extravaganza Lighting Program, UJRO Christmas Lights, just to name a few. Our crews also helped with filling absences in other departments when our schedules would allow including "Clean Up/Fix Up Week" for the trash department. All of our crew members provided aid in one way or another to achieve the successful outcome for these events.

Our biggest hurdle that we are currently facing is the retention of journeyman lineman. As we train and develop these individuals from apprentices to the completion of a US Department of Labor, certified journeyman lineman the IOUs (Independently Owned Utilities) take notice of these individuals and hire them away from our crew. It takes four years for us to develop these individuals and a lot of time and money is expended. We must be training these individuals very well as shown by the attraction of the IOUs to hire them. It is critical to develop a plan to retain these individuals in the future as the remaining linemen are approaching retirement age, as well.

With any rapidly growing utility, we will have growing pains along the way as we strive to provide the best possible service to our customers and our community. When Mother Nature brings out her worse, we respond by bringing out the best in all of our city crews. Thanks to all the city crews for the help and aid provided throughout the year to the Electric Departments.

Accomplishments for 2019

- ✓ Replaced damaged URD primary on Donna Drive.
- ✓ Extended and installed distribution URD on and along Ridge Road and North Lacey Street.
- ✓ Installed commercial electric service at 2360 North High Street.
- ✓ Reconfigured overhead distribution along North Missouri Street for Cape Girardeau County Courthouse.
- ✓ Extended and installed URD for the new courthouse.
- ✓ Installed new commercial electric service to 2927 East Jackson Boulevard.
- ✓ Installed new commercial primary URD for Jackson Villas.
- ✓ Reworked, replaced, and relocated poles for roundabout project at East Main Street and Shawnee Boulevard.
- ✓ Extended and installed new primary URD along Harmony Lane.
- ✓ Extended and installed new primary URD for new hotel project on South Old Orchard Road.

- ✓ Installed new URD for apartments on Broadridge Drive.
- ✓ Extended and installed new 3 phase primary distribution URD for Midwest Sterilization.
- ✓ Relocated primary URD for Police Station to clear site for the new building.
- ✓ Extended and installed new primary distribution URD for the new Southeast Hospital.
- ✓ Completed tree trimming project on the west side of town and removed a few other trees to help clear the way for the future 34.5 KV line between the West and Power Plant Substations.
- ✓ Kept all URD and overhead electric system maps updated.
- ✓ Worked four days to repair storm damage in June caused by down burst and straight-line winds.
- ✓ Replaced damaged URD primary on South Shawnee Boulevard.
- ✓ Installed Tantalus AMI meters and four collectors and 20 repeaters.
- ✓ Completed 3 phase meter testing of all commercial customers.
- ✓ Replaced 45 dilapidated or damaged utility poles to date.
- ✓ Completed 21 service upgrades.
- ✓ Installed 56 new permanent services.
- ✓ Installed six new commercial services. (3 Phase)
- ✓ Replaced 11 bad or damaged transformers.
- ✓ Pulled DGA transformer samples for all substation transformers.
- ✓ Performed monthly meter reading duties.
- ✓ Performed monthly delinquent disconnections.
- ✓ Received APPA Excellence in Reliability Award for 2018, this is the 4th time we have received this national recognition.
- ✓ Modified and installed electric heaters for the newly constructed park bathroom.
- ✓ Hired two new apprentice linemen to replace a journeyman lineman and one trainee that dropped from the program.
- ✓ Provided aid to Sanitation Department to fill absences as need throughout the year.

- ✓ Provide temporary electric service for multiple event throughout the year, including Touch-A-Truck, Homecomers, Cruisin' Uptown Jackson, Jackson in Bloom, Oktoberfest, Holiday Extravaganza Lighting Program, and UJRO Christmas Lights.
- ✓ Pretreated electric lines prior to ice events.
- ✓ Provided additional help to any other department, as required or requested.

Projected Accomplishments For 2020

- ◇ Kimbeland lift station upgrade.
- ◇ Extend and install primary URD to the proposed new Domino's Pizza site on East Main Street.
- ◇ 34.5 KV Transmission line easements and construction from Power Plant to West Substation.
- ◇ Provide temporary electric service for multiple event throughout the year.
- ◇ Expand and install Tantalus AMI meter network.
- ◇ Relocate electric utilities for the MoDOT DDI Project, as necessary.
- ◇ Complete the relocation of overhead lines along North Missouri Street to URD so the distribution loop will be back in service.
- ◇ Install new primary service to the new Jackson Police Station.
- ◇ Provide exceptional service to all our electric utility customers as demonstrated and recognized by past APPA national recognitions.
- ◇ Tree trimming on the east side of town.
- ◇ Complete pole ground line inspections on 73 transmission feeder line.
- ◇ Construct new three phase distribution line along South Farmington Road to JIDC property.
- ◇ Complete Long-Range System Study.
- ◇ Complete System Coordination Study.
- ◇ Secure easements for 34.5 KV line loop.

- ◇ Begin construction of 34.5 KV line loop once easements are secured.
- ◇ Complete substation and protective relay testing.

Engineering Department

Clint Brown, Staff Engineer

The annual programs, including the Asphalt Pavement Improvement Program, the Concrete Pavement Improvement Program, and the Sanitary Sewer Lining Program were all completed successfully once again this year. The Concrete Pavement Improvement Program was awarded to Mike Light Cement Finishing, Inc. and included refurbishing concrete panels throughout the City that were declared unsatisfactory. These areas included patches and repairs on Oak Street, Rolling Fields Drive, Ashbury Court, Broadridge Drive, North West Lane, Bent Creek Drive, Old Hickory, and Hermitage Drive. This project also included the reconstruction of ADA ramps up-town at the intersection of South High Street and West Adams Street.



The Asphalt Pavement Improvement Program was awarded to Jokerst, Inc. and included overlaying and repairing patches at full-depth on streets throughout the City that were declared unsatisfactory. These areas included full-depth patches on Old Toll Road, North Russell Avenue, Daisy Street, West Adams Street, Ridge Road, Bainbridge Road, Old Cape Road East, Sawyer Drive, Union Avenue, Florence Street, and Hilltop Drive. Also included was a complete reconstruction and overlay of portions of North Russell Avenue, Daisy Avenue, and West Adams Street. To ensure the sustainability of previous overlays, Reclamite Rejuvenator was applied to the asphalt portions of both South Farmington Road and West Mary Street.

The Sanitary Sewer Lining Program was performed under an Existing Cooperative Purchasing Agreement and was awarded to SAK Construction, LLC. This project included installing cured-in-place pipe (CIPP) in approximately 3,500 linear feet of sanitary sewer mains. These areas included mains in the areas of Parkview Street, South Shawnee Boulevard, Crow Street, Apache Drive, Kiowa Trail, Berchman Street, Kent Street, North High Street, and Greensferry Road.

This year also saw extra asphalt pavement construction on Greensferry Road under the Asphalt Rehabilitation Project. This project was awarded to Jokerst, Inc. and included repairing areas that were previously worked on under last year's Water System Facility Implementation Program. This project also addresses failing pavement on Greensferry Road just north of Deerwood Drive.

The Water System Facility Plan Implementation Project continued this year as well. This project began in 2016 with the approval from the citizens of Jackson to increase the bonding capacity to let bonds to fund this program. Horner & Shifrin was selected as the engineering firm for Phase 2 of this project. Phase 2A was designed, let, and construed this year. Nip Kelley Equipment Company, Inc. was awarded the project that would upgrade the water mains from diameters of

four-inches to diameters of eight-inches to help increase the flowrate of the water in these areas. The areas where work was performed included Old Cape Road, Knox Street, Colorado Street, Jackson Trail, and Grandview Drive.

The intersection of East Main Street and Oak Hill Road saw a capital improvement project come to fruition. The intersection was reconstructed to create better alignment for traffic signals that were installed as part of the project. Fronabarger Concreters, Inc. was awarded the project. A significant amount of grading work was required for this project, with the borrow site being near the recreation trail at the Civic Center.

The recreation trail near the Civic Center saw a steady influx of soil erosion, creating a continual mess on the walking trail. To solve the problem, the trees in the area were removed and the eroding hillside was regraded, with the excess material being used in the traffic signal project at Oak Hill Road. Also included with this project was the installation of a level wall, which will help prevent any further erosion problems in the future and will also add to the value of our Municipal Separate Storm Sewer System (MS4) permit.

Also in the park, a project consisting of grading and constructing a ballfield, parking lot, and ADA access path near the Veteran's Memorial at Brookside Park was implemented. This project was submitted for funding to the Land and Water Conservation Fund for a grant opportunity. The grant was awarded for the project, and the design is anticipated to be completed this year by staff. Extensions to the walking trail were also added near the softball fields in the main City Park to give better access to the newly installed restroom facility in the area.

The Cemetery saw a couple of projects come out of Engineering this year; one being the construction and installation of a new gazebo to serve as a gathering area for the soon to be installed columbaria. The gazebo was construed by Boulder Construction. The Cemetery also had a new maintenance building installed near the existing maintenance building. This building was installed by Zoellner Construction and will assist the department for the storage of vehicles and equipment during the off-season. The Cemetery also saw the addition of a parking lot near the columbaria and an extension of their existing parking lot for maintenance workers to use.

Accomplishments for 2019

- ✓ Water System Facility Plan Implementation Project, Phase 2A
- ✓ Annual Asphalt Pavement Improvement Program
- ✓ Annual Concrete Pavement Improvement Program
- ✓ Annual Sanitary Sewer Lining Program
- ✓ Russell Heights Cemetery Gazebo Construction Project
- ✓ Russell Heights Cemetery Storage Building Construction Project

- ✓ Asphalt Rehabilitation Program (Greensferry Road)
- ✓ ADA Path Improvement Project
- ✓ Municipal Separate Storm Sewer System (MS4) Bi-Annual Report
- ✓ Oak Hill Road/East Main Street Intersection Improvement Project
- ✓ Civic Center Recreation Trail Erosion Control Improvements

Projected Accomplishments for 2020

- ◇ Complete the Brookside Park Ball Field Development and ADA Path Design & Implementation Project
- ◇ Complete the Park Shelter No. 5 Replacement Project
- ◇ Complete the construction of the new Police Station Facility Project
- ◇ Complete the East Main Street/Shawnee Boulevard Roundabout Project
- ◇ City Stormwater Consultant – Complete the review of Ordinances, Policies, and Grant Research
- ◇ Complete the Bridge Engineering Assistance Program and implement a Bridge Facility Maintenance Plan
- ◇ Complete the Annual Asphalt Pavement Improvement Program
- ◇ Complete the Annual Concrete Pavement Improvement Program
- ◇ Complete the Annual Sanitary Sewer Lining Program
- ◇ Complete the Asphalt Rehabilitation Project (Farmington Road)
- ◇ Complete the Water System Facility Plan Implementation Program, Phase 2B
- ◇ Complete design and begin construction of the Civic Center Parking Lot Addition

Fire Department

Jason Mouser, Fire Chief

We cannot have a great department without great people working for us. I would thank and acknowledge the fine individuals within our organization that are very service-minded individuals and we are so fortunate to have working for you within the fire/rescue department.

Fire Chief Jason Mouser

Deputy Chief/Fire Marshal Randy Davis Deputy Chief of Operations Sean Mitchell

Administrative Assistant Fay Reiminger

Captain/ Medic Greg Hecht	Captain/EMT Tyson Medlock	Captain/EMT Sam Herndon
Captain/EMT Rob Greif	Captain/EMT Justin Farrar	Captain/Medic Ryan Davie
FF/EMT Michael Gentry	FF/EMT Justin Angle	FF Donnie Shaw
FF/EMT Stetson Proffer	FF/Medic Ron Kiplinger	FF/EMT Brad Biri
FF/EMT Brock Austin	FF/Medic Tim Bleichroth	FF/EMT Dalton Abernathy
FF/EMT Eric Ramos	FF/EMT Brandon Page	FF/EMT Blake Stone

As promised from the Public Safety Sales Tax, we created a position to oversee the fire training program. We promoted Sean Mitchell from Captain to Deputy Chief of Operations in May of 2019. His responsibilities are to oversee the Training Division and the Emergency Operations of the fire/rescue department. Chief Mitchell is also now supervisor of the captains and continues his responsibilities of special operations leader and in charge of communications. Randy Davis is now Deputy Chief of Administration/Fire Marshal. His responsibilities are overall community risk reduction programs, which include: Plan reviews, inspections, public education, pre-incident planning, and fire investigations. We had a Captains position open from late 2018 and with the promotion of Chief Mitchell we conducted a promotional process. After the process was complete, we promoted Justin Farrar and Sam Herndon as Company Officers. They will do a remarkable job leading their respective crews and setting a good example within the department.

