

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 20, 2014

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

It was moved by Winship and seconded by Frawley to approve the Council minutes of 1/21/14 and to acknowledge receipt and filing of the following: Financial Reports for January, 2014; Report of Manually-Issued Checks for January, 2014; Plan and Architectural Review Commission Minutes of 1/13/14; Parks and Recreation Board Minutes of 1/14/14; Fire and Rescue Task Force Minutes of 1/16/14 and 1/28/14.; and Landmarks Commission Minutes of 11/7/13 and 12/5/13. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

PAYMENT OF INVOICES. It was moved by Winship and seconded by Frawley to approve payment of city invoices in the total sum of \$54,216.77. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

STAFF REPORTS: An award in recognition of UWW Warhawks' Division III National Football Championship was presented to the team. Tami Brodnicki of Downtown Whitewater, Inc. presented the DTWW's quarterly report.

HEARING OF CITIZEN COMMENTS. No formal Common Council Action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however citizens are invited to speak to those specific issues at the time the Council discusses that particular item.

2014 SALARY RESOLUTION AMENDMENT NO. 2. City Manager Clapper presented a resolution that changes the wage rate range for the CDA Support Research specialist from \$10 per hour to \$10 per hour - \$17 per hour; the Management Analyst position from \$12 per hour to a range of \$10 - \$17 per hour. City Manager Clapper confirmed that he had included these pay increases in his budget figures.

**City of
Whitewater
2014 SALARY
RESOLUTION
AMENDMENT 2**

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, sets forth the wage and salary schedule for employees for 2014, 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 2014 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 21, 2014.

**SCHEDULE I
ADMINISTRATIVE POSITIONS**

Position	# of Positions	Effective	Salary
City Manager	1	01/01/2014	91,800.00
Chief of Police	1	01/01/2014	89,627.40

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

Pay Grade	# of Positions	Classification Titles	Pay Grade	# of Positions	Classification Titles
A*	3/4	Senior Coordinator (Part-time)	E	1	Community TV/Media Services Manager
	2	Administrative Assistant II - Records Technician		1	Recreation & Community Events Programmer
	1	Confidential Executive Assistant	F	1	City Clerk
B*	1	Accounting Technician II - Payroll & Accounts Payable	G	0	
	1	Accounting Technician II - Utilities	H	1	Neighborhood Services Director
	1/2	Accounting Technician II - Utilities (Part-time)		1	Chief Information Officer
	1	Administrative Assistant I - Neighborhood Services	J	1	Water Superintendent
	1	Deputy Clerk		1	Streets, Parks & Forestry Superintendent
	1/2	Clerk of Court (Part-time)		1	Parks & Recreation Director
		1		Wastewater Treatment Plant Superintendent	
C	1	GIS Technician			
D	1	Support Services Manager	K	1	Assistant City Manager
	1	Finance Support Services Manager	L	1	Finance Director

*Non-Exempt Positions

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

Pay Grade		Step				
		1	2	3	4	5
A*	Hourly Wage 2080 Hours	15.38 31,993.73	15.85 32,969.66	16.53 34,391.14	17.24 35,855.04	17.91 37,255.30
B*	Hourly Wage 2080 Hours	16.48 34,287.24	17.24 35,855.04	17.97 37,382.59	18.72 38,947.42	19.47 40,500.82
C	Salary	37,252.62	38,945.12	40,637.87	42,332.13	44,024.88
D	Salary	40,231.10	42,060.37	43,887.07	45,716.09	47,546.90
E	Salary	44,153.49	46,160.04	48,166.32	50,174.14	52,181.68
F	Salary	47,604.70	49,768.39	51,931.06	54,096.28	56,258.69
G	Salary	51,055.65	53,377.01	55,697.08	58,015.61	60,336.97
H	Salary	54,506.85	56,983.06	59,461.82	61,936.50	64,416.78
I	Salary	57,956.78	60,591.67	63,225.03	65,858.90	68,493.78
J	Salary	61,406.46	64,197.48	66,990.03	69,779.77	72,572.07
K	Salary	64,858.94	67,806.08	70,754.77	73,700.65	76,649.31
L	Salary	68,308.88	71,413.43	74,519.51	77,623.04	80,730.15

