

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

April 6, 2017

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Grady, Binnie, Goettl, Singer, Allen. MEMBERS ABSENT: Langnes, Wellnitz. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Binnie and seconded by Goettl to approve the Council Minutes of 3/7/17. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz.

PAYMENT OF INVOICES. It was moved by Binnie and seconded by Goettl to approve payment of city invoices in the total sum of \$79,023.96. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz, Langnes.

STAFF REPORTS: City Manager Update: Clapper gave his update relating to events occurring in the City, and Downtown Whitewater gave their quarterly report, which included an announcement that the City Market will be moving from the Cravath Lakefront Park location to the lawn area surrounding the depot. DTWW also announced that they will be hosting the “World’s Largest Potluck” on May 7th at Cravath Lakefront Park.

CITIZEN COMMENTS: Jeff Knight of the Greater Whitewater Committee announced a meeting on May 19, which includes a presentation by Todd Barry. The Transportation Forum will be held in Elkhorn.

ORDINANCE ESTABLISHING PUBLIC SAFETY AND LICENSING COMMITTEE. This item was removed from the Council Agenda at the request of Council President Singer.

ORDINANCE REPEALING CHAPTER 5.20.025, ALCOHOL LICENSING COMMITTEE. This item was removed from the Council Agenda at the request of Council President Singer.

SECOND READING OF ORDINANCE CREATING CHAPTER 2.45, ESTABLISHING A PUBLIC WORKS COMMITTEE. After discussion about the slate of ordinances creating new committees, it was moved by Allen and seconded by Goettl to change the membership to three councilmembers instead of the previously-approved two council members plus one citizen member. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz, Langnes.

AN ORDINANCE ESTABLISHING A PUBLIC WORKS COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.45 – Public Works Committee is hereby created to read as follows:

2.45.010 - Established

There is hereby established a Public Works Committee for the City of Whitewater which shall have the powers granted in this Chapter.

2.45.020 – Assigned Staff

The Director of Public Works shall be the assigned staff person to the Committee.

2.45.030 – Membership and Officers

The Committee shall consist of three council members (one year term appointed at the City Council organization meeting in April)

A Chairperson and Vice Chairperson shall be elected for a term of one year at the Committee's first meeting which takes place after the third Tuesday of April each year.

2.45.040 – Meetings

The Committee shall meet based on referrals from the City Council and to address standing items. Meetings may also be held at the call of the Chairperson and shall be open to the public.

A quorum will be two members. All actions will require the approval of at least two members.

2.45.050 – Powers and Duties

The Committee shall oversee the City's Public Works Department and the development of streets, sidewalks, lighting, building maintenance and other capital projects.

The Committee shall review, evaluate and assist in the application of the City's municipal code concerning traffic, streets and sidewalks, municipal utilities and public works.

The Committee shall be involved in the recruitment of the Director of Public Works position and all utilities superintendents.

The Committee shall have other such powers and duties as are assigned to it by the Common Council.

Ordinance introduced by Councilmember Allen, who moved its adoption. Seconded by Councilmember Goettl. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz. ADOPTED: April 6, 2017.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

SECOND READING OF ORDINANCE CREATING CHAPTER 2.47, ESTABLISHING A FINANCE COMMITTEE. After discussion about the slate of ordinances creating new committees, it was moved by Allen and seconded by Goettl to change the membership to three councilmembers instead of the previously-approved two council members plus one citizen member. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz, Langnes.

AN ORDINANCE ESTABLISHING A FINANCE COMMITTEE

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.47 – Finance Committee is hereby created to read as follows:

2.47.010 - Established

There is hereby established a Finance Committee for the City of Whitewater which shall have the powers granted in this Chapter.

2.47.020 – Assigned Staff

The Finance and Administrative Services Director shall be the assigned staff person to the Committee.

2.47.030 – Membership and Officers

The Committee shall consist of three council members (one year term appointed at the City Council organization meeting in April).

