

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

August 19, 2014

The regular meeting of the Common Council was called to order at 7:00 p.m. (started late due to Alcohol Licensing Committee meeting going overtime). by Council President Singer. MEMBERS PRESENT: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. MEMBERS ABSENT: Winship.

It was moved by Abbott and seconded by Bregant to acknowledge receipt and filing of the Parks and Recreation Board Minutes of 6/16/14; the Financial Reports for July, 2014; the Report of Manually-Issued Checks, and the Plan and Architectural Review Commission minutes of 6/9/14. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

APPROVAL OF PAYMENT OF INVOICES. It was moved by Abbott and seconded by Bregant to approve payment of city invoices in the total sum of \$149,844.14. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

STAFF REPORTS: City Manager Clapper updated Council on the proceedings of the Fire / Rescue Task Force, including the proposal for future reorganization. Clapper also reported that the City has hired a Neighborhood Services Director, Christine Munz-Pritchard. Clapper introduced Deputy Clerk Teri Nowakowski, who came to the City on June 30th. Police Chief Otterbacher gave the annual public safety report. Library Director Lunsford reported on the architect presentation to the Library Board. Downtown Whitewater Director Brodnicki gave the quarterly report for the organization.

CITIZEN COMMENTS: Jeff Knight gave an update on the Discover Whitewater / Greater Whitewater Committee Marathon runs, indicating that participation is already up by 52% over last year.

RESOLUTION AMENDING 2014 SALARY RESOLUTION. City Manager Clapper indicated that action on the increase of the recreation sports coordinator position from part time to full time will be delayed until budget time. Proposed is an increase to the 20-hour sports coordinator position salary to \$15.38 per hour (but in a range from \$10 - \$17 per hour). Parks and Recreation Director Amundson indicated that the before and after school program will generate revenue that will offset the increase. Councilmember Binnie indicated that when the before and after school program was presented, that it was indicated that existing staff would absorb the administrative responsibilities. Councilmember Kidd supported the salary and hours increase, indicating that the Parks and Recreation staff work very hard. Councilmember Binnie indicated he was not able to compare job descriptions.

AMENDMENT NO. 3 TO 2014 CITY OF WHITEWATER SALARY RESOLUTION

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 August 20, 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
Municipal Judge	1	01/01/2014	20,167.98
City Attorney	1	01/01/2014	54,117.69

**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
C	1	GIS Technician		1	Wastewater Treatment Plant Superintendent
D	1	Support Services Manager	K	1	Assistant City Manager
	1	Finance Support Services Manager	L	1	Finance Director

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)	15.15	15.86	16.54	17.23	17.91
	Library Associates* (3.0)					
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

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>		<i>39,952.49</i>	<i>42,059.92</i>	<i>44,256.09</i>	<i>44,766.31</i>
Dispatch / Records Communications Aide	7	17.28	18.17	19.13	19.33
<i>6 @ Per 1947 Hours</i>		<i>33,639.36</i>	<i>35,383.63</i>	<i>37,252.48</i>	<i>37,626.25</i>
<i>1 @ Per 976 Hours</i>		<i>16,862.87</i>	<i>17,737.25</i>	<i>18,674.07</i>	<i>18,861.44</i>

**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 <i>16,029.23</i>	16.00 <i>16,637.08</i>	16.58 <i>17,244.93</i>	17.14 <i>17,830.26</i>	17.72 <i>18,426.86</i>	18.29 <i>19,023.45</i>
C	Laborer II <i>Per 2,080 Hours</i>	18.01 <i>37,461.57</i>	18.59 <i>38,677.27</i>	19.17 <i>39,870.45</i>	19.74 <i>41,063.64</i>	20.33 <i>42,279.34</i>	20.89 <i>43,450.01</i>
D	Building Maintenance <i>Per 2,080 Hours</i>	20.16 <i>41,941.65</i>	20.75 <i>43,157.35</i>	21.30 <i>44,305.51</i>	21.91 <i>45,566.23</i>	22.47 <i>46,736.91</i>	23.05 <i>47,952.61</i>
	<i>Per 1,560 Hours</i>	<i>31,456.23</i>	<i>32,368.01</i>	<i>33,229.13</i>	<i>34,174.67</i>	<i>35,052.68</i>	<i>35,964.45</i>
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 <i>46,917.01</i>	23.06 <i>47,975.12</i>	23.56 <i>49,010.72</i>	24.07 <i>50,068.82</i>	24.57 <i>51,104.42</i>	25.09 <i>52,185.04</i>

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

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
<u>Sports Coordinator</u>	<u>1</u>	<u>08/20/2014</u>	<u>\$10.00 - \$17.00</u>

** 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 Kidd, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Singer, Bregant, Kidd. NOES: Binnie, Abbott. ADOPTED: August 19, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

FIRST READING OF ORDINANCE IMPOSING R-2A RESIDENTIAL OVERLAY ZONING CLASSIFICATION ON 288 S. JANESVILLE ST. PROPERTY (SOBO PROPERTIES, LLC – DENNIS AND EVA STANTON).

