

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

December 17, 2013

The regular portion of the meeting was called to order by Council President Singer. MEMBERS PRESENT:Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Binnie and seconded by Bregant to approve the Council Minutes of 10/8/13 (Joint with Plan Commission); 11/5/13 and 11/19/13; and to acknowledge receipt and filing of the following: Plan Commission minutes of 11/11/13; Parks and Recreation Board Minutes of 11/2/13; and the Report of Manually-issued checks for November, 2013. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**PAYMENT OF INVOICES.** It was moved by Binnie and seconded by Bregant to approve payment of city invoices in the total sum of \$63,755.15. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**STAFF REPORTS.** Recognition for retiring Police Officer Mike Ciardo was given, and a short recess took place to allow everyone an opportunity to wish Mike well.

**AGREEMENT WITH TEAMSTERS UNION LOCAL 695.** It was moved by Binnie and seconded by Abbott to approve an agreement with the Whitewater Teamsters Union (Dispatchers) which allows for a 2% salary increase, consistent with that received by other city employees. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**APPROVING TRANSPORTATION PLAT FOR DOWNTOWN EAST GATEWAY PROJECT.**

**RESOLUTION**

A Resolution and Relocation Order for the Laying Out, Improving, Extending and Acquiring Public Sidewalks and Right-Of-Way for Main Street, Milwaukee Street and Wisconsin Street.

WHEREAS the City of Whitewater has determined that it is necessary to undertake a public improvement project consisting of laying out, improving, extending and acquiring public sidewalks and rights-of-way along Main Street, Milwaukee Street and Wisconsin Street, and

WHEREAS the City of Whitewater Common Council now wants to proceed with this project by adopting a relocation order in accordance with Wisconsin Statutes, section 32.05 (1) (a) and approving a project transportation plat for this project in accordance with Wisconsin Statutes, section 84.095 (4) (a).

NOW, THEREFORE BE IT RESOLVED by the Common Council of the City of Whitewater that approval is hereby granted for the undertaking of the public improvement project consisting of laying out, improving, extending and acquiring public sidewalks and rights-of-way along Main Street, Milwaukee Street and Wisconsin Street and this project is deemed to be necessary, and

BE IT FURTHER RESOLVED that this Resolution is:

- (a) A Resolution of necessity in accordance with Wisconsin Statutes, section 32.07 (2);

- (b) A Relocation Order in accordance with Wisconsin Statutes, section 32.05 (1) (a);
- (c) Authorization for the project in accordance with Wisconsin Statutes, section 84.095 (4) (a) 1, and

BE IT FURTHER RESOLVED that approval is hereby granted for the design of this project as set forth in Transportation Project Plat #1407-075, a copy of which is annexed to this Resolution, and

BE IT FURTHER RESOLVED that the City Manager and City Clerk are hereby authorized to sign the Plat on behalf of the City of Whitewater and this Plat shall be recorded with the Register of Deeds of Walworth County within 20 days after it is signed, and

BE IT FURTHER RESOLVED that it will be necessary for the City to acquire interests in privately-owned real estate in order to carry out this project and the City staff and the City Attorney are hereby authorized and directed to undertake title acquisition procedures for the acquisition of the real estate needed for this project, including condemnation, if necessary, in accordance with the procedures set forth in Wisconsin Statutes, section 32.05 and such real estate shall be acquired in the name of the City of Whitewater, and

BE IT FURTHER RESOLVED that this Resolution shall be effective immediately upon its passage and publication.