In 2019, we had a pair of firefighter positions to fill with one resignation and one created with Captain Herndon's promotion. We hired Brock Austin and Eric Ramos off our part-time roster. These gentlemen are fine young men and will do the community proud as they are doing well in fitting in with the department and learning a lot each and every day. After conducting a hiring eligibility test, we hired five new part-time employees in Chris Hamlett, Dalton McCormick, Matt Jahr, Donnie Shaw, and Jeff Gunnels in September. They began orientation in September,

started pulling vacation shifts in October, and are now eligible to respond to first alarms within the city. Our other dedicated part time employees are Matt Hamlett, Justin Barkley, and Walt Biri.

Our big project in 2019 was a major radio upgrade. Communication in the public safety field is so important to ensure the safety of our personnel and to ensure a positive outcome in any tense situation. We made the decision to go to the statewide radio network. To do that, we had to purchase a completely new fleet of mobile and handheld radios. This was about a \$325,000 project. We purchased 30 pagers, 26 portable radios, 11 mobile radios and five vehicle extenders. It included a lot of coordination with the state by adding two additional frequencies and a lot of installations and programming for us. We went live on the new radio network in July. It has been a tremendous improvement and we believe will be much safer for our personnel. We greatly appreciate the support for these safety upgrades.

We respond to 1,300-1,500 calls a year and whether it is an EMS call, technical rescue, fire, or Haz-Mat, no one call is alike. This is why training is always at the forefront of what we do. The Insurance Service Office (ISO) requires that all firefighters conduct a minimum of 192 hours per year in Company Level Training, eight hours of Haz-Mat, 12 hours of Officer Training for Company officers, and 12 hours of Driver Training per year to fully comply with the ISO. All of our firefighters are required to be Emergency Medical Technicians at a minimum we are very fortunate to have five career personnel that have gone above and beyond by obtaining their paramedic certification. Officers are also required to be Emergency Medical Technicians, Fire Service Instructors, Fire Service Investigators, and Fire Service Inspectors. Below is a chart on the certifications, CEU hours required, and how many personnel have these certifications to give you an idea of the amount of training that these guys have to continue to maintain.

Certification	CEU hours required	# of personnel that hold
EMT-B	100 hours every 5 years	16
EMT-Medic	176 hours every 5 years	5
CPR	6 hours every 2 years	21
Car Seat Technician	6 hours every 2 years	7
Fire Service Instructor	24 hours every 3 years	12
Fire Service Investigator	30 hours every 3 years	8
Fire Service Inspector	30 hours every 3 years	6

This year we had one more employee get certified as a car seat technician, to be able to assist in properly installing car seats for residents of Jackson. We now have seven car seat technicians on staff. We had four paramedics attend Advanced Life Support refresher class. This is a five-

week program for CEU's to maintain paramedic license. We held a one-day class on Pediatric Advanced Life Support class for our five Paramedics. We had 12 personnel attend an in-house EMT refresher for the EMT basic responders we have on staff. This is a three-day refresher to maintain CEU's.

In 2019, the fire department has over 6,355 total personnel contact hours of logged training time. This is made up of classes attended away from Jackson, National Fire Academy, quarterly department training, and most on-duty company level training.

We had several individuals attend some outside grant classes to better prepare them for local events. Captain Greg Hecht attended an Applications of Leadership and Culture of Safety Class at the National Fire Academy. Deputy Chief Mitchell attended a Command and Control of Natural and Manmade Disaster class at the National Fire Academy. Firefighter Ron Kiplinger and Captain Greif attended the National Fire Academy in 2019.

We hosted a multitude of classes in 2019, including the National Weather Service weather spotter class, Statewide Interoperability training, 12-hour Incident Safety Officer, 12-hour Health and Safety Officer, 16-hour Vehicle Rescue Technician, and the 40-hour Swift Water Rescue Class.

We conducted two in-house classes for Jackson Fire Personnel only. We held a live burn 1403 instructor class for all personnel. We also conducted a Fire Officer 1 class in which five personnel attended and are awaiting state certification.

We had four personnel attend a two-day P Rescue class. We had three personnel attend a three-day intensive ice rescue training.

All of this training is in addition to the daily in-house company training that all crews are expected to complete throughout the week. All personnel have to be ready to respond to any and all hazards at any given time throughout their 24-hour shift. Seconds matter and personnel have to be able to make split second decisions to ensure a positive and safe outcome during any specific incident.

We continue to be a part of the Region E Homeland Security Response Team. We have 12 members from our department along with members from Sikeston DPS and Cape Girardeau Fire that make up this team. It is an all hazards response team and can be deployed anywhere throughout the state. We come together as a group every third Wednesday of every month and train on different scenarios in which we may be deployed. HSRT trainings in 2019 consisted of: Confined Space Rescue, Water Rescue, Structural Collapse Rescue, Swiftwater Rescue, Boat Operations, Haz-Mat Response, Outdoor Search and Rescue, and High Angle Rescue. We participated in a full-scale exercise at Cape involving a structural collapse incident. We had 12 mannequins and six live victims in rubble. We invited Missouri Task Force One to participate and they flew in on Chinook Helicopters and three Civil Support teams drove in from three different states to participate over two days of training. This team has done some remarkable things over the last couple years. We will continue in the coming years to apply for grants to

help sustain this team and the cities involved will continue to support us to provide aid throughout our region.

This team was awarded \$36,751 from the Regional Homeland Security Oversight Committee to purchase equipment for the needs of the HSRT team that we will also be able to use at the local level. Equipment to be purchased is updated gas monitoring equipment and building collapse equipment. The team also applied and was awarded a grant for \$268,800 to conduct training to certify 30 personnel in outdoor search and rescue, hazardous material technician, confined space rescue, trench collapse rescue, swift water rescue, structural collapse rescue, and rope rescue. This grant will cost the city only \$8,900.

We received a grant through the Emergency Management Preparedness Grant (EMPG) in the amount of just over \$14,245 that was used for maintenance on the storm sirens. We were able to replace some batteries for the storm warning sirens with some repairs and preventive maintenance. It also covers 7.5% of the Emergency Managers salary and benefits. We also budgeted within the grant to pay for 50% of the cost to consolidate the reprogramming of the city of Jackson and Cape County storm sirens. We will be operating them off of a joint platform to provide a more redundant system. The emergency manager will now have the ability to sound the sirens from the field as well as monitor the sirens 24/7 to ensure that the system is operational.

To keep up with the latest trends and continued networking with peers, Deputy Chief Davis, Deputy Chief Mitchell, and I are active in various committees and groups such as: MO Fire Chief Association, International Fire Chiefs Association, MO Fire Marshal Association, MO Fire Sprinkler Coalition. We are also member of local organizations such as: Local Emergency Planning Committee (LEPC), Infectious Disease Task Force, Regional Homeland Security Oversight Committee (RHSOC), Region E Fire Mutual Aid System, Emergency Management Action Committee (EMAC), Cape County 911 board, Cape County Firefighters Association (CCFFA), SEMO Emergency Management Association, and the Jackson Area Chamber of Commerce. Chief Mouser is the Fire Chief Representative on the RHSOC Board and Vice Chair of the Local Emergency Planning Committee. Deputy Chief Mitchell is the HSRT representative on the RHSOC Board and Secretary on the Cape County Firefighters Association.

Public education is such an important activity that we do every year. We talk to all of the kindergarten classes in the Jackson public and parochial schools about fire safety, exit plans, smoke detectors, and stop drop and roll. We put on our turn-out gear for the children to show them that we look different if we have to come in and find them in a fire. It leaves such an impact on these kids. We work with the schools and monitor their fire drills. Our child safety seat checks are a popular program as we checked or installed around 50 car seats this year. We hosted the Cape County Health Department to give drive-thru flu shots this October and had over 77 shots given. We provided stand-by or participated at various events such as: Independence Day at the park, Homecomers, Oktoberfest, home football games, Touch-A-Truck, Rockin' the Rock Garden, and Cruisin' Uptown Jackson.

We kicked off a Home Fire Safety Program, where residents can call in and the fire department will come to your house and not only check and/or install smoke alarms but go over general fire safety in the home. We have averaged about 4-5 homes per week in the first month of the program. We certainly strive to be visible for the citizens of Jackson at different community events throughout the year.

We continue our effort to move forward to build a 9/11 memorial in front of the Station #1 complex. It will feature pavestones in the shape of the pentagon with a pair of 6-foot granite towers with the 343 names of the firemen that died in the World Trade Center attack. We will hope to have benches with 9/11 information pieces on them. We will have three flag poles honoring our state, nation, and profession. We will have a walkway leading from the parking lot to the memorial. We have raised over \$30,000 toward our goal of \$50,000.

We work hard to care for the equipment that is entrusted to us. We have contracted out to have all of our apparatus run through a Department of Transportation Inspection. We have personnel that are trained to conduct all flow test on our SCBAs (Self Contained Breathing Apparatus) annually. We contract out annually to have our pumps on our apparatus and all ground and aerial ladders certified per ISO requirements. We pressure test each section of fire hose annually. This totaled to be over 12,500 feet of fire hose that was completed.

We have also had busy year with Fire Marshal activities. Asst. Chief Randy Davis spearheads this effort. We review plans on all commercial buildings that are new or being remodeled. Different building project that required plan review and inspections this year were: the new Edwards Jones, West Lane Elementary, Connection Point Church, Middle School Gym, County Courthouse, Prosecuting Attorney's Office, Villas Memory Care, Jackson Police Building, Best Western Plus, Broadridge Apartments, SEMO Crawfish, People's Bank expansion, Rally's Drive-In, Vintage Software, and Jimmy John's.

Below is a breakdown of the call volume from 2019. EMS continues to be and will be a majority of our call volume. The City of Jackson still relies on the private ambulance company to transport the Jackson residents to the Cape Girardeau hospitals to get into a doctor's care. However, the citizens can be assured that they have excellent first responders at Jackson/Fire Rescue on scene within 4-6 minutes that can offer basic and advanced life support capabilities. We are fortunate to have at least one paramedic on duty per shift that can start I.Vs, push first line drugs, or utilize a 12-lead cardiac monitor and have the ability to transmit that information to either of the local hospitals. Advanced Life Support was administered by Jackson Fire personnel on 167 emergency medical calls in 2019.

INCIDENT STATISTICS

A quick report on the type of incidents handled this year:

25 structure fires

2 large area search

7 arcing incidents

10 smoke removal

11 vehicle fires

13 natural cover fires

3 illegal burns

871 medical assist calls

(Advanced life support given on 181 calls from paramedics on duty)

79 Motor vehicle accidents

6 Vehicle Extrications

48 Hazardous condition calls (includes haz-mat spills, co incidents, gas leaks)

drug labs processed that were brought in for disposal

153 citizen assist calls

96 dispatched and cancelled enroot

13 no incident found on arrival

8 cover assignment, move-up

84 alarm activation responses

4 water rescues

44 severe weather response

1477 total responses

My door is always open for any questions or comments to the betterment of our organization. We thank all of you for your support in 2019 and look forward to working with each and all of you in the upcoming year. I appreciate the opportunity and am honored to serve as Fire Chief for this great community.

Accomplishments for 2019

- ✓ It took approximately six months in 2019, but we completed our radio and communications upgrade. All Fire Department radio communications is on a statewide system. Much clearer than our conventional system.

- ✓ Finalized new protocols in the activation of storm sirens with the consolidation of the city and county dispatch centers.
- ✓ Received a regional grant for \$268,800 for specialized training to 30 members of the SEMO Region E Technical rescue team totaling over 280 hours per member.
- ✓ Conducted a hiring eligibility list which led to the hiring of five part time firefighters.
- ✓ Received an Emergency Management Preparedness Grant for \$14,245.63 that was used for salary reimbursement, battery replacement for storm sirens, internet, cable, and phone for the EOC, and reprogramming and launch of new program for activation.
- ✓ We received a grant through the Regional Homeland Oversight Committee in the amount of over \$36,000 for a remote air monitoring system.
- ✓ Training exceeded 6,400 personnel contact hours.
- ✓ Conducted monthly HSRT training with all three departments on the team.
- ✓ Conducted the 11th annual thorough inspection program of all Jackson schools prior to the start of school year.
- ✓ Pressure tested all attack hoses and supply hoses. Over 12,700 feet completed.
- ✓ Conducted annual flow tests on all air packs.
- ✓ Car Seat Technicians installed or checked 40 car seats.
- ✓ We reached \$32,000 of our \$50,000 goal on the 9/11 memorial in front of Station #1. We held our official ground breaking on September 11th and we have ordered the two granite towers.
- ✓ Held a second annual safety days for families at the fire station headquarters.
- ✓ Kicked off a home safety survey program in which when requested, we assist the public to help ensure good fire prevention within their home.

