

**ABSTRACT/SYNOPSIS OF THE ESSENTIAL ELEMENTS OF THE OFFICIAL
ACTIONS OF THE COMMON COUNCIL OF THE CITY OF WHITEWATER,
WALWORTH AND JEFFERSON COUNTIES, WISCONSIN.**

February 5, 2013

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Winship and seconded by Olsen to approve the Council minutes of 1/15/2013 and to acknowledge receipt and filing of the following: Irvin L. Young Memorial Library Minutes of 12/10/2012; Plan and Architectural Review Commission Minutes of 10/8/12, 10/22/12 and 11/12/12; and the Police Department Consolidated Monthly Report for December, 2012. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None.

STAFF REPORTS: City Manager Clapper provided an update on council use of Chrome books. Library Director Lunsford gave an update on the Library Expansion project.

SALARY RESOLUTION AMENDMENT NO 1. It was moved by Olsen and seconded by Winship to amend the 2013 salary resolution to: 1) Change one Administrative Assistant position to “Confidential Assistant”; 2) Change one Administrative Assistant position to “Deputy Clerk”; and 3) Add a Management Analyst position. Also included was an increase in Poll Worker salaries to \$10 per hour for a regular worker and \$12 per hour for a worker who has been designated as a Chief Inspector. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None.

**CITY OF WHITEWATER
2013 SALARY RESOLUTION
AMENDMENT 1**

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, sets forth the wage and salary schedule for employees for 2013, in which wages are established.

NOW THEREFORE, BE IT RESOLVED by the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, that the following ranges and numbers of employees in the 2013 Wage and Salary Schedule are hereby adopted pursuant to Wisconsin Statutes; and

BE IT FURTHER RESOLVED that the contents of this resolution shall supersede such previously adopted schedules where the subject matter between the two shall be in conflict, and the changes contained herein shall be effective beginning February 6, 2013.

**SCHEDULE I
ADMINISTRATIVE POSITIONS**

Position	# of Positions	Effective	Salary
City Manager	1	10/03/2012	90,000.00
Chief of Police	1	6/19/2012 Retroactive to 01/01/2012	87,870.00
Municipal Judge	1	6/19/2012 Retroactive to 01/01/2012	19,772.53
City Attorney	1	6/19/2012 Retroactive to 01/01/2012	53,056.56

**SCHEDULE II
PROFESSIONAL AND TECHNICAL EMPLOYEE PAY PLAN**

Pay grade	# of positions	Classification Titles	Pay grade	# of positions	Classification Titles
A*	3/4	Coordinator (Part-time)	F	1	City Clerk
	2	Administrative Assistant II - Records Technician	G	1	Neighborhood Services Director
	1	Deputy Executive Assistant	H		
	1	Clerk	I	1	Chief Information Officer
B*	1	Accounting Technician II - Payroll & Accounts		1	Water Superintendent
	1	Accounting Technician II - Utilities	J	1	Streets, Parks & Forestry Superintendent
	1	Accounting Technician II - Utilities (Part-time)		1	Parks & Recreation Director
	1	Administrative Assistant I - Neighborhood Services		1	Water Treatment Plant Superintendent
	1	Courts	K	1	Lieutenant - Field Services
C	1	Technician	L	1	Captain
D	1	Support Services Manager		1	Finance Director
	1	Services Manager		1	Public Works Director
E	1	Community TV/Media Services Manager			
	1	Information & Community Events Programmer			

Empty Positions

**SCHEDULE II
PROFESSIONAL AND TECHNICAL EMPLOYEE PAY PLAN**

Pay Grade		1	2	3	4	5
A*	Hourly Wage 2080 Hours	15.08 31,364.94	15.54 32,331.31	16.21 33,717.84	16.90 35,146.38	17.56 36,532.91
B*	Hourly Wage 2080 Hours	16.16 33,612.80	16.90 35,146.38	17.62 36,658.96	18.36 38,192.54	19.09 39,705.12
C	Salary	36,522.18	38,181.49	39,841.05	41,502.08	43,161.64
D	Salary	39,442.25	41,235.65	43,026.55	44,819.69	46,614.60
E	Salary	43,287.74	45,254.95	47,221.88	49,190.33	51,158.51
F	Salary	46,671.27	48,792.53	50,912.80	53,035.56	55,155.58
G	Salary	50,054.56	52,330.39	54,604.97	56,878.05	59,153.89
H	Salary	53,438.08	55,865.75	58,295.90	60,722.06	63,153.70

I	Salary	56,820.38	59,403.59	61,985.33	64,567.55	67,150.77
J	Salary	60,202.41	62,938.71	65,676.49	68,411.54	71,149.09
K	Salary	63,587.20	66,476.54	69,367.42	72,255.53	75,146.38
L	Salary	66,969.48	70,013.16	73,058.34	76,101.03	79,147.21