A Chairperson and Vice Chairperson shall be elected for a term of one year at the Committee's first meeting which takes place after the third Tuesday of April each year.

2.47.040 – Meetings

The Committee shall meet based on referrals from the City Council and to address standing items. Meetings may also be held at the call of the Chairperson and shall be open to the public.

A quorum will be two members. All actions will require the approval of at least two members.

2.47.050 – Powers and Duties

The Committee shall have the following powers and duties:

Review the annual operational budget and make recommendations regarding the same to the City of Whitewater Common Council.

Make recommendations concerning the overall financing of City operations, the improvement of the financial condition of the City and ways in which the City may improve its financial practices and procedures.

Investigate claims filed against the City and make recommendations for the payment or nonpayment of such claims after consideration of factors such as reports of the insurance carrier.

The Committee shall also be involved in the recruitment of the Finance and Administrative Services Director position.

The Committee shall have other such powers and duties as are assigned to it by the Common Council.

Ordinance introduced by Councilmember Allen, who moved its adoption. Seconded by Councilmember Goettl. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz. ADOPTED: April 6, 2017.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

SECOND READING OF ORDINANCE REPEALING WHITEWATER MUNICIPAL CODE SECTION 5.64.250(d) WHICH CREATED THE WHITEWATER CABLE COMMITTEE.

**AN ORDINANCE REPEALING THE ORDINANCE CREATING
THE WHITEWATER CABLE COMMITTEE**

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 5.64 is hereby amended as follows:

Whitewater Municipal Code subsection 5.64.250 (d) (Whitewater Cable Committee) is hereby repealed.

Ordinance introduced by Councilmember Allen, who moved its adoption. Seconded by Councilmember Goettl. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz. ADOPTED: April 6, 2017.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

SECOND READING OF ORDINANCE CREATING CHAPTER 2.50.010, COMMUNITY INVOLVEMENT AND CABLE TV COMMISSION.

AN ORDINANCE ESTABLISHING A COMMUNITY INVOLVEMENT AND CABLE TV COMMISSION

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, do hereby ordain as follows:

SECTION 1. Whitewater Municipal Code Chapter 2.50.010 – Community Involvement and Cable TV Commission is hereby created to read as follows:

2.50.010 - Established

There is hereby established a Community Involvement and Cable TV Commission for the City of Whitewater which shall have the powers granted in this Chapter.

2.50.020 – Assigned Staff

The Public Relations and Communications Manager shall be the assigned staff person to the Commission.

2.50.030 – Membership and Officers

The Commission shall consist of nine members. One member shall be a member of the City Council (one year term appointed at the City Council organizational meeting in April). Eight members shall be non council member citizen members (two year term appointed by the City under the procedures set forth in 2.12.011). It shall be a goal of the City to appoint one member from each of the following groups: The University of Whitewater Student Government; a University of Wisconsin-Whitewater Student; a Whitewater Chamber of Commerce member; and a Seniors in the Park member. There shall be no term limits for citizen members.

A Chairperson and Vice Chairperson shall be elected for a term of one year at the Committee's first meeting which takes place after the third Tuesday of April each year.

2.50.040 – Meetings

The Commission shall meet quarterly.

2.50.050 – Powers and Duties

The Commission shall have the following powers and duties:

Advise the City of Whitewater on coordinated community outreach and engagement activities. Its goals are to provide advice on priorities, policies and strategies related to equitable civic engagement and public participation in City decision making processes. This shall include the review of initiatives, strategies and proposals brought forth by the City as well as ones identified by the Commission.

The Commission shall attempt to develop maximum community involvement in the use of cable television and other media for cultural, educational, health, social service, civic, community, and other nonprofit purposes and will assist in the administration of the public access channel in the City of Whitewater.

The Commission shall also provide feedback in the development of City departments' Community Involvement Plans with focus on implementing more equitable engagement strategies and identifying new ways to increase civic participation in City processes. This shall include assisting in the development and review of the City of Whitewater Comprehensive Community Engagement Plan.