Projected Accomplishments for 2020

- ◇ Train and activate the telemetry capability of the new air packs.
- ◇ Apply for the Fire Act Grant, Fire Safety and Prevention Grant, and any other grants that will benefit our department and the City of Jackson.
- ◇ Evaluate the ISO evaluation system on how we can obtain a Class 3 status.
- ◇ Work with Cape Girardeau County to ensure smooth transition for dispatching our fire/EMS calls for service.

- ◇ We will be conducted another hiring eligibility list mid-year.
- ◇ We will be conducting hydrant flows in the east area of town in 2020.
- ◇ Upgrade current protocols and procedures.
- ◇ Establish an Officer Development Program.
- ◇ Finish revised City Emergency Operations Plan and get Board of Aldermen approval.
- ◇ Make plans for the renovation of Station #1 and incorporating fire administration into the building.
- ◇ Making plans to attend Center of Public Safety Excellence Accreditation workshop.

JFR breaks ground on 9/11 Memorial

by Gregory Dullum
Editor

On the 18th anniversary of the 9/11 terrorist attacks on America, Jackson Fire and Rescue broke ground for a huge 9/11 memorial to be constructed in front of Fire Station No. 1.

"I want to thank everybody for coming out," said Fire Chief Jason Mouser. "I'm humbled by the attendance today." He then led the gathering in a moment of silence.

Mouser recounted the day of the attack. "It was a tough time," he said. "It's still a tough time, 18 years later. ...

"We remember the 343 firefighters, the 60 law enforcement officers, the 184 people at the Pentagon, the 40 courageous individuals on Flight 93 that took down the terrorists and saved additional lives. The 2,350 people that were in the towers and near the towers when they fell—we remember those.

"We're proud to start this project. It's going to be



Photos by Gregory Dullum

Representatives of the Jackson Fire & Rescue, Jackson Police Department and Jackson city officials broke ground Sept. 11 for the 9/11 Memorial.

something, not just for this city, but for the county to be proud of," he said.

Mouser thanked those who have contributed funds and labor to make the project pos-

sible.

JFR Firefighter Samuel Herndon designed the 9/11 Memorial. He described it as a place "where our children and grandchildren will be

able to come and remember the worst terrorist attack on American soil," he said.

Herndon then described the memorial.

The base will be in the shape of the Pentagon, to remember Flight 77 that crashed into the Pentagon at 9:37 a.m., killing 59 on board and 125 on the ground. It will be made out of Pavestone pavers, which are being donated by Kasten's and Pavestone.

Two granite towers will stand almost 7 feet tall near the middle of the memorial, reminding us of the Twin Towers of the World Trade Center; Flight 11, which crashed into the North Tower at 8:46 a.m., killing 87 people on board; Flight 175 that crashed into the South Tower at 9:03 a.m., killing 60 on board; and the 800 civilians and first responders who perished in the collapse of the South Tower; plus the more than 1,600 people who died

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* JFR breaks ground on 9/11 Memorial

Continued from page 1A

in the collapse of the North Tower.

Engraved in the granite towers will be the names of the 343 firefighters who died when Twin Towers collapsed.

A firefighter statue will

kneel toward the towers, showing respect to his fallen brothers and sisters.

Behind the towers will be three flagpoles with the flags of our country, our state and the firefighting profession.

Four benches will be engraved with facts about 9/11.

The walkway from the parking lot to the memorial will be known as the Cape Girardeau County Fallen Firefighters Memorial Walkway. It will be the place to honor any firefighter in Cape County who loses his or her life in the line of duty. A stone

will be engraved with the name of the firefighter.

Sponsorships are still needed to help pay for the project. Contact JFR if you wish to be a sponsor or donor. Sponsors will be recognized on a plaque at the beginning of the walkway.



Fleet Maintenance Department

Kirk Anderson, Superintendent



In 2018, the Fleet Maintenance Department completed over 200 scheduled service jobs and over 4,800 repair jobs. We acquired state license renewals, titles for new units, permits, proof of insurance cards placed in all units, and other necessary paperwork, as well as kept current list of the fleet. When feasible, we outsourced some units for repairs, such as engine, transmission, body repairs, front end alignments, exhaust, Missouri state inspections, and dealer recall work, which we delivered and returned. Our department prepared all units for seasonal work from winter (to include all snow related equipment), spring, summer construction, utility, mowing, sanitation cleanup week, and so on. All units are monitored for tire pressures and condition, fluids, heating and air conditioning, anti-freeze testing and flushing, and an entire checklist of all related components, especially safety equipment. Also,

numerous trip inspections are done for units traveling outside the city and some rental cars were used for trips farther than 100 miles.

We continue to do many repairs to all 2-way radio-related equipment. Several patrol units got upgraded lighting and other equipment this year, including a prisoner cell with weapons racks in the new patrol unit and upgraded cameras in two other cruisers.

Our department responded to approximately 100 field service calls for mostly minor issues, such as jump-starts, flats, out of fuel, hydraulic leaks, etc. We serviced a track loader that is kept at North Industrial Park area.

Office and department duties included billing, filing records on all work done, price shopping for stock parts, supplies, tires, fuel, spare keys, tools, and equipment for use by all departments, including ours. We continue our efforts in recycling, shop keeping, building maintenance, compliance with MIRMA regulations, and record keeping.

Our department took in waste oil, waste fuel, and coolant, etc. from departments for proper disposal.

I have completed spring, summer, fall, and now winter maintenance on our fuel dispensing pumps at both the Police and Fire Complex and behind the Power Plant.

Added to the fleet this year was a 2019 Exmark zero-turn mower for the Cemetery Department, a 2018 Ford Explorer Interceptor with equipment, a new Ford explorer K-9 vehicle, a 2016 Ford

Explorer (purchased from the Missouri State Highway Patrol Surplus) for the Police Department, a new 2019 Husqvarna concrete saw, a Bomag vibratory plate tamper, and a Yamaha portable generator for the Street Department. Also, the Fire Department received a new Can Am utility vehicle. The City Administrator received a new 2020 Ford Explorer, as well. As these units come and go, I update the inventory records at City Hall to keep any changes in the fleet up to date.

Our staff also attended safety, supervisors, and all employee meetings throughout the year. We also attend Local Technical Assistant Program (LTAP) meetings for equipment operation and safety.

Our department personnel are Kirk Anderson, Toby Hendrix, and Justin O Kelly.

Accomplishments for 2019

- ✓ Completed 200+ service jobs and over 4,800 repair jobs.
- ✓ Responded to approximately 100 field service calls.
- ✓ Attended safety, supervisors, Local Technical Assistance Program (LTAP), and other miscellaneous meetings.
- ✓ Handled some of the 2-way radio equipment repairs and radio service for departments.
- ✓ Completed numerous trip checks on vehicles for departments.
- ✓ Prepared all vehicles and equipment for seasonal work.
- ✓ Trained some new personnel for Commercial Driver's License (CDL) testing.
- ✓ Updated inventories for our department and other departments vehicles, equipment, radios, and kept vehicle and equipment list current as the fleet changes.
- ✓ Continued to improve our department procedures and facilities.
- ✓ Assisted other departments in vehicle and equipment procurement.
- ✓ Shopped, priced and stocked parts, supplies, fuel, tools, and spare keys for all departments' units.
- ✓ Continued our departments recycling of cardboard, plastics, and metals.
- ✓ Scheduled, delivered, and returned vehicles and equipment for out-of-house repairs, dealer recalls, body shop repairs, inspections, procured licenses, titles, and permits.
- ✓ Upgraded warning lighting and safety equipment on many units, as needed.
- ✓ Placed proof of insurance cards in all units as necessary.
- ✓ Maintained MIRMA and storm water runoff regulations and recordkeeping
- ✓ Received waste oil, fuel, and coolant from departments for proper disposal.
- ✓ Maintained fuel supply and dispensing pumps.
- ✓ Retired old vehicles from the fleet, as necessary.
- ✓ Added to the city fleet this year was: A new 2018 Ford explorer pursuit utility Police cruiser/ and a

2016 Ford explorer patrol unit purchased from MO. State highway patrol surplus (unfortunately K-9 vehicle was totaled in an accident) so we replaced that unit with a 2018 model Ford explorer pursuit utility- K-9 capable unit. Also, Street Department received a new Husqvarna concrete saw, a Bomag vibratory plate tamper, and a Yamaha portable generator. The Cemetery

Department got a new Exmark zero turn mower to replace an older unit that was traded in. The Fire Department purchased a new 2019 Can Am utility vehicle. The City Administrator received a new 2020 Ford Explorer.

We also installed any necessary accessories and safety equipment on all new units, as needed. Also, a lean-to style roof is being constructed on the north corner of our building to cover our waste oil and recycling storage area to prevent storm water runoff through waste materials.

Projected Accomplishments for 2020

- ◇ Continue preventative service, maintenance, repair jobs, and field service calls
- ◇ Procure and equip new vehicles for other departments
- ◇ Improve housekeeping duties and keep up with work load
- ◇ Educate other department employees to better care for their vehicles and equipment and do better walk-around checks before operating
- ◇ Continue recycling efforts, safety program, MIRMA program and training
- ◇ Explore and consider new fuel sources and technology that benefits our fleet

Information Technology Department

Joan Evans, Director



During 2019, documenting and configuring all the meter changes and associated information for the new fixed network kept Sarah and I extremely busy. Kudos to the electric and water personnel for their cooperation and hard work. The success of this project is largely due to them. Plans for 2020 include the installation of more “smart” meters in areas of the city. These meters will collect electric and water meter readings from meters set up for AMR. Water meter readings conducted by radio-read method (fixed network and walk-by) are 5182 out of 7085 water meters in total.

Participation in e-billing has grown to over 1200 utility accounts. Automatic withdrawal for utility bill payment has increased to over 2300 transactions each month. Both of these programs result in considerable cost savings for city operations. The new online payment computer in City Hall is used regularly by walk-in customers who would otherwise have to wait in line for assistance. A new online payment and account access portal is expected to be available to customers the beginning of December and will be announced as soon as testing is completed and the system is fully operational.

Our financial software package was purchased by GWorks, LLC, of Omaha, NE. The change promises the City new opportunities in future versions of the software that will expand into location-based formatting and online access. The new capabilities will be reviewed carefully to make sure they add value to our citizen services.

The City's budget program was again updated to meet fund and departmental changes for 2020. The pavilion reservation database was modified in 2019 and has been prepped for 2020. Several online forms were set up to handle the entire registration and data gathering process entirely online. In 2020, nuisance reporting and tracking will be added to the iWorQ work order system for use by the Police and Building and Planning Departments.

User awareness is still the number one tool in the fight against ransomware and malware. Regular safety notices from the Clerk's office periodically feature computer usage safety as a reminder on what technology users should and shouldn't be doing. Another cybersecurity stress test is planned for 2020. PCI DSS compliance is checked and addressed as the need arises. Joan will be attending a state cybersecurity summit in December.

With the phone contract expiring in June 2020, we will be looking at different phone and internet service opportunities to assess current and future needs at the City's various physical locations.

Accomplishments for 2019

- ✓ Expanded software and network configuration for Tantalus fixed network for meter reading across City.
- ✓ Maintain meter change data in utility billing software.
- ✓ Set up digital work orders for Collector's area to promote efficiency in services.
- ✓ Maintain City Hall network software, hardware, and desktop components.
- ✓ Manage City computer technology hardware and software purchases.
- ✓ Supervise the City Collector and work with City Clerk to ensure departmental needs are met.
- ✓ Completed annual review of large general and industrial electric accounts.
- ✓ Provide technical assistance for City website and Facebook page maintenance.
- ✓ Monitored credit card terminals and network for PCI-DSS compliance.
- ✓ Worked with auditors for 2018 audit.
- ✓ Completed City's section of Missouri Public Utility Alliance 2018 financial statement.
- ✓ Served on City's Employee Health and Safety Committee.
- ✓ Maintained pavilion database for Jackson Civic Center.
- ✓ Served on advisory board for Missouri Digital Summit for Government Technology organization.
- ✓ Continued participation in Missouri Municipal League Tech Group.
- ✓ Obtained additional training in government and technology-related areas.
- ✓ Provided technical support for various City departments.

Projected Accomplishments for 2020

- ◇ Continue transition stages to new/updated financial software for City.
- ◇ Conduct cybersecurity stress test for City technology resources.
- ◇ Work with other departments to adopt technologies to meet their job demands.