*Non-Exempt Positions

**SCHEDULE III
LIBRARY POSITIONS**

Pay Grade	Classification Titles & (Full Time Equivalent)	Step				
		1	2	3	4	5
A1	Library Aide* (2.0)	12.27	12.82	13.39	13.39	13.39
A2	Library Assistants* (5.0)	13.33	13.94	14.56	15.15	15.76
A3	Library Technical Assistants* (3.0) Library Associates* (3.0)	15.15	15.86	16.54	17.23	17.91
A4	Youth Service Librarian (1.0)	37,252.62	38,945.37	40,637.87	42,332.13	44,024.88
A5	Assistant Library Director (1.0)	47,604.70	49,768.39	51,931.06	54,091.38	56,258.69
A6	Library Director (1.0)	61,406.46	64,197.48	66,990.03	69,779.77	72,572.07

*Non-Exempt Positions

**SCHEDULE
WHITEWATER POLICE DISPATCH UNION**

Position	# of Positions	Step			
		1	2	3	4
Communications Coordinator	1	19.21	20.22	21.28	21.52
<i>Per 2,080 Hours</i>		39,952.49	42,059.92	44,256.09	44,766.31
Dispatch / Records Communications Aide	7	17.28	18.17	19.13	19.33
<i>6 @ Per 1947 Hours</i>		33,639.36	35,383.63	37,252.48	37,626.25
<i>1 @ Per 976 Hours</i>		16,862.87	17,737.25	18,674.07	18,861.44

**SCHEDULE
V
PUBLIC WORKS
DEPARTMENT**

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	Lab Assistant	10.00	10.22	10.44	10.67	10.89	11.12
B	Custodian/Groundskeeper <i>Per 1,040 Hours</i>	15.41 16,029.23	16.00 16,637.08	16.58 17,244.93	17.14 17,830.26	17.72 18,426.86	18.29 19,023.45
C	Laborer II <i>Per 2,080 Hours</i>	18.01 37,461.57	18.59 38,677.27	19.17 39,870.45	19.74 41,063.64	20.33 42,279.34	20.89 43,450.01
D	Building Maintenance <i>Per 2,080 Hours</i> <i>Per 1,560 Hours</i>	20.16 41,941.65 31,456.23	20.75 43,157.35 32,368.01	21.30 44,305.51 33,229.13	21.91 45,566.23 34,174.67	22.47 46,736.91 35,052.68	23.05 47,952.61 35,964.45
E	Engineering Technician Laborer I Laborer I - Mechanic Maintenance certification (1) certification (1) Technician no certification (1) <i>Per 2,080 Hours</i>	22.56 46,917.01	23.06 47,975.12	23.56 49,010.72	24.07 50,068.82	24.57 51,104.42	25.09 52,185.04

Grade F: Additional \$.20 per hour to Pay Grade E upon successful completion and receipt of Grade I certification and one subgrade.

Grade G: Additional \$.79 per hour to Pay Grade E upon successful completion of Grade II and all Grade II subgrades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.

Grade H: Additional \$1.06 per hour to Pay Grade E upon successful completion of Grade IV and all Grade IV subgrades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.

Grade I: Lab Manager - Additional \$1.56 per hour to Pay Grade E

**SCHEDULE VI
WHITEWATER POLICE DEPARTMENT**

Position	# of Positions	Effective Date	Hourly Wage	<i>Per 2,080 Hours *Patrol (2,008 Hours)</i>
Captain	1	01/01/2013	38.81	80,724.80
Lieutenant	1	01/01/2013	36.85	76,648.00
Sergeant*	3	01/01/2013	31.01	62,268.08
Detective Sergeant	1	01/01/2013	31.01	64,500.80
Detective	2	01/01/2013	29.65	61,672.00
Juvenile Officer	1	01/01/2013	29.65	61,672.00
Patrol Officer I*	14	01/01/2013	28.38	56,987.04
Patrol Officer II*		01/01/2013	25.71	51,625.68
Patrol Officer III*		01/01/2013	24.26	48,714.08

**SCHEDULE VII
FIRE-RESCUE**

Position	# of Positions (Part-time)	Wage
Fire-Inspector	3	\$11.00 per hour
Volunteer Fire	42	\$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 EMT's		\$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	6	\$50.00 per month
Fire Vehicle Maintenance	1	\$75.00 per month

**SCHEDULE VIII PART-
TIME EMPLOYEES**

Position	# of Positions	Effective Date	Hourly Wage
CDA Support Research Specialist**	1	01/01/2014	\$10.00 - \$17.00
Management Analyst**	1	01/01/2014	\$10.00 - \$17.00
Community Service Officer	2	01/01/2014	10.75
Neighborhood Services Officer	1	01/01/2014	10.75
Sports Coordinator	1	01/01/2014	12.24

** The exact starting wage and subsequent increases are determined at the discretion of the department director and approved by the city manager. Wage increases within the range provided are based on work experience, qualifications, and existing budget constraints.