FIRST READING OF AN ORDINANCE IMPOSING THE R-2A RESIDENTIAL OCCUPANCY OVERLAY DISTRICT ZONING CLASSIFICATION FOR CERTAIN PRPERTY IN THE CITY OF WHITEWATER

The Common Council of the City of Whitewater, Walworth and Jefferson Counties, do, pursuant to Municipal Code Section 19.69, hereby impose the R-2A Residential Occupancy Overlay District Zoning classification (19.19) on the below property:

Section 1: The R-2A Residential Occupancy Overlay District Zoning classification is hereby imposed upon:

<u>Address</u>	<u>Tax ID#</u>	
288 S. Janesville Street	/CL 00060	SOBO Properties, LLC (Stanton)

Section 2: The official zoning map of the City of Whitewater is hereby amended to show the above action.

Section 3: 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 Bregant. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship. FIRST READING APPROVED: August 19, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

“CLASS B” BEER AND LIQUOR LICENSE FOR JEFFREY SCHELLFEFFER. The Alcohol Licensing committee is recommending approval of the “Class B” license application for Jeff Schellfeffer, who intends to open a tavern business / sports bar at 204 W. Main Street. Robert Sweet, another license applicant (for the same location) indicated that he would withdraw his application contingent upon the license being issued to Jeff Schellfeffer. It was moved by Abbott and seconded by Bregant to approve the “Class B” application so Jeff Schellfeffer can open a tavern business at 204 W Main Street. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

TYLER SAILSBERY REQUEST FOR EXTENSION OF TIME TO OPEN RESTAURANT ESTABLISHMENT AT 319 JAMES STREET (CASUAL JOE’S II). Tyler Sailsbery previously obtained approval to open his restaurant business at 319 James Street. The approval had a stipulation that the business needed to be operational by September 1, 2014. Sailsbery requested that an extension be granted. He indicated that the reason for the delay centered around the fact that he has taken on management of the Whitewater Country Club in addition to his Black Sheep Restaurant. Lengthy discussion ensued. It was moved by Binnie and seconded by Abbott to allow Sailsbery an extension to November 1, 2014 (to be operational), with the understanding that the applicant return to the Council no later than the second normally-scheduled meeting in October to provide Councilmembers with further details and timelines. Council may entertain a further extension if they see a concrete plan with specific dates that are agreeable to the Council. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

AMBULANCE PURCHASE. It was moved by Binnie and seconded by Abbott to approve the purchase of an ambulance from Foster Coach Sales in the sum of \$215,121.80, with the understanding that \$18,731 of the cost will be funded from the City’s contingency account. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

CONTRACT WITH SCHRIEBER ANDERSON AND ASSOCIATES OF MADISON, WISCONSIN, FOR DEVELOPMENT OF COMPREHENSIVE BIKE AND PEDESTRIAN SIGNAGE PLAN. It was moved by Kidd and seconded by Bregant to approve a contract with Schreiber Anderson and Associates (“SAA”) in the amount of \$23,138 to develop a plan for bike and pedestrian signage. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

PURCHASE OF SOLACOM SOFTWARE FOR POLICE DEPARTMENT. It was moved by Kidd and seconded by Abbott to approve the purchase Solacom software in the sum of \$115,264, contingent upon council approval of the Communication Bridge dispatch concept being presented later this meeting. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

DISPATCH SERVICES COMMUNICATION BRIDGE. It was moved by Binnie and seconded by Kidd to approve the dispatch services communication bridge and move forward with implementation of the system. (Pursue communications bridge with Walworth County. Concept maintains local communication center, at current staffing levels, that will continue to serve and support increasing local demand for emergency and non-emergency services). AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS. None.

EXECUTIVE SESSION. It was moved by Singer and seconded by Abbott to adjourn to Closed Session, to reconvene approximately 20 minutes after adjournment to closed session per

Wisconsin Statutes 19.85(1)(e): “Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session”. Item to be Discussed: Sale of lot to Lavelle Industries in the City of Whitewater Business Park. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship. The Council went into closed session at 9:10 p.m.

Reconvene into Open Session. It was moved by Abbott and seconded by Bregant to reconvene into open session. Motion carried by unanimous voice vote.

SALE OF LOT TO LAVELLE INDUSTRIES. It was moved by Binnie and seconded by Abbott to approve sale of property in the Whitewater Business Park to LaVelle Industries. AYES: Frawley, Abbott, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: Winship.

ADJOURNMENT. It was moved by Binnie and seconded by Abbott to adjourn the meeting. Motion carried by unanimous voice vote. The meeting adjourned at 9:50 p.m.

Respectfully submitted,

Michele R. Smith, Clerk