- ◇ Write and implement “best practices” manual for use of computer technology for City employees.
- ◇ Update computer technology usage policy for digital records retention, computer and email use and social media guidelines for City employees.
- ◇ Work with Building and Planning and Police to implement nuisance reporting and tracking software.
- ◇ Monitor website transition to new platform and review re-design of City web sites.
- ◇ Standardize process for City technology purchases.
- ◇ Set up new file server for City computer network.
- ◇ Expand and on-site and off-site data backup.
- ◇ Implement new phone and internet service contract.
- ◇ Work on collaboration team with state digital board.
- ◇ Attend Tantalus training to expand capabilities of fixed network meter reading.
- ◇ Continue technology training for future application.

Sarah Moonier, IT Assistant



Parks and Recreation Department

Shane Anderson, Director

In 2019, the City Park continued to be our most popular of the five Jackson parks. With the two additions last year of a restroom along Parkview Street and the pedestrian replacement bridge over Hubble Creek, the City Park continues to serve graduation and wedding pictures, ball games, picnics, and other park activities. We have received many complements on the appearance and need of an additional restroom in the park.

The recreational trail along Hubble Creek by the Civic Center received drainage improvements this summer. The surrounding area was graded and trees removed to improve the water drainage across the trail area. The recreational trail is the number one used feature in our parks.

Throughout the year, our park system is pleased to host events that serve the community and provide space for outdoor recreation. The youth leagues continue to provide a positive experience with baseball, football, soccer, and softball games. The swimming pool is always popular and youth enjoy the “Explore Your World” summer camp each July. We have entertained in the Rock Garden with music performances during the “Rock in the Rock Garden” 14-year series. The 25th annual “Lights of the Season” and the “Holiday Extravaganza” display are enjoyed by the community during the months November and December. Currently, the Winter Rainbow Trout project is in its 16th year. Each month we sponsor a Senior Social dance just for fun and ice cream. At Litz Park, the disc golf course is played year-round. Also, the Litz Park pickleball courts are enjoyed during summer months and a planned feature in the Park Master Plan. This master plan will continue to be important as the park grows with priorities and direction.

We are often complimented by visitors on the attractiveness of the Civic Center, which has been open for over three years now. The event rentals continue to increase, basketball, pickle ball, Tai Chi, yoga, and other programs.

Our number one priority is to provide a safe and enjoyable park system to residents and visitors. The Park maintenance crew takes care of the green space, trees, ball fields, and various projects throughout the year. We appreciate the City departments that help with park projects. Without this partnering effort the parks could not maintain the present level of quality. We look forward to serving the community in 2020.

Accomplishments for 2019

We are thankful for the cooperation of City departments and the Missouri Department of Conservation.

Brookside Park

- ✓ Added woodchips to playground.
- ✓ Planted two trees and removed two dead trees.
- ✓ Continued to improve drainage on fields, added dirt to fields #8 and #9, and cutting infield lips.
- ✓ Improved the restroom plumbing.
- ✓ Filled in low areas east of the Memorial.

City Park

- ✓ Completed 27th year of cooperative agreement with the Missouri Department of Conservation to monitor and stock Rotary Lake.
- ✓ Our Rainbow Trout Program entered its 16th year.
- ✓ Continued to improve fields by adding dirt to fields #3, #4, and #5, and cutting infield lips.
- ✓ Graded parking lots, as needed.
- ✓ A June wind storm damaged 70 trees; city crews and volunteers cleaned up quickly and safely.
- ✓ Painted pavilion tables and benches.
- ✓ Added wood chips to playgrounds.
- ✓ Installed new walkway at the National Guard Armory restroom.
- ✓ Continued tree trimming program.
- ✓ Backfilled new concrete walkway from pool parking lot to new restroom.

Football Park

- ✓ Painted bleachers.
- ✓ Boom mowed creek bank.
- ✓ Trimmed trees along creek bank.
- ✓ Installed field location signs.
- ✓ Installed new bleacher seats and foot boards.
- ✓ Added gravel to lower and upper parking lots.

Litz Park

- ✓ Completed 10th year of cooperative agreement with Missouri Department of Conservation to monitor and stock Litz Lake.
- ✓ Painted pavilion picnic tables.

Soccer Park

- ✓ Painted concession stand/restroom building.

- ✓ Aerated and fertilized fields, added dirt, and reseeded low areas.
- ✓ Added sand to goal areas.
- ✓ Added rock and graded entrance road.

The contractual mowing program has completed 14th year in Brookside, Football, Litz, and City Parks. Our park system is enjoyed by the community with picnics, weddings, and family gatherings. The City Park continues to host the Jackson High School sports of baseball, cross country, softball, and tennis.

Projected Accomplishments for 2020

Brookside Park

- ◇ Plant trees.
- ◇ Reroof restroom.
- ◇ Continue new ballfield development project.
- ◇ Improve drainage on fields #8 and #9, with field conditioner and cutting infield lip.

City Park

- ◇ Upgrade restroom facilities with paint and tuck-pointing exterior brick.
- ◇ Continue Rainbow Trout program.
- ◇ Plant trees.
- ◇ Install new walk path connecting fields #4 and #5.

Football Park

- ◇ Clean and monitor creek banks.
- ◇ Paint parking curbs.
- ◇ Install field number signs.
- ◇ Continue spray program.

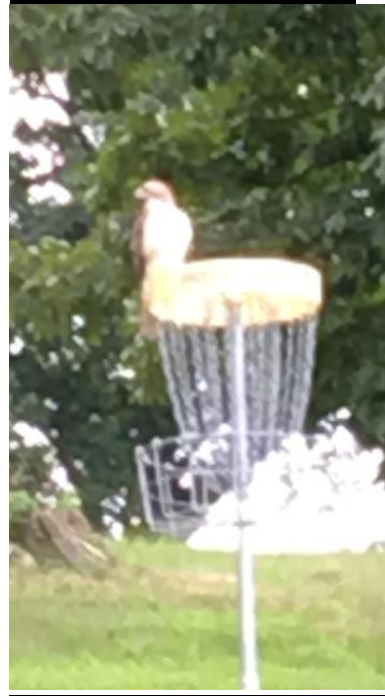
Litz Park

- ◇ Plant trees.
- ◇ Remove dead trees.
- ◇ Refurbish walk bridge by restroom.

Soccer Park

- ◇ Core aerate and reseed fields, as needed.
- ◇ Improve drainage on field #3 and #4.
- ◇ Trim bald cypress trees.

* Continue to host Jackson High School sports and provide a safe and clean park system.



Police Department

James Humphreys, Chief

In 2019, we continued our accreditation and compliance through the Commission on Accreditation for Law Enforcement Agencies. We are in the third-year audit of our 4th reaccreditation and was successful on our first audit under the new review process through CALEA. This is an everyday job to maintain compliance and I am very proud of the department for this accomplishment. We are looking forward to another four years of compliance and maintaining our accreditation.

We broke ground and began the construction of the new public safety building for the police department.

We continued working on the new Consolidated Dispatch Center with the County of Cape Girardeau in 2019 and will hopefully be in full operation in 2020.

We hired five new patrol officers with the new public safety tax in 2019.

We have continued work on extra patrols and weekly staff meetings, shift briefings, safety meetings, monthly ethics training, and our annual strategic planning meeting in 2019.

The year 2019 also brought with it more specialized training to members of the Jackson Police Department, such as accident investigation schools for officers, evidence and property management, homicide investigation for criminal investigations, narcotic and K9 training, officer safety training, and MIRMA Online Police training department-wide. All department sworn personnel continue to obtain POST mandated hours each year along with legislative updates. Officers were trained in firearms instruction. Officers are required to demonstrate personal proficiency and qualify with department issued firearms and firearms carried by officers off duty a minimum of two times annually. During this time, officers also have a mandatory review of department policy on use of force and use of deadly force. Also, conducted throughout the year is Taser training, weapon retention, asp, pepper spray, and handcuffing techniques. The department continued school intruder training with Jackson R2 School District staff and Jackson City Hall employees, and departmental training for active gunman incidents with practical situations and role playing conducted at the Senior High School.

We continue our operations on the MOSWIN communications platform with the State. All officers are now equipped with the top of the line radios and repeater systems.

Also in 2019, we continued our prisoner housing agreement continued with the Cape County Sheriff's Department in the housing of our prisoners.

We continued our efforts with a number of speed and traffic complaints received throughout the year. Also, overtime funds were approved for hazardous moving violations enforcement, which were conducted over most of the major holiday weekends.

The Patrol Division continued to be very active and although our call volume has remained steady, their self-initiated work has been exceptional. As of this date, the division has made several high-profile arrests. Officers also made an additional 400 criminal arrests.

The Patrol Division of this department is responsible for answering the majority of law enforcement demands in our community. They do an excellent job and receive very few complaints, while being very proactive in traffic arrests, criminal arrests, and answering calls for service from domestic disputes, assaults, robberies, to dogs-at-large. They face danger each and every time they answer a disturbance call, handling, transporting, and during the custody of prisoners, investigating suspicious persons, and conducting traffic stops.

The department was successful again in 2019 in obtaining several grants. The department successfully applied for and received over \$25,000.00 in grant money for traffic enforcement equipment and overtime through the Missouri Division of Highway Safety in 2019.

The Jackson Police Department completed a total of 41 community-related events in 2019, such as our Annual Toy Drive, Safety City, Optimists Clubs programs, SALT program, POW/MIA walk, Health Point run, respect for law program, our new program called Coffee With a Cop, Youth in Government, and a new program at safety city called Halloween Town, and also Trunk or Treat, along with numerous other presentations we conduct throughout our community. We feel the annual toy drive donations will once again total over \$10,000.00 in 2019 and the event is always a huge success for needy families. Thanks to our great community!

The Jackson Police Department again participated in the National Drug Take Back Program in 2019, which was very successful and we received over 160 lbs. of old prescription medication.

The department again had several successful investigations in 2019. We investigated and made arrests on several thefts, burglaries, fraud, and sexual abuse cases.

The Independence Day events, Homecomers, and Octoberfest were very successful again this year. We had no major problems and just a few arrests to report in 2019.

The Jackson Police Department handled approximately 17,000 calls for service, worked over 500 traffic accidents, and officers prepared over 3,000 written reports. Officers conducted over 3,000 vehicle stops, 10,000 extra patrol requests were performed, and we issued over 1,100 citations. We made more than 500 criminal arrests in 2019.

On a personal note, we will not be merely satisfied with the achievements of the past year. We will focus on the future of our agency and our community. The next year and beyond will offer many challenges in growth and diversity for our community and our agency. We must all work together to meet these challenges and to ensure our continued success in meeting the public

safety needs of this great city. I also offer my humble appreciation to the citizens, the Mayor and Board of Aldermen, City staff, and to the employees of the Jackson Police Department for the honor and privilege to serve as your Chief of Police.

Accomplishments for 2019

- ✓ Maintained our reaccredited status with the Commission on Accreditation for Law Enforcement Agencies in 2019 and prepare for yearly proofs of compliance.
- ✓ Groundbreaking on our new Police Department Building Project.
- ✓ Added five new officers through the Public Safety Sales Tax.
- ✓ Continued transition of consolidated dispatch center with Cape County Sheriff's Department.
- ✓ Continued Prisoner Housing Agreement with Cape County Sheriff's Department.
- ✓ Improved officer safety with Block Grant equipment received for patrol vehicles with new prisoner transport systems and more body worn cameras for officers.
- ✓ Added a fifth SRO to work with the Jackson R2 School District at the Jackson High School.
- ✓ Conducted more training with the SROs on ALICE and active shooter with the schools and City Hall.
- ✓ Successful completion of Firearms Simulator Training through MIRMA.
- ✓ Weekly staff meetings, monthly ethics and safety training, and required training hours all completed, along with annual strategic planning meetings with command staff.
- ✓ The department conducted over 40 community-related events in 2019.
- ✓ Continued efforts with our community programs such as:
 - Coffee with a Cop
 - Halloween Town
 - Trunk or Treat
 - Touch a Truck
 - Elks Lodge - Annual Toy Drive
 - Noon Optimists Club - Safety City
 - Evening Optimists activities

- VFW Women's Auxiliary-POW/MIA walk
 - SALT - Seniors and Lawmen Together
 - SALT - Senior Christmas Celebration
 - SALT - Law Enforcement Memorial Ceremony
 - St. Francis Medical Center - Health Point run
 - Shop with a Hero
 - Police Department annual golf tournament
 - Respect for Law Week
 - Youth in Government Day
- ✓ Continued department online training through MIRMA. This training provides for our mandated POST requirements for continuing education.
 - ✓ All officers in compliance with meeting the required yearly 24-hour standard for POST (continued education) through 2019.
 - ✓ Successful application for the Highway Safety Grant and Missouri Safety Center for overtime and equipment to work hazardous violations, such as DWIs. Approx. \$25,000.00 applied for and received in 2019 for traffic enforcement equipment and overtime.
 - ✓ Continued our grant for bulletproof vests through the Department of Justice totaling over \$11,000.00 through 2019.
 - ✓ Obtained a \$3,025.00 grant through MIRMA for needed equipment and training.
 - ✓ In-house training continued, along with the department's specialized weapons, less lethal training, weapons retention, and firearms.
 - ✓ Successful completion of our National Drug Take Back program through the DEA. Over 160 lbs. of old prescription medications were seized and properly destroyed.
 - ✓ Successful operations again this year for all special event planning. Independence Day, Homecomers, and Octoberfest all went well with no major problems or arrests.
 - ✓ Conducted more training with the SROs on ALICE and active shooter with the schools and City Hall.