Position	Step				
	1	2	3	4	5
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
Crossing Guards	0.00	0.00	0.00	0.00	0.00
Cable TV Camera Operator	7.25	7.50	8.00	8.75	9.75
Activity Leaders	9.25	9.50	10.00	10.50	11.50
Program Attendants	7.25	7.50	7.75	8.00	8.25
Certified Instructors	10.00	11.00	12.00	13.00	15.00
Activity Instructors	7.75	8.00	8.25	8.50	8.75
Sport Officials	20.00	21.00	22.00	24.00	25.00
Seasonal Laborer	7.25	7.50	8.00	8.75	9.75
Library Intern	10.00	10.00	10.00	10.00	10.00

Resolution introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: none. ABSENT: None. ADOPTED: February 20, 2014.

FIRST READING OF ORDINANCE CHANGING ZONING DISTRICT MAP TO ENACT AN ORDINANCE TO IMPOSE THE R-O NON-FAMILY RESIDENTIAL OVERLAY DISTRICT ZONING CLASSIFICATION UNDER CHAPTER 19.25 OF THE ZONING ORDINANCE OF THE CITY OF WHITEWATER FOR THE PARCELS LOCATED AT 351 S. WISCONSIN STREET, 3 1 THROUGH #16. (The R-O zoning classification reduces the number of unrelated occupants allowed per residential unit from three to two).

ORDINANCE NO. 1869 - PRELIMINARY

AN ORDINANCE IMPOSING THE NON-FAMILY RESIDENTIAL OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN PROPERTY IN THE CITY OF WHITEWATER

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do, pursuant to Municipal Code Section 19.69, hereby impose the Non-Family Residential Overlay District Zoning classification on the below properties:

SECTION 1: The Non-Family Residential Overlay District, Section 19.25, is hereby imposed upon the following described properties:

<u>Address</u>	<u>Tax ID #</u>
351 S. Wisconsin St. #1	/WE 00001
351 S. Wisconsin St. #2	/WE 00002
351 S. Wisconsin St. # 3	/WE 00003
351 S. Wisconsin St. # 4	/WE 00004
351 S. Wisconsin St. # 5	/WE 00005
351 S. Wisconsin St. # 6	/WE 00006
351 S. Wisconsin St. # 7	/WE 00007
351 S. Wisconsin St. # 8	/WE 00008
351 S. Wisconsin St. # 9	/WE 00009
351 S. Wisconsin St. # 10	/WE 00010

351 S. Wisconsin St. # 11	/WE 00011
351 S. Wisconsin St. # 12	/WE 00012
351 S. Wisconsin St. # 13	/WE 00013
351 S. Wisconsin St. # 14	/WE 00014
351 S. Wisconsin St. # 15	/WE 00015
351 S. Wisconsin St. # 16	/WE 00016

SECTION 2: This zoning is imposed on the residential condominium unit only and not on the common elements.

SECTION 3: The official zoning map of the City of Whitewater is hereby amended to show the above action.

SECTION 4: This ordinance shall take effect upon passage and publication as provided by law.

Ordinance introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Winship. AYES: Frawley, Winship, Binnie, Singer, Bregant, Kidd. NOES: Abbott. FIRST READING APPROVED: February 20, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

SECOND READING OF ORDINANCE AMENDING COMPREHENSIVE PLAN (TO ADOPT BIKE AND PEDESTRIAN PLAN).

Ordinance No. 1868A - Final

ORDINANCE ADOPTING AMENDMENT TO THE COMPREHENSIVE PLAN OF THE CITY OF WHITEWATER, WALWORTH COUNTY, WISCONSIN, TO INCLUDE THE CITY OF WHITEWATER BICYCLE AND PEDESTRIAN PLAN

The City Council of the City of Whitewater, Wisconsin, do ordain as follows:

SECTION 1. The City of Whitewater is authorized to prepare, adopt, and amend a comprehensive plan as defined in sections 66.1001(1)(a) and 66.1001(2) of Wisconsin Statutes.

SECTION 2. On February 2, 2010, the City Council of Whitewater adopted the *City of Whitewater Comprehensive Plan* (hereinafter "*Plan*") as the City's comprehensive plan under Section 66.1001(4), Wisconsin Statutes, with said *Plan* including procedures for regular consideration of amendments to it.

SECTION 3. Section 66.1001(4), Wisconsin Statutes, establishes the required procedure for a local government to amend a comprehensive plan once it has been initially adopted.