This Commission shall also be involved in the recruitment of the Public Relations and Communication Manager position.

Ordinance introduced by Councilmember Allen, who moved its adoption. Seconded by Councilmember Goettl. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz. ADOPTED: April 6, 2017.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

PRINCE STREET (AND PECK STREET) PARKING. School District Administrator Mark Elworthy asked the Council to consider adopting an ordinance prohibiting parking during the school day (7 a.m. – 4 p.m.) on either side of Prince Street, between Peck and Highland Streets. Elworthy also requested consideration of cutting out a section of the sidewalk on the school side of Prince, for student drop off and pick up. Prince Street residents Tom and Bonnie Miller were present and supported the proposal. It was noted that the current traffic and parking patterns create safety issues for the school children and creates a major inconvenience for neighborhood residents. It was suggested that Peck Street also be included, as the Prince Street ordinance may cause people to park on Peck Street instead. An ordinance will be forthcoming.

APPOINTMENT OF CITIZEN MEMBER TO BIRGE FOUNTAIN. This item was removed from the Council Agenda at the request of City Manager Clapper.

NOTICES REGARDING THE PRIVATE SOCIAL EVENTS. City Manager Clapper and Public Information employee Kristin Mickelson presented several samples of postcards the City will be mailing to provide the citizenry with general information on celebrations. Council members gave several suggestions to the staff, and there were some concerns that detailed information describing the laws was not on the card. Unfortunately, due to space concerns, ordinance information will not fit. Most cards will be mailed, but hand delivery of some cards will be necessary.

EMPLOYMENT RECRUITMENT SERVICES. City Manager Clapper first stated his regret to announce the resignation of Christopher McDonell, who has served as the City's Assistant City Manager. Chris has accepted a position with the County of Ozaukee effective April 24, 2017. City Manager Clapper indicated that the position will be replaced with an Engineer. Although Clapper had not yet had

time to obtain quotes from professional recruiters, he provided information from a prior recruitment discussion, where the City had obtained several quotes. Councilmember Binnie suggested, to save money, that the City review the applications on their own – but use the recruiter to advertise and assemble application information, then turn those applications over to the City. City staff agreed to take on the application review. It was moved by Allen and seconded by Goettl to authorize the City Manager to obtain quotes from recruiters, and to contract with a recruiter for the Engineering position, at a cost not to exceed \$15,000. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Wellnitz, Langnes.

PARKING ENFORCEMENT AND SIGNAGE OF ON-STREET PARKING REGULATIONS.

Councilmember Allen relayed a citizen complaint he received where a downtown parking sign indicated no parking up until 5:00 a.m. Apparently the signs outside of the City indicate winter parking hours prohibited until 6:00 a.m. The conflicting postings caused the citizen to receive a parking ticket. It was agreed that the matter would be corrected.

FUTURE AGENDA ITEMS: Councilmember Allen requested that the towing contract matter be brought back to Council and also requested that the Board and Commission term limit policy be brought before the Council. Allen noted there are no term limits on Council seats. Councilmember Binnie asked that the Councilmember representative to Committee pre-meeting interest chart be sent, and also asked for an update on the Solid Waste Digester contract. Councilmember Grady requested that the Council discuss information relating to the potential Library/Hotel/Medical Center development as he believes there is a great deal of misinformation out there. Grady also expressed disappointment with the fact that subject items on the Council agenda radically change without much notice, and the fact that items are removed from the Council Agenda shortly before or at the Council meeting is getting old.

EXECUTIVE SESSION. Council President Singer announced that the Executive Session portion of the meeting is cancelled.

ADJOURNMENT. It was moved by Goettl and seconded by Binnie to adjourn the meeting. AYES: Grady, Binnie, Goettl, Singer, Allen. NOES: None. ABSENT: Langnes, Wellnitz. The meeting adjourned at 7:50 p.m.

Respectfully submitted,

Michele R. Smith, Clerk