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Winship. AYES: Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ABSTAIN: Frawley. ADOPTED: December 17, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**CONSIDERATION OF A RESOLUTION ADOPTING CITY OF WHITEWATER BICYCLE AND PEDESTRIAN PLAN (AMENDMENT TO COMPREHENSIVE PLAN).**

**CITY OF WHITEWATER COMMON COUNCIL RESOLUTION  
ADOPTING THE CITY OF WHITEWATER BICYCLE AND PEDESTRIAN PLAN**

**WHEREAS**, City staff, the City Parks and Recreation Board, the Bicycle and Pedestrian Plan Steering Committee and City of Whitewater residents and other stakeholders have participated in drafting the City of Whitewater Bicycle and Pedestrian Plan after several meetings for public input and workshops, and

**WHEREAS**, the City Plan and Architectural Commission recommended on December 9, 2013, that the City Council adopt an ordinance to make the City of Whitewater Bicycle and Pedestrian Plan a part of the City of Whitewater Comprehensive Plan.

Now, therefore, **BE IT RESOLVED** that the City of Whitewater Common Council hereby adopts the City of Whitewater Bicycle and Pedestrian Plan as a planning guide for development in the City of Whitewater and directs the City staff to prepare an ordinance and the proper notice of a public hearing for the amendment to the City of Whitewater Comprehensive Plan for the purpose of adopting the City of Whitewater Bicycle and Pedestrian Plan as a component of the City of Whitewater Comprehensive Plan.

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ADOPTED: December 17, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**2014 SALARY RESOLUTION.**

Until further information is available, the Management Analyst and CDA Assistant salary increases were removed.

**City of  
Whitewater  
2014 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 January 1, 2014.

**SCHEDULE I  
ADMINISTRATIVE POSITIONS**

Position	# of Positions	Effective	Salary
City Manager	1	10/03/2012	90,000.00
		01/01/2014	91,800.00
Chief of Police	1	01/01/2012	87,870.00
		01/01/2014	89,627.40
Municipal Judge	1	01/01/2012	19,772.53
		01/01/2014	20,167.98
City Attorney	1	01/01/2012	53,056.56
		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
B*	1	Accounting Technician II - Payroll & Accounts Payable	G		
	1	Accounting Technician II - Utilities	H	1	Neighborhood Services Director
	1/2	Accounting Technician II - Utilities (Part-time)	I	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

\*Non-Exempt Positions

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

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

\*Non-Exempt Positions

**SCHEDULE IV  
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

**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	Chemist Assistant	12.96	13.59	14.23	14.23	14.23	14.23
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 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>	22.56 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

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

**Grade F:** Lab Manager/Operator additional \$1.34 per hour of Pay Grade E

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

Wastewater Operator                      \$25.88      53,830.40

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

Wastewater Operator                      \$26.15      54,392.00

**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	01/01/2012	31.01	62,268.08
Detective Sergeant	1	01/01/2012	31.01	64,500.80
Detective	2	01/01/2012	29.65	61,672.00
Juvenile Officer	1	01/01/2012	29.65	61,672.00
Patrol Officer I*	14	01/01/2012	28.38	56,987.04
Patrol Officer II*		01/01/2012	25.71	51,625.68
Patrol Officer III*		01/01/2012	24.26	48,714.08

**FIRE-RESCUE**

<b>Position</b>	<b># of Positions (Part-time)</b>	<b>Wage</b>
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**

<b>Position</b>	<b># of Positions</b>	<b>Effective Date</b>	<b>Hourly Wage</b>
Community Service Officer	2	01/01/2014	\$10.75
Neighborhood Services Officer	1	01/01/2014	\$10.75
CDA Support Research Specialist	1	01/01/2014	\$10.00
Sports Coordinator	1	01/01/2014	\$12.24
Management Analyst	1	01/01/2014	\$12.00

**SCHEDULE IX  
PART-TIME SEASONAL EMPLOYEES**

<b>Position</b>	<b>Step</b>				
	<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>
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	10.96	10.96	10.96	10.96	10.96
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

Resolution introduced by Councilmember Binnie and seconded by Abbott. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. ADOPTED: December 17, 2014.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**FIRST READING OF ORDINANCE AMENDING CHAPTER 19.54.052 RELATING TO SIGNS.** Council directed staff to include this ordinance in the rewrite of the zoning code that is currently underway.