SECTION 4. The City Council of the City of Whitewater has adopted and followed written procedures designed to foster public participation in every stage of the preparation of and amendments to the *Comprehensive Plan*, as required by section 66.1001(4)(a) of Wisconsin Statutes.

SECTION 5. The Plan and Architectural Review Commission of the City of Whitewater, by a majority vote of the entire Commission recorded in its official minutes, has adopted a resolution

recommending that the City Council adopt an ordinance to constitute official City approval of an amendment to the *Plan*.

SECTION 6. The City of Whitewater has held at least one public hearing on this ordinance, in compliance with the requirements of section 66.1001(4)(d) of Wisconsin Statutes.

SECTION 7. To better reflect the City's desired future land use pattern, the City hereby amends the *Comprehensive Plan* by adopting the City of Whitewater Bicycle and Pedestrian Plan (An Addendum to the 2008-2013 City of Whitewater Park and Open Space Plan), as a component of the *City of Whitewater Comprehensive Plan*.

SECTION 8. The decision to fund actions or improvements recommended in the Bicycle and Pedestrian Plan shall be made by future City Council action.

SECTION 9. This ordinance shall take effect upon passage by a majority vote of the members-elect of the City Council and publication/posting as required by law.

Ordinance introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Winship, Binnie, Singer, Bregant, Kidd. NOES: Abbott. ABSENT: None. ADOPTED: February 20, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

APPOINTMENT OF CITIZEN MEMBER TO BIRGE FOUNTAIN COMMITTEE. It was moved by Binnie and seconded by Winship to appoint Chuck Jacobsen to the Birge Fountain Committee. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None

TRANE PERFORMANCE CONTRACT AND POTENTIAL PROJECTS. Trane gave a lengthy presentation which included HVAC replacements and other proposed projects for City facilities. Also included in the presentation was the Armory handicapped ramp, which is deteriorating and must be replaced soon. Also included in the proposal were water heater units. Council consensus was to remove the water heaters from the performance contract. Further information will be coming at the 3/4/14 council meeting.

FIRE/RESCUE TASK FORCE UPDATE. The Common Council approved a contract with ESCI in 2013 for the purpose of reviewing the Fire and Rescue Squad organization(s) and to make recommendations regarding the organizations. ESCI has provided that report to the City. City Manager Clapper reported that the Committee is currently reviewing a course of action for the Fire Department per ESCI's recommendations. Further information will be forthcoming.

POTENTIALLY HAZARDOUS SITUATIONS ON PRIVATE PROPERTY. Council requested that City Attorney McDonell prepare information indicating exactly which authorities the City has with regard to potentially hazardous situations on private property. Further detail will be forthcoming at the 3/4/14 council meeting.

AGREEMENT TRANSFERRING CITY BUSINESS PARK AND TECHNOLOGY PARK REAL ESTATE TO THE COMMUNITY DEVELOPMENT AUTHORITY ("CDA"). The CDA has requested that the City transfer title to city-owned property located in the business park or technology park, which property is intended for development, directly to the CDA for subsequent transfer to the developer(s). CDA believes the transfer would make property sales less cumbersome. Ownership would be transferred at the cost of \$1 per parcel. It was moved by Abbott and seconded by Bregant to approve the agreement between the City and the CDA, regarding transfer of city business park and

technology park real estate to the CDA. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

HANDBILL LICENSE ENFORCEMENT PROCESS. In response to Council inquiry, it has been determined that Police Department will be the body to enforcement of the Handbill licenses, upon receipt of a complaint of any citizen or other city staff member.

PURCHASE OF POLICE SQUAD CAR FOR USE WITH K-9. Through donations, the Police Department is able to purchase the police car for use with their K-9. Quotes were obtained, and although desire was to purchase locally, Chief Otterbacher recommended purchase of the K-9 from the low quote, Havill-Spoerl. It was moved by Kidd and seconded by Binnie to approve the purchase of the automobile from Havill Spoerl at a cost of \$24,247. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. After the vote, Chief Otterbacher came forward and indicated that she had just been told there would be an additional \$1,000 donation from someone in the audience if the City were to purchase the vehicle locally. It was then moved by Abbott and seconded by Winship to reconsider the motion. Motion carried unanimously. It was then moved by Abbott and seconded by Winship to approve the purchase of the police squad car from Ketterhagen Motors of Whitewater, in the sum of \$25,200. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: none.

COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS. Councilmember Binnie complimented the Water Department for their prompt handling of informing citizens to run their water 24/7 in an effort to prevent water freezing problems.

ADJOURNMENT. It was moved by Abbott and seconded by Winship to adjourn the meeting. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Michele R. Smith, Clerk