-Exempt Positions

**SCHEDULE III
LIBRARY EMPLOYEE PAY PLAN**

Pay Grade	# of Positions	Classification Titles	Step				
			1	2	3	4	5
A1	3	Library Aide*	12.03	12.56	13.13	13.13	13.13
A2	5	Library Assistants*	13.07	13.67	14.27	14.86	15.45
A3	3	Library Technical Assistants*	14.86	15.54	16.21	16.90	17.56
	3	Library Associates*					
A4	1	Youth Service Librarian	36,522.18	38,181.74	39,841.05	41,502.08	43,161.64
A5	1	Assistant Library Director	46,671.27	48,792.53	50,912.80	53,030.77	55,155.58
A6	1	Library Director	60,202.41	62,938.71	65,676.49	68,411.54	71,149.09

*Non-Exempt Positions

**SCHEDULE IV
WHITEWATER POLICE DISPATCH UNION**

Position	Effective Date	Step			
		1	2	3	4
Records Communications Coordinator	08/21/2012*	18.83	19.82	20.86	21.10
<i>One Employee at 2080 Hours</i>		39,169.11	41,235.22	43,388.32	43,888.54
Dispatch / Records Communications Aide	08/21/2012*	16.94	17.82	18.76	18.95
<i>Six Employees at 1947 Hours</i>		32,979.77	34,689.83	36,522.04	36,888.48
<i>One Employee at 976 Hours</i>		16,532.23	17,389.46	18,307.91	18,491.61

*Effective Date is 08/21/2012, but the wage change will be retroactive to January 1, 2012.

**SCHEDULE V
PUBLIC WORKS EMPLOYEE PAY PLAN**

Pay Grade	Classification Title	Step					
		1 0-11 mos.	2 12-23 mos.	3 24-35 mos.	4 36-47 mos.	5 48-59 mos.	6 60+ mos.
A	Chemist Assistant	12.71	13.33	13.96	13.96	13.96	13.96

B	Custodian/Groundskeeper <i>Per 2,080 Hours</i>	15.11 31,427.97	15.69 32,625.42	16.26 33,822.88	16.81 34,957.31	17.37 36,133.76	17.94 37,310.21
C	Laborer II <i>Per 2,080 Hours</i>	17.65 36,721.98	18.23 37,919.44	18.80 39,095.89	19.35 40,251.33	19.93 41,448.78	20.48 42,604.22
D	Building Maintenance <i>Per 2,080 Hours</i>	19.77 41,112.66	20.34 42,310.11	20.89 43,444.54	21.47 44,663.01	22.03 45,818.45	22.60 47,015.90
E	Laborer I Laborer I - Mechanic Code Enforcement/Building Maintenance Water Operator - no certification (1) Wastewater Operator - no certification (1) Wastewater Operator - Lab Technician – no certification (1) <i>Per 2,080 Hours</i>	22.12 46,007.52	22.61 47,036.91	23.10 48,045.30	23.60 49,095.70	24.09 50,104.08	24.59 51,154.48

(1) Additional twenty cents (\$.20) per hour upon completion and receipt of Grade I certification and one (1) subgrade

Grade F: Successful completion of Grade II and all Grade II subgrades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.

Wastewater Operator \$25.37 \$52,772.10

Grade G: Successful completion of Grade IV and all Grade IV subgrades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.

Wastewater Operator \$25.63 \$53,318.30

**SCHEDULE VI
WHITEWATER PROFESSIONAL POLICE ASSOCIATION UNION**

Position	# of Positions	Effective Date	Hourly Wage	<i>Per 2,080 Hours *Patrol (2,008 Hours)</i>
Sergeant*	3	01/01/2011	30.10	60,460.88
Detective Sergeant	1	01/01/2011	30.10	62,608.80
Detective	2	01/01/2011	28.78	59,862.40
Juvenile Officer	1	01/01/2011	28.78	59,862.40
Patrol Officer I*	14	01/01/2011	27.54	55,300.32
Patrol Officer II*		01/01/2011	24.96	50,119.68
Patrol Officer III*		01/01/2011	23.54	47,268.32

**SCHEDULE VII
FIRE-RESCUE**

Position	# of Positions (Part-time)	Wage
Fire-Inspector	6	\$11.00 per hour
Volunteer Fire	48	\$8.00 per call
Rescue Squad Captain	1	\$10.00 per call

Rescue Squad Lieutenant	4	\$9.00 per call
Rescue Squad Maintenance	1	\$100.00 per month
Rescue Squad EMTs		\$8.00 per call
EMT Driver		\$16.00 per hour
EMT Basic		\$17.50 per hour
EMT Intermediate		\$20.00 per hour
EMT On-Call Pay (Truck #1)		\$1.00 per hour
EMT On-Call Pay (Truck #2)		\$1.00 per hour
Fire Chief	1	\$15.00 per call
1st Asst. Fire Chief	1	\$13.00 per call
2nd Asst. Fire Chief	1	\$11.00 per call
Fire Vehicle Maintenance	5	\$50.00 per month