ORDINANCE NO. 1867 Preliminary

ORDINANCE AMENDING SECTION 19.54.052 CONCERNING  
MAXIMUM ON-PREMISES DIRECTIONAL SIGN SIZES ORDINANCE  
IN THE M-1, M-2, AND WUTP ZONING DISTRICTS

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

SECTION 1. Whitewater Municipal Code Chapter 19.54, Section 19.54.052, is amended to provide that on-premises directional signage in the M-1 (General Manufacturing), M-2 (Manufacturing and Miscellaneous Use), and WUTP (Whitewater University Technology Park) Zoning Districts shall be allowed to have nine (9) square feet of signage on each side of on-premises directional signs.

Ordinance introduced by Councilmember Winship, who moved its adoption. Seconded by Councilmember Binnie. AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. FIRST READING APPROVED: December 17, 2013.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**WHITEWATER K-9 PROGRAM.** Police Chief Otterbacher presented information on the Whitewater Police Department's fundraising efforts for acquisition of a K9 unit. Otterbacher indicated that K9 units are one of the fastest growing tools for police to use in the fight against drugs. Whitewater would use their unit for detection of narcotics as well as tracking missing people. Otterbacher continued by stating that the Department has raised \$33,000, and is approximately \$15,000 short of the original goal. Recurring veterinarian costs and food costs have been covered through donations. Although no formal vote was taken, councilmembers indicated that they were supportive of the K9 program assuming fundraising goals are met.

**POLICE CHIEF OTTERBACHER EMPLOYMENT CONTRACT.** It was moved by Binnie and seconded by Abbott to approve an amendment to the contract with Police Chief Lisa Otterbacher, to allow the Chief to drive and keep a city-owned vehicle at her residence (located out of the city limits) and further to authorize the City Manager and City Attorney to add an additional amendment clarifying that the vehicle is not to be used for personal purposes except for incidental use." AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**SECOND SALEM BREWING COMPANY WHOLESALE BEER AND CLASS "B" BEER LICENSE.** It was moved by Binnie and seconded by Abbott to approve a Wholesale Beer license for Second Salem Brewing Company at 111 Whitewater Street, effective when the establishment is ready to operate, and to approve a Class "B" beer license for the same business, with the understanding that the establishment will be open by June 1, 2014. (It is understood that

the ordinance requiring a licensee to be in operation within 60 days of the date of council approval has been waived in this case). AYES: Frawley, Abbott, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**POLL WORKER APPOINTMENT 2014-2015.** Per Wisconsin Statutes, the two parties receiving the most votes at the last general election (normally Republicans and Democrats) may nominate first choice poll workers to be used at elections. The Republicans of Walworth County and Jefferson County have made first choice nominations. City Clerk Smith has also provided a listing of other poll workers that will need reappointment. It was moved by Binnie and seconded by Bregant to appoint the slate of poll workers as presented. AYES: Frawley, Abbot, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. .

**RANDY'S RESTAURANT ALCOHOL LICENSE CHANGE OF AGENT.** It was moved by Binnie and seconded by Bregant to appoint Patricia Cruse to serve as agent of the "Class B" Beer and Liquor license for Randy's restaurant business at 841 E. Milwaukee Street. AYES: Frawley, Abbot, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**CANCELLATION OF JANUARY 7, 2014 COUNCIL MEETING.** Traditionally the Council has cancelled the first meeting in January. It was moved by Binnie and seconded by Bregant to cancel the January 7, 2014 council meeting. AYES: Frawley, Abbot, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**FUTURE AGENDA ITEMS:** None.

**ADJOURNMENT.** It was moved by Abbott and seconded by Bregant to adjourn the meeting. AYES: Frawley, Abbot, Winship, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None. The meeting adjourned at 8:15 p.m.

Respectfully submitted,

Michele R. Smith, Clerk