Projected Accomplishments for 2020

- ◇ Continue our reaccredited status with the Commission on Accreditation for Law Enforcement Agencies in 2020 and prepare for yearly proofs of compliance.

- ◇ Transition into our new Public Safety Building.
- ◇ Transition into and begin operation of consolidated dispatch center with Cape Girardeau County Sheriff's Department.
- ◇ Continue Prisoner Housing Agreement with Cape County Sheriff's Department.
- ◇ Implement new patrol officer salary and find incentives to attract new applicants.
- ◇ Find new ways to recruit and retain police officers for the department.
- ◇ Improve and focus on mental health of officers through training and awareness. Contact and hire Dr. Gilmartin, author of Emotional Survival for officers, in 2020.
- ◇ Improved officer safety with block grant equipment received for patrol vehicles with new prisoner transport systems and more body worn cameras for officers.
- ◇ Add a sixth SRO to work with the Jackson R2 School District.
- ◇ Conduct more training with the SROs on ALICE and active shooter with the schools.
- ◇ Better compliance with our safety policies and practices.
- ◇ Better enhance our community policing program and efforts.
- ◇ Provide the highest level of services to the community through the proper staffing and retention of employees.
- ◇ Continue efforts for more advanced training for all officers.
- ◇ Add three new police vehicles for department through Ford and the MSHP.
- ◇ Continue Mobile Laptop project for patrol division through budgets and grants.
- ◇ Continue use of force and less lethal training in 2020.
- ◇ Continue Bulletproof Vest Program/Grant funded in 2020 and get approval for next three years.
- ◇ Continue Officer Safety equipment upgrades.
- ◇ Work with MIRMA on additional grants.
- ◇ Step up preventive patrols and target areas for speed enforcement in neighborhoods and schools.
- ◇ Continue new POST training requirements and on line training requirements.

- ◇ Continue use of grant funded overtime through Highway Safety to work traffic enforcement.
- ◇ Provide the highest level of services to the community by providing safety and security to each person who resides or travels through the City of Jackson.
- ◇ Maximize the safety of our streets and neighborhoods through enforcement and criminal investigations.
- ◇ Continue to provide quality equipment to our employees to accomplish their mission.
- ◇ Continue efforts with improving department annual report to be released in 2020.
- ◇ Decrease accidents through traffic enforcement and visibility.
- ◇ Conduct traffic enforcement in our high accident areas using data driven approach to decrease accidents and increase arrests.

Jackson police to receive car camera through grant

by Gregory Dullum
Editor

A Jackson police car will receive a new car camera, thanks to a \$3,018.75 grant awarded by MIRMA Risk management.

"We like to see cameras on police officers and in their cars," said Patrick Bonnot of MIRMA (Missouri Intergovernmental Risk Management Association), as he addressed the Mayor and Board of Aldermen Jan. 23.

The grant covered 75 percent of the cost of the camera, which cost a total of about \$4,000.

In addition, the Jackson Police Department was recognized for achieving 100 percent in officer training in 2017. Captain Scott Eackers said every officer met the criteria that was presented in a "slough of online training."

In other action:

• **Financial statement:** The Board approved the semi-annual financial statement ending Dec. 31, 2018. (You can see the financial



Photo by Gregory Dullum

From left are Mayor Dwain Hahs, Patrick Bonnot of MIRMA, JPD Captain Scott Eackers and City Administrator Jim Roach. Jackson received a grant for a police car camera and recognition for achieving 100 percent in police officer training.

relocation in the diverging diamond interchange at I-55 and East Jackson Boulevard.

• **Soccer lighting:** The Board approved the payment of \$11,700 to Strickland Engineering of Jackson to provide engineering services for the lighting of soccer fields in Jackson's Soccer Park.

In study session, the Board discussed soccer field lighting with Parks Director

Waterworks and Sewerage System Revenue Bonds, Series 2019. These bonds will pay for Phase 2 of the program. Phase 1 is complete and took three years. The program is upgrading the City's water lines, from two-inch and four-inch up to eight-inch lines. "It's a good program that will continue," said City Administrator Jim Roach.

• **East Main Street me-**

Power Plant

Mike Biri, Foreman

We performed and passed all of our quarterly generating tests for MOPEP which consisted of running every unit in the plant at 75% capacity for one hour every quarter. We also had our full compliance run this year, consisting of running the units at 100% for two hours. We once again passed all capacity tests for MOPEP.

We generated around 68 Megawatts this year from the six engine generators. This included all of our quarterly runnings, as well as maintenance runs for the units.

We once again received the “Certificate of Excellence” for reliable performance award. The American Public Power Association recognized ten Missouri municipal utilities with a “Certificate of Excellence” for reliable performance, as shown by comparing their outage records against nationwide data gathered by the Energy Information Administration.

These utilities tracked their reliability data using APPA’s web-based subscription service, called eReliability Tracker, that lets utilities collect, categorize, and summarize their outage information. Cities in the Missouri Public Power Pool (MoPEP) are encouraged to subscribe to the eReliability Tracker to track their outage information.

For this APPA “Certificate of Excellence” recognition, subscribing utilities use the eReliability Tracker Service to store their outage and restoration data and run reports throughout the year. At the end of the year, the Association benchmarks their data against national statistics from the Energy Information Administration, or EIA, a branch of the Department of Energy.

Utilities that place in the top quartile of reliability nationwide, as measured against the EIA's data on System Average Interruption Duration Index, or SAIDI, receive the Certificate of Excellence. The EIA information comes from the agency's annual surveys of electric power utilities via EIA Form 861.

We were constantly assisting other departments, whether it be Electric, Water, Street, Sanitation, Parks & Recreation, etc. With some employee changeover in other departments, this was more than usual this year. We were happy to help any department that is in need, and willing to perform any duty necessary.

We kept up with all the federal reporting for the EIA, EPA, MIRMA, and other government organizations. There is quite the amount of paperwork that has to be maintained for an electric utility, this seems to grow larger each year. We also keep more documented events than the agencies call for to again to help us in identifying “problems” in the system before they become major problems.

One of the major issues this year was the storm that struck us on June 21st. Straight line winds, tornado, or whatever it was it was very quick and very violent. We paid for it the 4-5 days with just getting the electric back in service. We had so many crews come to the aid and helped clear trees, debris, and any other job they could perform safely. Then as city crews always do, after we got all the electric back on, we start helping with the storm damage clean up.

If anyone ever wonders how we operate departments on very few personnel, you can see it very well after a major event. All departments came together and put this town back together safely, quickly, and efficiently. It's a compliment to all the employees, and the Administration that gives us the tools and equipment to do our jobs this way.

Accomplishments for 2019

- ✓ Repaired 5-ton hoist crane.
- ✓ Repaired roof drain on power plant.
- ✓ Rebuilt engine #8 cooling tower pump.
- ✓ Repaired leaking fuel line in plant grounds.
- ✓ Installed heaters in park restroom.
- ✓ Performed CAT bi-annual maintenance in accordance with CAT recommendations.
- ✓ Poured concrete after fuel line repairs at plant.
- ✓ Replaced sight glass on engine #9 jacket water make up.
- ✓ Worked on various pool projects and repairs.
- ✓ Repaired water line in ice machine room after it froze and busted, replaced ceiling as well.
- ✓ Replaced ice machine.
- ✓ Installed LED lights at Recycling Center.
- ✓ Opened and shut down pool, as well as maintaining it through the summer months.

- ✓ Repaired air compressor in basement and performed maintenance on all three compressors.
- ✓ Assisted with uptown plants, Christmas decorations, etc.
- ✓ Continued our engine exercising requirement for MOPEP.
- ✓ Assisted the Electric Line crew with many various projects.
- ✓ Worked with Water Department on numerous water issues.
- ✓ Assisted the Sanitation Department – Clean Up/Fix Up week and many other days.
- ✓ Worked on park pavilion for Christmas lighting, as well as various other locations for Christmas lighting.
- ✓ Worked on Christmas decorations in park.
- ✓ Performed numerous maintenance issues in and around the power plant grounds.
- ✓ Assisted in water lab for various issues.
- ✓ Assisted Street Department with the overhead door install.
- ✓ Replaced front gate sign.
- ✓ Worked storm damage in all facets.
- ✓ Assisted the Park Department.
- ✓ Performed necessary paperwork for MIRMA.
- ✓ Performed billing for new electric installations and property damage.

- ✓ Worked on various SCADA related issues.
- ✓ Received RP3 award for utility.
- ✓ Received Excellence in Reliability Award from the APPA.
- ✓ Worked on various SCADA issues.
- ✓ Performed the full house compliance run.
- ✓ Installed toilet at Recycling Center.
- ✓ Installed new decorative lights at the corner of South High and Adams Streets.
- ✓ Lined pipe at swimming pool.

Projected Accomplishments for 2020

- ◇ Crankcase and overspeed testing for engines #7 and #8.
- ◇ Continue removal of old no longer used piping, conduits, etc. in power plant.
- ◇ Complete infrared testing.
- ◇ Assist other departments, as needed.
- ◇ Perform compliance runs for MOPEP.
- ◇ Perform day-to-day maintenance at power plant and assist in water plant maintenance, as well.
- ◇ Continue to report to the various agencies.
- ◇ Continue to invoice for new electric installations as well as accidents and property damage.

- ◇ Rebuild Power Plant Maintenance Building office after storm damage/water damage.
- ◇ Install new bearings in cooling tower pump for engine #7.
- ◇ Paint lower fuel tanks.
- ◇ Startup and Shut down swimming pool and perform any repairs needed.
- ◇ Repair roof drain in power plant.
- ◇ Work with Electric Line crew on many projects.
- ◇ Perform capacity compliance run for MOPEP pool.
- ◇ Finish up SCADA upgrades in substations.

Public Works Department

Kent Peetz, Director



We tend to remember the trials and tribulations most when looking back. The wind storm that ripped through our town around 4:00 PM on June 21st stands out in 2019. Power was knocked out across the entire town and some areas were impassible for a few hours. Some neighborhoods remained without power and had debris in the streets for days. Recovery and cleanup efforts lasted over a month. During the heat of “battle” our City’s employees and citizens pulled together to work in unison to return services to our town. Many long hours of hard work and effort were invested in that recovery during the middle of summer. Our churches, businesses, and private citizens provided meals, drinks, snacks, and overwhelming support for the City’s efforts. We are very fortunate to have a community that has our back during ordeals like that.

To kick off National Public Works Week, the Public Works Department initiated the Walk Jackson Challenge at the Board of Aldermen meeting on May 20th. Citizens were challenged to walk the streets of Jackson, recording their efforts in an attempt to equal the mileage of streets in their ward, or the equivalent of the entire 133 miles of streets in Jackson. We had 70 participants and a few of those completed the 133-mile challenge, with one participant walking 211 miles during the 9-week challenge. Participants were asked to contact Public Works if they noticed anything that we needed to address with streets, sidewalks, manholes, or storm drains. Rocks were hidden around town that walkers could find and return for prizes. By getting our citizens to come to Public Works for prizes or to turn in mileage certificates, we hoped that some of them would find our offices for the first time and get to know us. Also, by giving away T-shirts with our website and phone number on them, we hope that we got our contact information out into the community.

A couple of MoDOT projects had us moving utilities at the intersection of Independence Street and North High Street, as well as the Interstate 55 and East Jackson Boulevard intersection. We are still designing the water interconnect at South Old Orchard Road and East Jackson Boulevard to relocate a water main that currently exists along Wedekind Road.

Sewer flow monitoring was performed in the Goose Creek and Rocky Branch watersheds to begin gathering information to determine where most of the stormwater is getting into our wastewater collection system. Additional testing will be performed in the spring of 2020 further refine improvement projects. We have been meeting with Missouri Department of Natural Resources personnel to map out a path to selling bonds with voter approval and borrowing millions of dollars through the State Revolving Loan program to fund the Wastewater Facility Plan Implementation Program. Significant improvements will be made in the wastewater collection system to reduce peak flows due to stormwater inflow and infiltration. Many upgrades are also needed at the aging Wastewater Treatment Facility to increase treatment capacity and prepare for additional growth in our community.