**SCHEDULE VIII
PART-TIME EMPLOYEES**

Position	# of Positions	Effective Date	Hourly Wage
CDA Support Research Specialist	1	08/07/2012	\$10.00
Management Analyst	1	02/06/2013	\$12.00
Community Service Officer	2	01/01/2009	\$10.54
Neighborhood Services Officer	1	01/01/2009	\$10.54
Sports Coordinator	1	12/18/2012	\$12.00

**SCHEDULE IX
PART-TIME SEASONAL EMPLOYEES**

Position	Step				
	1	2	3	4	5
Program Attendants	7.25	7.50	7.75	8.00	8.25
Activity Instructors	7.75	8.00	8.25	8.50	8.75
Cable TV Camera Operator	7.25	7.50	8.00	8.75	9.75
General Seasonal Labor	7.25	7.50	8.00	8.75	9.75
Election Inspectors	10.00	10.00	10.00	10.00	10.00
Chief Election Inspectors	12.00	12.00	12.00	12.00	12.00
Activity Leaders	9.25	9.50	10.00	10.50	11.50
Certified Instructors	10.00	11.00	12.00	13.00	15.00
Crossing Guards	10.96	10.96	10.96	10.96	10.96
Sports Officials	20.00	21.00	22.00	24.00	25.00

ADOPTING SANITARY SEWER USER AND CONNECTION FEES

RESOLUTION ADOPTING SANITARY SEWER USER & CONNECTION FEES

WHEREAS, the Common Council of the City of Whitewater has reviewed all fiscal year cost breakdowns and budgets for sewer service in accordance with Chapter 16.14 and 16.20 of the Municipal Code; and

WHEREAS, the Common Council determined a need to revise the rates for users of the sewer service to fairly allocate the costs of sewer service and maintain the sewer fund on a sound fiscal basis.

NOW, THEREFORE, BE IT RESOLVED by the Common Council that the following tariffs are hereby established, effective February 25, 2013.

DOMESTIC SEWAGE CUSTOMERS

<u>Meter Size</u>	<u>Monthly Facilities Charge</u>
5/8"	9.28
3/4"	9.28
1"	14.79
1 1/2"	23.96
2"	34.97
3"	60.64
4"	95.42
6"	189.34
8"	299.10

Volume Charge: \$6.38 per 1,000 gallons

NON DOMESTIC SEWAGE CUSTOMERS

Monthly Facilities Charge: Same as Domestic Sewage Customers

Volume Charge: Same as Domestic Sewage Customers

Surcharge per lb. over Domestic Strength Sewage:

B.O.D. (over 300 mg/1)	\$0.56 per pound
T.S.S. (over 300 mg/1)	\$0.53 per pound
NH3-N (over 300 mg/1)	\$0.96 per pound
Total Phosphorus (over 12 mg/1)	\$7.35 per pound

New Building Connection Fee:

(a) Per family dwelling or R.E.U.	\$1,824.00
(b) Multiple family dwellings without individual laundry Facilities-per unit or R.E.U.	\$1,368.00
(c) All others:	\$.1824 per each 275 gls per day of usage (Minimum \$1,824 per unit or R.E.U.).

Other Sewage Customers:

Holding Tank Waste	\$17.00 per 1,000 gls
Septic Tank Waste	\$46.00 per 1,000 gls
Grease	\$63.00 per 1,000 gls

Resolution introduced by Councilmember Olsen, who moved its adoption. Seconded by Councilmember Crone. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None. ADOPTED: February 5, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

ADOPTING EQUIVALENT RUN OFF UNIT (ERU) RATE FOR THE WHITEWATER STORM WATER UTILITY.

RESOLUTION ADOPTING EQUIVALENT RUNOFF UNIT (ERU) RATE FOR THE WHITEWATER STORM WATER UTILITY

WHEREAS, the Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin has reviewed all fiscal cost breakdowns and budgets for Stormwater utility services in accordance with Chapter 16.10 and 16.14 of the Municipal Code; and

WHEREAS, the Common Council determined a need to revise the rate for Equivalent Runoff Unit (ERU) for the Stormwater Utility to maintain the stormwater fund on a sound fiscal basis.

NOW, THEREFORE BE IT RESOLVED, by the Common Council of the City of Whitewater that the City of Whitewater will establish the Equivalent Runoff Unit rate to be \$57.00 annually to support the operations of the Whitewater Stormwater Utility.

FUTHERMORE, BE IT RESOLVED by the Common Council that the Equivalent Runoff Unit (ERU) rate (\$57.00 annually/\$4.75 monthly) hereby established, will become effective March 1, 2013.

Resolution introduced by Councilmember Olsen, who moved its adoption. Seconded by Councilmember Binnie. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None. ADOPTED: February 5, 2013.

Cameron Clapper, City Manager

Michele Smith, City Clerk

GRANT OF EASEMENT FOR WISCONSIN BELL (ENTERPRISE BLVD).
RESOLUTION APPROVING THE GRANT OF AN EASEMENT TO WISCONSIN BELL, INC.
D/B/A AT&T - WISCONSIN, A WISCONSIN CORPORATION
UPON A PART OF LOT 1 OF CSM 3497

WHEREAS, Wisconsin Bell, Inc. d/b/a AT&T - Wisconsin, a Wisconsin Corporation has requested the right to bury fiber line along Enterprise Blvd. and Prospect Drive in the City of Whitewater and requires a utility easement from the City of Whitewater upon a part of Lot 1 of CSM 3497, City of Whitewater, Jefferson County, Wisconsin, which is owned by the City of Whitewater, and

WHEREAS, it is in the best interests of the City of Whitewater to grant the easement.

Now, therefore, **BE IT RESOLVED** that the Common Council of the City of Whitewater, Walworth and Jefferson Counties, hereby authorizes the City Manager and the City Clerk to sign the attached Utility Easement Agreement.

Resolution introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Olsen. AYES: Olsen, Abbott, Winship, Binnie, Singer, rone, Kidd. NOES: None. ABSENT: None. ADOPTED: February 5, 2013.

Cameron Clapper, City Manager

Michele Smith, City Clerk

TREYTON KILAR FIELD OF DREAMS UPDATE. Parks and Recreation Director Amundson provided a status report on the Treyton Kilar Field of Dreams Project. A site plan and preliminary opinion

of probable costs were presented. Amundson indicated that it may be necessary to delay construction of the pavilion. Amundson also indicated that it may be necessary to amend the project timeline he presented. Amundson anticipates bringing the project to the Plan Commission and Common Council in March.

WELL #8 REPAIRS. It was moved by Olsen and seconded by Abbott to approve an expenditure in the sum of \$88,178, payable to Water Well Solutions of Oconomowoc, Wisconsin, for additional costs for repairs to Well No. 8. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None.

PEDESTRIAN LIGHT AT MAIN AND COTTAGE STREETS. Councilmember Binnie requested that this subject be brought before the Council. Upon completion of research, it was determined that there was not a plan to remove the lights from this intersection. Councilmember Binnie suggested future discussion on the Whiton and Main intersection.

TRATT STREET AND STARIN ROAD STREET LIGHTING. Councilmember Singer indicated that lighting was poor at this intersection. Street Superintendent Chuck Nass indicated that within the next couple of weeks, the wattage of the bulbs will be increased from 200 to 400 per light.

2ND COUNCIL MEETING IN FEBRUARY. It was noted that the second meeting in February falls on the day of an election, and would therefore be held on Thursday, February 21st. No action was taken, and the meeting will stay scheduled as indicated in the ordinances.

PURCHASE OF POLICE CAR. It was moved by Olsen and seconded by Abbott to approve the purchase of a police car from Ketterhagen Motors of Whitewater, Wisconsin, at a cost of \$24,880. (Ketterhagen's quote was \$367 more than that presented by Ewald of Oconomowoc, holder of the State contract). In addition, there will be an approximate \$6,500 cost to fit the car with police equipment. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None.

COMMUNICATIONS STUDY CONTRACT. It was moved by Binnie and seconded by Olsen to approve a contract with APCO International of Daytona Beach, Florida, to perform a Whitewater Police Department Communications Center Staff Study at a cost of \$8,400. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None.

FUTURE AGENDA ITEMS. Councilmember Winship requested that a discussion be held relating to crime 2012 statistics in the City, and how they compare to 2011. Councilmember Kidd requested that discussions be held regarding the process to negotiate a service agreement between the Whitewater Fire Department and the City, as well as a study of Fire and Rescue squad organization. Councilmember Singer requested that an ordinance amending outdoor café hours and allowance of outdoor heaters be brought forth, and Councilmember Crone requested that a discussion regarding the train schedule during 4th of July celebration be brought forth.

EXECUTIVE SESSION. It was moved by Singer and seconded by Olsen to adjourn to closed session, NOT TO RECONVENE, pursuant to Section 19.85(1)(c) of the Wisconsin Statutes, "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility". Item to be discussed: Evaluation of DPW Director position candidates. AYES: Olsen, Abbott, Winship, Binnie, Singer, Crone, Kidd. NOES: None. ABSENT: None. Being no further business to come before the meeting, the meeting adjourned at 8:20 p.m.

Respectfully submitted,

Michele R. Smith, Clerk