One of the first projects identified in the Wastewater Facility Plan is already under construction to install an Influent Flow Meter at the treatment facility. This will provide readings of the flow of wastewater into the treatment plant. The Williams Creek Sewer Interceptor is also under construction to provide wastewater collection services to the intersection of East Main Street and Interstate 55.

Our Wastewater Operating Permit is currently out for public comment prior to renewal. We were successful in getting discharge limits for copper, cadmium, and ammonia removed from our permit.

A Local Limits Survey of wastewater loading at the treatment facility was completed, establishing new local limits for permitted dischargers to the collection system. These new local limits were incorporated into the Sewer Use Ordinance as it was being rewritten to incorporate new requirements from EPA for the Industrial Pretreatment Program and Enforcement Response Plan. The new Sewer Use Ordinance is also currently out for public comment by MDNR.

We are currently seeking easements to relocate the Kimbeland Wastewater Lift Station so that additional storage capacity can be added.

The Water System Facility Plan Implementation Project, Phase 2A is currently under construction. Several projects included in this phase will upgrade 4-inch water mains to 8-inch pipes providing better service, increased fire flows and pressures. Additional projects will follow in the next two years to upgrade additional water lines, increase system storage, and improve operations.

A new roundabout intersection at East Main Street and Shawnee Boulevard will soon begin construction and be completed in the summer of 2020. This intersection upgrade will provide additional convenience and safety to the travelling public in a growing part of town for many years.

The City's Debris Management Plan has been under review and revision over the past year. In the coming months we will be working on making it work within a revised Emergency Management Plan.

In March, Kent Peetz was appointed to the Executive Board of the Missouri Public Water Council. In September, Kent Peetz was invited to be on the Local Infrastructure Panel for discussions at the Southeast Entrepreneurship and economic Development Symposium.

Accomplishments for 2019

- ✓ On June 21st our City endured a wind storm that knocked out power to the entire town, destroyed trees and structures in City Park, and left many streets blocked by debris. All City departments and many citizens responded and gave 110% effort until services were restored, streets were cleared, and the park was ready for our Independence Day festivities.
- ✓ As part of National Public Works Week, we issued the Walk Jackson Challenge and had 70 citizens participate. Other Public Works week activities included presentations and display of City utility trucks at Riverside Regional Library.
- ✓ Many utility issues were resolved at the Center Junction DDI Project. A water main relocation is under design due to the DDI project but will go out for bid soon.
- ✓ Meetings were held with the State Revolving Loan Program to discuss financing the Wastewater Facility Plan Implementation Program through bonds and loans in 2020.
- ✓ The Williams Creek Interceptor Sewer Project, Phase 1 is underway.
- ✓ Wastewater Plant Inflow Meter project was awarded and is under construction.
- ✓ Easements are being negotiated for the Kimbeland Lift Station Upgrade project.
- ✓ The Wastewater Local Limits Survey was approved by MDNR.
- ✓ Our Wastewater Pretreatment Ordinance is out for public comments by MDNR.
- ✓ Our State Wastewater Operating Permit is out for public comments also. City staff successfully negotiated the removal of discharge limits for ammonia, copper, and cadmium. This will prevent rate increases for additional treatment and testing, as well as additional limitations on our permitted industrial customers.
- ✓ Water System Facility Plan Implementation Project , Phase 2A is under construction.
- ✓ The roundabout project at the intersection of East Main Street and Shawnee Boulevard has been awarded and construction is now underway.

- ✓ Flow monitoring in the Rocky Branch and Goose Creek watersheds will guide the design of inflow and infiltration studies next spring. This is all in part of the design process for the Wastewater Facility Plan Implementation Program.
- ✓ Annual asphalt street projects were completed, which included substantial improvements on Greensferry Road.
- ✓ Utility relocations were completed at Independence Street and East Jackson Boulevard for the MoDOT project.
- ✓ Kent Peetz was appointed to the Board of Directors of the Missouri Public Water Council and testified on their behalf in a Missouri Senate Hearing.
- ✓ Kent Peetz was invited to be on the Local Infrastructure Panel for discussions at the Southeast Entrepreneurship and Economic Development Symposium.

Projected Accomplishments for 2020

- ◇ Wastewater Facility Plan Implementation Program Inflow and Infiltration testing will continue in order to guide project designs.
- ◇ Passage of bonds to fund the Wastewater Facility Plan Implementation Program.
- ◇ Complete revisions to the Debris Management Plan and merge it into the City's Emergency Operations Plan.
- ◇ Kimbeland Lift Station Upgrade design and construction pending easement acquisition.
- ◇ Complete Williams Creek Interceptor Sewer Project construction.
- ◇ Complete construction of roundabout at Shawnee Boulevard and East Main Street.
- ◇ Construction of a water system interconnection at South Old Orchard Road and East Jackson Boulevard due to the MoDOT Center Junction DDI Project.
- ◇ Formulate an intergovernmental agreement with Cape Girardeau County for maintenance and improvements to pavements in shared right of ways.

Sanitation Department



In 2019 the Sanitation Department collected curbside/special pickups totaling 3,739.07 tons of trash, including Clean-Up/ Fix-Up Week. That week alone, we collected 325.27 tons which is a bit down from 2018. The yearly total was 66.40 tons more than that from 2018. As in the past we had a great team effort from staff and the efforts from other departments. One serious injury was Teddy Scholl who experienced a torn rotator cuff on June 14, which required surgery and five months of recovery and light duty. A couple of minor back issues required doctor's attention but were not serious. Our other event was E-Cycle Day on June 2, which netted 8.14 tons of electrical and other items to recycle; almost two tons more than last year. Midwest Recycling Center was on hand to do a lot of the hard work that day. The total for the year in electronics recycling was 26.45 tons, which again includes the E-cycle event and one-half

ton less than last year's total. Again this year we hauled appliances and various scrap metal to Sides Metal Recyclers in Cape. That total was 21.60 tons. Now comes the second biggest item, which is the Recycling Center. The total for the year was 500.28 tons. We hauled hundreds of loads of yard waste to holding area at Water Well #7.

We had several personnel changes through the year and now have a crew of six in Sanitation/Recycling with two qualified CDL drivers. They are Josh Wills, who is a transfer back to Sanitation from the Electric Line crew, and Ty Jones is a new hire. We also hired Josh Goza as Sanitation Loader. Crews also built a new concrete bunker for glass recycling, and our glass now goes to Ripple Glass in Kansas City.

Accomplishments 2019

- ✓ Collected residential trash.
- ✓ Operated the Jackson Recycling Center.
- ✓ Picked up yard waste at curb twice a month.
- ✓ Hosted E-Cycle Day on June 1, 2019.
- ✓ Held the annual Clean-Up/Fix-Up Week on June 3-7, 2019.
- ✓ Maintained grounds and buildings in Sanitation Department and Recycling Center.
- ✓ Completed weekly truck maintenance.
- ✓ Cleaned up after each night of Homecomers.

- ✓ Replace signage in and around trash/recycle/yard waste pits
- ✓ Assisted with snow removal.
- ✓ Painted exterior concrete block of recycling building.
- ✓ Hauled scrap recycling to Cape.
- ✓ Implemented the new Special Pickup Program.
- ✓ Work on curbside recycling estimates but decided to not incorporate at this time.

Projected Accomplishments for 2020

- ◇ Keeping a full staff.
- ◇ Getting the staff CDL-qualified.
- ◇ Picking up regular residential routes.
- ◇ Picking up curbside yard waste on the first and third full weeks of each month.
- ◇ Hauling off yard waste from collection pits.
- ◇ Clean brush, weeds, and trash from creek bank and behind Sanitation building.
- ◇ Host E-cycle Day event.
- ◇ Begin the new Special Pickup Program.
- ◇ Clean up every morning after Homecomers.
- ◇ Assist with snow removal.
- ◇ Finish tin and drip lip at loading dock at Recycling Center.
- ◇ Perform regular truck and grounds maintenance.

Street Department

Danny Youngerman, Foreman



This year along with our regular duties, we installed 170' of 15" diameter storm sewer pipe at 2860 Breckenridge Dr., replaced 40' of 30" diameter storm sewer pipe on Otto Dr. at Old Cape Rd., installed 30' of 30" diameter storm sewer pipe and constructed 50' of access road for the Brookside Park Ball Field Project. We also constructed 600' of ADA walking trail in the City Park, constructed a 30'x 20' pit for glass for the Recycling Center, repaired the rock retaining wall at the roundabout on E. Main St. and Hope St., cleaned up storm debris from the June 21 wind storm, and installed a temporary access road for the electric department at 1201 Old Cape Rd. so they could replace a damaged utility pole, and then we restored the yard. We also cleaned out and cut brush at the detention basins on E. Main St., cut sprouts away from box culverts on Jackson Ridge Dr., Oak St., and E. Main St., repaired

damaged guard railing on W. Jackson Trail bridge. We also reshaped and rip rad ditches at 2549 Bristol Dr., 3030 Bainbridge Rd., Harmony Ln. and Old Cape Road East to prevent washouts. Our street inspectors performed daily inspections on four projects that were bid out this year:

- The asphalt overlay program was awarded to Jokerst Inc., of St. Genevieve, Missouri.
- The street rehabilitation program was awarded to Jokerst Inc., of St. Genevieve, Missouri.
- The water line upgrade project phase 2A was awarded to Nip Kelley Co., of Cape Girardeau, Missouri.
- The concrete street patch program was awarded to Mike Light Cement, from Oak Ridge, Missouri.

Our winter weather program includes: Pretreating the streets with salt brine, rock salt, cinders, six salt spreaders, and eight snow plow trucks in the Street Department. If needed, we have an additional six trucks with snow plows from other city departments to help keep the streets in Jackson clear and safe. This year we used 130 tons of salt brine, 280 tons of rock salt, and 50 tons of cinders for our winter weather operations.

Throughout the year we continued to work hard to maintain our daily duties along with special projects to help keep Jackson looking good, and to serve the citizen's needs.

Accomplishments for 2019

- ✓ Completed annual concrete street patch program, asphalt overlay and patch program, street rehabilitation program, and the water line upgrade project phase 2A.
- ✓ Installed 170' of 15" storm sewer pipe at 2860 Breckenridge Dr. and restored the yard.
- ✓ Replaced 40' of 30" storm sewer pipe on Otto Dr. and Old Cape Rd.
- ✓ Installed 30' of 30" storm sewer pipe and constructed 50' access road for the Brookside Park ball field project.
- ✓ Constructed 600' of ADA walking trail in the City Park.
- ✓ Constructed a 30'x 20' pit for glass for the Recycling Center.
- ✓ Repaired the rock retaining wall at the roundabout on E. Main St. and Hope St.
- ✓ Clean up storm debris from the June 21 wind storm.
- ✓ Constructed a temporary access road at 1201 Old Cape Rd. so the electric department could replace a damaged utility pole, then we restored the yard.
- ✓ Cut up trees and brush and cleaned up the City's detention basins on E. Main St.
- ✓ Cut sprouts away from box culverts on Jackson Ridge Dr., Oak St., and E. Main St.
- ✓ Pressure-washed the Welcome To Jackson signs.
- ✓ Repaired utility patches and street failures around town.
- ✓ Cleaned drains, drop boxes, and pipes.
- ✓ Maintained all gravel roads and clean ditches.
- ✓ Installed and replaced signs around town, as needed.
- ✓ Performed daily inspections on the water line upgrade project phase 2A, the concrete street patch program, the street rehabilitation program, and the asphalt overlay and patch program.
- ✓ Barricaded streets for special events, holidays, Homecomers, Band Festival Parade, Oktoberfest, numerous 5K runs, block parties, and car shows.
- ✓ Painted crosswalks, stop blocks, center lines, turn lanes, arrows, parking lots, and yellow curbs.

- ✓ Attended monthly safety meetings.
- ✓ Attended Missouri LTAP training courses.
- ✓ Mowed right of ways, city lots, and bridges.
- ✓ Burned brush piles at Water Well #7.
- ✓ Swept city streets.
- ✓ Maintained all drop boxes.
- ✓ Repaired damage to city property.

Projective Accomplishments for 2020

- ◇ Repair our MoDOT yearly bridge inspection repair list.
- ◇ Seal asphalt sidewalk on E. Main St. (from Shawnee Blvd. to Lacey St.)
- ◇ Construct ADA walking trails in the City Park.
- ◇ Seal bridge decks on E. Deerwood Dr. and W. Adams St.
- ◇ Construct Oakshire Park walking trail.
- ◇ Repair and clean out drop boxes on the repair list.
- ◇ Repair and replace storm sewer pipes.
- ◇ Rip-rap ditches to prevent washout.
- ◇ Continue maintaining city-owned detention basins.
- ◇ Assist all other departments with city projects.
- ◇ Continue our normal street maintenance duties which include: Repairing utility patches, street failures and street pops, repairing sidewalk failures, gravel road maintenance, and clean ditches. We also mow city right of ways, city lots and bridges, street painting operations, sweep streets, and trim limbs on right of ways. Install and change out signs, clean drains, drop boxes and pipes, clean up city lots, and daily inspections on city projects.

We also perform maintenance on equipment, clean up storm debris, winter weather operations, and construction on special projects.





Wastewater Utilities Department

Kenny Gibbar, Foreman

The Wastewater Facility Rate Study recommended selling bonds in 2020 so that we can use the funds from retiring bonds to help pay for the needed improvements. The design work for the first round of projects at the wastewater treatment facility will begin in 2020, pending board approval.

Land application of the biosolids from the wastewater treatment process was contracted out to Midwest Injection of Cascade, Iowa. This arrangement is working well for the City and we intend to continue with contract hauling of our biosolids.

The Williams Creek Interceptor Sewer Project is underway. It will increase the capacity of our collection system on the east side of town.

A project to install an influent flow meter for the Wastewater Treatment Facility is underway. This will help to determine the amount of water treated and the instantaneous peak inflow.

The 2019 Sewer Lining Project allowed the City to install 3,563 feet of 8-inch cured-in-place-pipe (CIPP) within old clay tile pipe to prevent groundwater and roots from entering the sewer.

Our wastewater operators successfully installed six manhole rain caps, processed 1,576,765 gallons of biosolids for land application, rodded and hydro-flushed 249,349 feet of sanitary sewer, and successfully recycled 615,700,000 gallons of wastewater into clean water meeting the definition of fishable and swimmable waters of the State.



Accomplishments for 2019

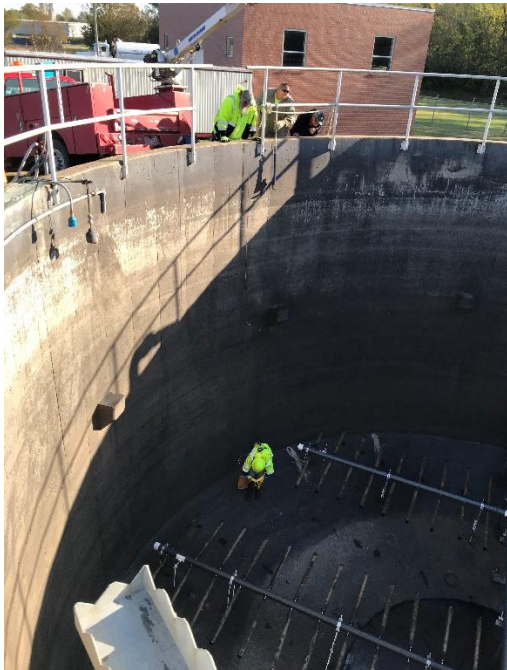
- ✓ Wastewater Facility Plan Implementation Projects completed include flow monitoring in the Goose Creek and Rocky Branch watersheds. Data is being analyzed and will lead to additional testing focused on areas identified by the flow monitoring results.
- ✓ The Influent Monitoring Structure was bid out and will be completed by the end of the year to provide an accurate accounting of flow into the Wastewater Treatment Facility.
- ✓ The Wastewater Treatment Ordinance was completed and approved by the Board of Aldermen. It is currently out for public comment by MDNR.

- ✓ A Wastewater Rate Study was completed to determine the best way to finance projects proposed by the Wastewater Facility Plan. A State Revolving Fund loan will be financed by selling bonds in 2020.
- ✓ The Local Limits Survey was submitted to MDNR for review. This report will establish new industrial wastewater discharge limits. Once it is completed, our consultant will incorporate the new limits into our Pretreatment Ordinance.
- ✓ Easements are being acquired for Kimbeland Lift Station Upgrade Project.
- ✓ Klaus Park Force Main Project design is on hold.
- ✓ Our new wastewater discharge permit, has been placed on public notice by MDNR. We believe it will be issued this year.
- ✓ The 2019 Sewer Lining Project installed 3,563' feet of 8-inch, cured-in-place-pipe (CIPP) within old clay tile pipe to prevent groundwater and roots from entering the sewer. These "trenchless" sewer repairs prevent damage to streets, yards, and adjoining utilities, while repairing aging clay-tile sewers and preventing backups and overflow, as well as keeping out storm water inflow and infiltration.
- ✓ Our wastewater operators processed 1,576,765 gallons of biosolids for land application. The land application of biosolids from the wastewater treatment process was contracted to Midwest Injection of Cascade, Iowa. This arrangement has worked well. The Biosolids Disposal Contract for 2020 was awarded to Metro-Ag Injection Systems, Inc. of Breese, Illinois.
- ✓ A total of 249,349 feet of sewer pipe was cleaned by our operators as part of the ongoing rodding and hydro-flushing maintenance program.
- ✓ Installed a blower for the aerating digester tank.
- ✓ Installed six manhole rain caps to stop storm water infiltration through manhole lids.
- ✓ 615.7 million gallons of wastewater were recycled into clean, swimmable, and fishable waters of the State.

Projected Accomplishments for 2020

- ◇ The design process for the Wastewater Facility Plan Implementation Program has begun. Designs will be completed for several projects at the Wastewater Treatment Facility to repair or replace aging equipment. One project will introduce a completely new process to handle the treatment and thickening of biosolids from the wastewater treatment process.

- ◇ Designs for the Wastewater Facility Plan Implementation projects will be submitted to MDNR for a State Revolving Fund Loan pending approval of a bond issue by public vote in the Fall of 2020.
- ◇ Complete the Williams Creek Interceptor Sewer Project construction.
- ◇ Complete the Kimbeland Lift Station Upgrade Project construction.
- ◇ Complete, adopt, and publish new Wastewater Gravity and Lift Station Construction Specifications.
- ◇ Develop project documents and bid out a manhole repair project.
- ◇ Develop project documents and bid out a sewer lining project.



Water Utilities Department

Brad Noel, Foreman



The Water Utility Department continued with the oversight of the Water System Facility Implementation Project in 2019. During this year mains were replaced on Old Cape Road, Grandview Drive, Colorado Street, Knox Street, Jefferson Street, Tower Grove Avenue, and Jackson Trail. Along with that oversight, we took care of our daily work orders and maintenance; we also repaired 11 water main breaks and six service line leaks. During 2019, we changed out 103 dead water meters, made 14 water taps, and set 56 new meter settings while continuing with the Automated Meter Reading (AMR) project by changing out 240 meters. All of this work totaled 399 full AMR systems installed in 2019. We also restored 164 yards that were disturbed from main breaks, service line leaks, or meter work. We continued our

diligent work in the water plant to provide our citizens with the best quality water we possibly can.

We welcomed two new members to the Water Utility in 2019. Robert Pulley joined our Water Maintenance crew while Aaron McElrath took over the position of Water Plant Lab Technician. The Water Utility Department, like all others this year, spent several weeks helping clean up after the wind storm that came through town and damaged numerous trees and properties. It was really nice to have everyone step up and work hard to get the town back to normalcy. The year 2020 will once again be very busy for us with continued water main replacement oversight and daily job duties. We will also be sending Robert and Aaron to certification classes for their respective state water certifications.

Accomplishments for 2019

- ✓ Completed 240 AMR conversions.
- ✓ Made 14 water taps.
- ✓ Set 56 new meter settings.
- ✓ Operated water main line valves.
- ✓ Read meters monthly.
- ✓ Changed out 103 dead meters.
- ✓ Completed annual leak detection survey.

- ✓ Repaired 11 water main breaks.
- ✓ Repaired seven service line leaks.
- ✓ Conducted general maintenance.
- ✓ Located and carded curb stop locations.
- ✓ Training for crew members.
- ✓ Assisted with Phase 2A of Water Bond issue.
- ✓ Restored 164 yards.
- ✓ Installed 399 full AMR systems.

Projected Accomplishments for 2020

- ◇ Continue with AMR installations of remaining inside meters.
- ◇ Make water taps.
- ◇ Set new meter settings.
- ◇ Operate water main line valves.
- ◇ Read meters monthly.
- ◇ Change out dead meters.
- ◇ Complete the annual leak detection program.
- ◇ Repair water main breaks, as necessary.
- ◇ Repair service line leaks, as necessary.
- ◇ Conduct general maintenance.
- ◇ Locate and card curb stop locations.
- ◇ Training for crew members.
- ◇ Assist in the completion of Phase 2A of Water Bond issue.
- ◇ Begin Phase 2B of Water Bond issue projects.

- ◇ Remove the East Jackson Boulevard booster pump station.
- ◇ Continue getting curb stop locations placed into the GIS Mapping System.

Five-Year Capital Expenditure Plan

The City of Jackson staff prepares, as a part of the Annual Accomplishments Report, the 5-Year Capital Expenditure Plan. The Plan is used for discussions with the Mayor and Board of Aldermen on policy priorities during the budget process and provides a long-term planning tool for City departments for service and project development. It also forecasts the resources that will be available for service increases or improvements. The Plan is designed to ensure that operating revenues for new services or new capital expansions will be available in future years to maintain new buildings or equipment or operate the expanded services after they have come online. The Plan may change significantly from year to year, due to changes in the local economy that impact the revenue stream, changes in Board policies or goals, or legislative changes at the state and federal level that impact service provision or available revenues.

The following section consists of estimated future expenditures for equipment, projects, and anticipated needs for additional personnel. The values are not precise, but intended to provide a general magnitude for future planning purposes.

5 YEAR CAPITAL EXPENDITURE PLAN

Special Projects

Department	2021	2022	2023	2024	2025
Building Maintenance					
New carpet	\$20,000				
Overlay parking lot		\$30,000			
Remodel Board Room			\$50,000		
Building & Planning					
Comprehensive Plan Update	\$90,000				
Civic Center					
Additional parking lot	\$75,000				
Meeting room floor replacement	\$30,000				
Additional sound panels in gym/safe room		\$50,000			
Security cameras		\$20,000			
Meeting room expansion					\$337,500
Electric Distribution					
Electric System Utility Rate Study			\$50,000		
Consulting engineering (other projects)	\$60,000	\$60,000	\$60,000	\$60,000	
Three Phase meter testing	\$20,000	\$20,000	\$20,000	\$20,000	
Annual tree trimming program	\$140,000	\$140,000	\$145,000	\$150,000	
Construction cost for 34.5 KV Loop to West Substation	\$1,000,000				
Directional boring program	\$75,000	\$75,000	\$75,000	\$75,000	
AMR	\$10,000	\$10,000	\$10,000	\$10,000	
North Substation build-out and engineering				\$100,000	\$2,500,000
Electrical System Coordination Study and Model				\$45,000	
East Jackson Blvd. Street Lighting Project					\$1,000,000
Engineering, easements, and bidding for S. Farmington Rd. extension		\$75,000			
South Farmington Rd. construction cost			\$350,000		
Add 1Ø 1/0 UG Tie Line				\$5,000	
Install a 300 kVAR fixed capacitor bank				\$5,000	
Install a 300 kVAR fixed capacitor bank				\$5,000	
Add 3Ø 336 ACSR Tie Line				\$7,000	
Add 3Ø 4/0 UG Tie Line				\$25,000	
Install high side protective device				\$40,000	\$40,000
Install a 300 kVAR Fixed Capacitor Bank				\$4,000	
Construction Work Plan/System Study Update		\$100,000			
Add 3Ø 4/0 UG Tie Line			\$25,000		
Electric System Study					\$60,000
Install Transmission Zone Protection					\$85,000
Rebuild 73 Transmission Feeder		\$600,000		\$750,000	
Grading and site preparation for S. Old Orchard Rd. Substation				\$1,000,000	
Engineering for Commercial Electrical Corridor			\$250,000		
Construct S. Old Orchard Rd. Substation					\$100,000
Breaker Upgrade at West Substation		\$100,000			
Engineering					
Annual Road & Trail Improvement Programs	\$525,000	\$515,000	\$305,000	\$575,000	\$100,000
Sanitary Sewer Lining Program	\$100,000	\$100,000	\$100,000	\$100,000	\$100,000
Storm Sewer Repair & Maintenance Programs	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000

Special Projects

Department	2021	2022	2023	2024	2025
Fire Department					
Rescue engine replacement (two-year process)	\$450,000	Receive engine			
3-7 year lease purchase	(Order engine)				
Ambulance		\$120,000			
Additional firefighter to replace promoted Training/Ops Chief	\$32,000				
FF/EMTs (total of three)		\$105,000			
Fire Station No. 1 Renovations	\$2,000,000				
Parks & Recreation					
New shelter in City Park (engineering)	\$66,000				
New shelter in City Park (construction)			\$725,000		
Wastewater Plant ***note, projects depend upon voter approval and bond funding***					
Sludge Treatment Upgrade	\$311,000	\$1,393,000			
Screen Building Modifications	\$20,000	\$66,000			
Administrative (Control) Building	\$103,000	\$467,000			
Plant SCADA	\$13,000	\$36,000			
Plant Structural Rehabilitation	\$48,000	\$162,000			
Oxidation Ditch Basic Upgrade	\$318,000	\$1,019,000			
Screw Pump Rehabilitation	\$158,000	\$696,000			
Splitter Box Weir	\$9,000	\$21,000			
Clarifier Rehabilitation	\$162,000	\$713,000			
North Union Avenue Lift Station Upgrade	\$64,000		\$156,000		
Flow monitoring (collection system)	\$100,000				
Pump station SCADA system	\$19,000		\$36,000		
I&I Inspections - Elwanda Dr. watershed	\$285,000				
I&I Inspections - Goose Creek watershed	\$800,000				
Hubble Creek Interceptor - Reach A (Phase 1)	\$176,000		\$1,036,000		
I&I Rehabilitation - Elwanda Dr. watershed				\$534,000	\$1,503,000
I&I Rehabilitation - Goose Creek watershed				\$951,000	\$2,672,000
Old Toll Road Interceptor Sewer				\$342,000	\$1,165,000
East Hubble Creek Trunk Sewer				\$278,000	\$1,008,000
Klaus Park Force Main Upgrade	\$1,200,000				
Water Distribution					
Water System Facility Plan Implementation Project	\$1,600,000	\$1,000,000	\$1,000,000	\$1,000,000	
Removal of water plant facilities	\$200,000.00				
Special Projects Total:	\$8,284,000	\$5,948,000	\$3,103,000	\$3,255,000	\$6,498,000

5 YEAR CAPITAL EXPENDITURE PLAN

Department Equipment

Department	2021	2022	2023	2024	2025
Administrative Services					
Computer replacement				\$1,600	
Vehicle replacement		\$30,000			
Building Maintenance					
New computer				\$2,000	
Building & Planning					
Computer replacements/upgrades	\$1,600	\$1,600	\$4,000	\$1,600	\$1,600
Additional ArcGIS licenses/upgrades	\$3,000				
Trimble GPS unit	\$10,000				
Inspection vehicle - truck or SUV		\$25,000			
Cemetery					
Tractor with front loader	\$35,000				
Small zero-turn mower			\$6,500		
Replacement pick-up truck					\$35,000
City Clerk					
Archive scanning website management	\$1,900	\$1,900	\$1,900	\$1,900	\$1,900
Copier/printer replacement		\$6,000			
Office machines	\$1,500	\$1,500	\$1,500	\$1,500	\$1,500
Upgrade phone system			\$3,000		
Storage cabinets for archive documents					\$15,000
Civic Center					
Backup generator			\$120,000		
Irrigation system				\$20,000	
Electric Distribution					
VST 47 bucket truck	\$140,000			\$150,000	
Replacement pick-up truck		\$38,000		\$39,000	
Fire Department					
Chief vehicle replacement	\$38,000				
Extrication equipment replacement		\$15,500		\$15,500	
Pagers/radio upgrade		\$15,000		\$20,000	
Replacement computers	\$2,500	\$3,000	\$3,000	\$3,000	
Mobile data terminal for apparatus	\$7,500				
Thermal imaging camera replacement			\$17,000		
Tint for glass on station bays	\$4,500				
Replacement generators	\$12,000				
Water softener system for Station No. 2	\$6,000				
Information Technology					
Network upgrade/changes		\$15,000		\$15,000	
Printer/scanner replacement/addition	\$5,000		\$2,500		
Computer replacements	\$3,000		\$3,000		
Server upgrade/addition	\$5,000			\$30,000	
Financial software upgrade		\$50,000			
Firewall replacement/upgrade	\$12,000				\$5,000

Department Equipment

Department	2021	2022	2023	2024	2025
Parks & Recreation					
Construct dog park in Litz Park	\$40,000				
Front deck mower	\$14,500				\$14,500
Replace playground at Pavilion #5 in City Park		\$30,000			
Replace tennis court fence in City Park		\$20,000			
Replace playground by Pavilion #1 in City Park			\$40,000		
Replace tennis court fence in Litz Park			\$20,000		
Construct new pavilion in Brookside Park				\$75,000	
Police					
Tasers		\$8,000		\$8,000	\$8,000
In-car videos	\$9,010	\$9,010	\$9,010	\$9,010	\$9,010
Automobiles	\$97,222	\$100,000	\$100,000	\$100,000	\$100,000
Bulletproof vests	\$5,500	\$5,500			\$5,500
Radars		\$6,335		\$7,000	\$7,000
Computers	\$2,469		\$2,000	\$2,000	\$2,000
Copier machine			\$8,000		\$8,000
Mobile laptops			\$8,000	\$8,000	\$8,000
New K9/dog	\$14,000				
Technology video server	\$9,697				
Stop sticks			\$2,050		
Body worn cameras	\$4,000	\$4,000	\$5,000	\$5,000	\$5,000
Weapons/equipment	\$2,500		\$2,500		\$2,500
Power Plant					
Truck	\$35,000				\$40,000
Scissor lift	\$15,000				
Public Works					
Computer	\$1,600				
New vehicle		\$30,000			
Sanitation					
New trash truck		\$195,000		\$210,000	\$240,000
New vertical baler at Recycling Center		\$15,000			
Hot steam pressure washer	\$8,000				
Addition to Recycling Center	\$15,000				
New ½ ton 4x4 truck		\$30,000			
New horizontal baler at Recycling Center			\$110,000		
Street					
Two-ton dump truck	\$170,000				
Two-yard stainless steel salt spreader		\$10,000		\$10,000	
Five-yard stainless steel salt spreader			\$25,000		
3/4 ton service truck with Tommy lift			\$40,000		
Riding mower 4x4		\$23,000			
Boom mower - refurbished	\$6,000				
Street sweeper				\$150,000	
Hand held radios	\$900	\$900			\$900
Replace overhead doors in shed			\$10,000		
Salt brine mixing tank		\$5,000			
Walk-behind airless point sprayer					\$10,000

Department Equipment

Department	2021	2022	2023	2024	2025
One-ton 4x4 dump truck with plow					\$50,000
Wastewater Plant					
Wastewater sampler	\$4,000		\$4,000		\$4,000
Lab incubator	\$5,000				
Stormwater pumps		\$20,000			
Additional Wastewater Operator	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
Pressure washer vacuum truck		\$370,000			
Sludge transfer pump		\$5,000			
Service truck		\$49,000			\$49,000
Riding mower			\$20,000		
Sewer rodder		\$60,000			
Water Distribution					
One-ton 4-wheel drive service truck		\$36,000.00			
Backhoe			\$95,000.00		
Department Equipment Total:	\$787,898	\$1,208,245	\$607,960	\$923,510	\$663,410

5 YEAR CAPITAL EXPENDITURE PLAN

Street Improvements

Department	2021	2022	2023	2024	2025
Asphalt Overlays					
N. Farmington Rd.		\$120,000			\$150,000
Greensferry Rd.			\$160,000		
N. Georgia St.				\$70,000	\$70,000
S. Daisy St.			\$150,000		
Morgan St.	\$100,000				
Cherry St.				\$30,000	
W Monroe St.	\$50,000				
Old Toll Rd.				\$100,000	
N. Missouri St.		\$50,000	\$90,000		\$90,000
N. Russell Ave.	\$90,000	\$50,000	\$50,000		
Ward 1	\$10,000	\$5,000	\$10,000	\$10,000	\$10,000
Ward 2	\$15,000	\$10,000	\$10,000	\$10,000	\$5,000
Ward 3	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Ward 4	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000
Bridge Repairs, Maintenance, & Repair					
Bridge replacement projects					\$350,000
Bridge maintenance and repair	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000.00
Concrete Repairs					
E. Main St. and W. Main St.	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Shawnee Blvd.	\$15,000	\$15,000	\$15,000	\$10,000	\$10,000
Lee Ave.	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
W. Jackson Trail		\$20,000	\$10,000		\$10,000
Broadridge Dr.		\$15,000		\$10,000	\$10,000
Deerwood Dr.	\$10,000		\$10,000		
Old Cape Rd.		\$10,000	\$10,000		\$10,000
Greensferry Rd.		\$10,000		\$10,000	\$10,000
Sidewalks, ADA ramps, and domes	\$20,000	\$20,000	\$20,000	\$15,000	\$15,000
Ward 1	\$20,000	\$15,000	\$15,000	\$15,000	\$15,000
Ward 2	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Ward 3	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Ward 4	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Recreation Trails					
Hubble Creek Trail, Phase 3 (Easements)	\$20,000				
Hubble Creek Trail, Phase 3 (Construction)			\$800,000		
Street ImprovementsTotal:	\$425,000	\$435,000	\$645,000	\$375,000	\$850,000

Jackson City Employees

Department	First Name	Last Name
Accounts Payable	Crystal	Reid
Administration	Larry	Koenig
	James	Roach
Administrative Services	Rodney	Bollinger
Building and Planning	Ginger	Earnest
	Stephen	Grant
	Richard	Kramer
	Larry	Miller
	Janet	Sanders
Building Maintenance	Brent	Reid
Cemetery	Joseph	Schreiner
	David	Shuffit
	Mark	Venable
Civic Center	Jason	Lipe
Clerk	Ladonna	Glenn
	Wendy	Seabaugh
	Liza	Walker
Collector	Lisa	Beussink
	Debra	Lohman
	Alicia	Wolfenkoehler
Electric Line	James	Beil
	Timothy	Burroughs
	James	Crowden
	Todd	Martin
	Kyndel	Page
	Stephen	Rodgers
	Donald	Schuette
	Landon	Elledge
Engineering	Clint	Brown
Fire Department	Randy	Davis
	Jason	Mouser
	Robert	Greif
	Gregory	Hecht

	Martha	Reiminger
	Ronald	Kiplinger
	Ryan	Davie
	David	Medlock
	Bradley	Biri
	Justin	Farrar
	Gene	Kerns
	Sean	Mitchell
	Justin	Angle
	Timothy	Bleichroth
	Michael	Gentry
	Stetson	Proffer
	Brandon	Page
	Samuel	Herndon
	Dalton	Abernathy
	Eric	Ramos
	Blake	Stone
	Brock	Austin
Fleet Maintenance	Kirk	Anderson
	Justin	O'kelly
	Toby	Hendrix
Human Resource	James	Wiseman Jr
Information Technology	Joan	Evans
	Sarah	Moonier
Park	Shane	Anderson
	Jeffery	Craft
	David	Smith
	Eric	Welch
Police Department	Rick	Whitaker
	James	Humphreys
	Bradley	Eakers
	Christopher	Green
	Anthony	Henson
	Chad	Ludwig
	Jamie	Freeman
	Rachel	Coleman
	Alex	Broch
	Julie	Marlin
	Robert	Rose Iii
	Megan	Houseman
	Johnna	Bollinger

	Cody	Polley
	Austin	Reed
	Ronald	Styer
	Jonathan	Jensen
	Neil	Reitenbach
	Jason	Wilhelm
	Timothy	Lester
	Carl	Kurtz
	Kimberly	Shuck
	Sahalya	Christeson
	Nicole	Nesbit
	Danny	Brosnan
	Jacob	Hanna
	Cord	Cooper
	Caleb	Jones
	Dylan	Peetz
	Ethan	Dambach
	Ashley	Ptacek
	Lauranna	Starkey-Cobb
	Kenneth	Carpenter
Power Plant	Mario	Watson
	Caleb	Dacus
	Michel	Biri
Public Works	Charles	Reed
	J	Stortz
Sanitation	Kent	Peetz
	Austin	Croy
	Collin	Campbell
	Travis	Payne
	Teddy	Scholl
	Coty	Wills
Street	Jordan	Daugherty
	Michael	Dougan
	Danny	Youngerman
	Joshua	Wills
	Shawn	Burkhart
	Ryan	Thiele
	Stephen	Oliver
	Brian	Mcclanahan
Wastewater	Kyle	Mowery
	Kenneth	Gibbar

	Michael	Neal
	Sharon	Raines
	Dustin	Smithey
	Joel	Bert
	Scott	Dickerson
Water Line	Rick	Hutteger
	Robert	Pulley
	Brad	Noel
	Carl	Pulliam
	Ryan	Sides
Water Plant	Aaron	Mcelrath
	Ronald	Mitchell