

**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 3, 2015

The regular meeting was called to order at 6:30 p.m. by Council President Singer. MEMBERS PRESENT: Frawley, Abbott, Diebolt-Brown, Binnie, Singer, Kidd, Bregant. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: McDonell.

It was moved by Bregant and seconded by Binnie to approve the Council minutes of October 21, 2014 and October 28, 2014 and to acknowledge receipt and filing of the Irvin L. Young Memorial Library Board minutes of 12/15/2014. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None.

**PAYMENT OF INVOICES.** It was moved by Bregant and seconded by Binnie to approve payment of city invoices in the total sum of \$145,482.64. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None.

**STAFF REPORTS.** City Manager Clapper presented a plaque to the UWW Football team in recognition of their team's National championship.

**CITIZEN COMMENTS:** None.

**AMENDMENT NO. 1 TO 2015 SALARY RESOLUTION.**

**City of Whitewater  
2015 SALARY RESOLUTION  
AMENDMENT 1**

**WHEREAS**, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, sets forth the wage and salary schedule for employees for 2015, 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 2015 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, 2015.

### 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
	1	Recreation Program Coordinator	F	1	City Clerk
	1	Confidential Executive Assistant	G	0	
	1	Administrative Assistant I - Utilities	H	1	Neighborhood Services Director
B	1	Accounting Technician II - Utilities	I	1	Chief Information Officer
	1	Accounting Technician II - Payroll & Accounts Payable	J	1	Water Superintendent
	1	Administrative Assistant I - Neighborhood Services		1	Streets, Parks & Forestry Superintendent
	1	Deputy Clerk		1	Parks & Recreation Director
	1/2	Clerk of Court (Part-time)		1	Wastewater Treatment Plant Superintendent
C	1	GIS Technician	K	1	Assistant City Manager
D	1	Support Services Manager	L	1	Finance Director
	1	Finance Support Services Manager			
	3/4	Human Resources Coordinator			
	1	Economic Development Specialist			

### SCHEDULE II PROFESSIONAL AND TECHNICAL EMPLOYEE PAY PLAN

Pay Grade		Steps				
		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 Position

### SCHEDULE III LIBRARY POSITIONS

Pay Grade	# of Position	Classification Titles	Steps				
			1	2	3	4	5
A1	2	Customer Service Associate*	12.27	12.82	13.39	13.39	13.39
A2	5	Customer Service Specialist*	13.33	13.94	14.56	15.15	15.76
A3	3	Technical Services Specialist*	15.15	15.86	16.54	17.23	17.91
	3	Outreach Services Specialist*					
A4	1	Youth Educational Services 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 DEPARTMENT COMMUNICATIONS CENTER

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 <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 Code Enforcement/Building Maintenance Water Operator - no certification Wastewater Operator - no certification Wastewater Operator/Lab Technician - no certification <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>
<b>Grade F:</b>	Additional \$0.20 per hour above Pay Grade E upon successful completion and receipt of Grade I certification and one sub grade.						
<b>Grade G:</b>	Additional \$0.79 per hour above Pay Grade E upon successful completion of Grade II and all Grade II sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
<b>Grade H:</b>	Additional \$1.06 per hour above Pay Grade E upon successful completion of Grade IV and all Grade IV sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
<b>Grade I:</b>	Additional \$1.56 per hour above Pay Grade E for the position of Lab Manager/Operator.						

**SCHEDULE VI  
WHITEWATER POLICE DEPARTMENT**

Position	# of Positions	Effective Date	Hourly Wage	<i>Per 2,080 Hours *Patrol (2,008 Hours)</i>
Captain	1	1/1/2015	-	82,339.30
Lieutenant	1	1/1/2015	-	78,180.96
Sergeant*	3	1/1/2015	30.54	63,513.44
Detective Sergeant	1	1/1/2015	31.63	65,790.82
Detective	2	1/1/2015	30.24	62,905.44
Juvenile Officer	1	1/1/2015	30.24	62,905.44
Patrol Officer I*	14	1/1/2015	28.95	58,126.78
Patrol Officer II*		1/1/2015	26.22	52,658.19
Patrol Officer III*		1/1/2015	24.75	49,688.36
Position	# of Positions	Effective Date	Hourly Wage	<i>Per 2,080 Hours *Patrol (2,008 Hours)</i>
Captain	1	7/1/2015	-	83,268.20
Lieutenant	1	7/1/2015	-	79,353.67
Sergeant*	3	7/1/2015	30.99	64,466.14
Detective Sergeant	1	7/1/2015	32.11	66,777.68
Detective	2	7/1/2015	30.70	63,849.02
Juvenile Officer	1	7/1/2015	30.70	63,849.02
Patrol Officer I*	14	7/1/2015	29.38	58,998.68
Patrol Officer II*		7/1/2015	26.62	53,448.06
Patrol Officer III*		7/1/2015	25.12	50,433.69

**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)		\$2.00 per hour
EMT On-Call Pay (Truck 2)		\$2.00 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
Community Service Officer	2	01/01/2015	\$10.75
Neighborhood Services Officer	2	01/01/2015	\$10.75

**SCHEDULE IX  
PART-TIME SEASONAL EMPLOYEES**

Position	Steps				
	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	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, who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None. ADOPTED: February 3, 2015.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**SECOND READING OF ORDINANCE – AMENDMENT TO “COMPLETE STREETS”  
ORDINANCE.**

**ORDINANCE ADOPTING COMPLETE STREETS GOALS**

## **AND GUIDELINES IN THE CITY OF WHITEWATER**

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

SECTION 1. Whitewater Municipal Code Chapter 11.51, Complete Streets Ordinance, is hereby created to read as follows:

### **11.51.010 FINDINGS**

By enacting this ordinance, the City of Whitewater will encourage healthy, active living, reduce traffic congestion and fossil fuel use, and improve the safety and quality of life of residents of the City of Whitewater by providing safe, convenient and comfortable routes for walking, bicycling, and public transportation.

### **11.51.020 PURPOSE**

The purpose of this Ordinance is to enable the Streets of the City of Whitewater to provide safe, convenient, and comfortable routes for walking, bicycling, and public transportation that encourage increased use of these modes of transportation, enable convenient travel as part of daily activities, improve the public welfare by addressing a wide array of health and environmental problems, and meet the needs of all Users of the Complete Streets, including children, older adults, and people with disabilities, and provide adequate parking for commercial and residential uses.

### **11.51.030 DEFINITIONS**

The following words and phrases, whenever used in this Chapter, shall have the meanings defined in this section unless the context clearly requires otherwise:

- A. “Complete Streets” means design features that contribute to a safe, convenient, or comfortable travel experience for Users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved shoulders; street trees and landscaping; planting strips; curbs; accessible curb ramps; bump outs; crosswalks; refuge islands; pedestrian and traffic signals, including countdown and accessible signals; signage; street furniture; bicycle parking facilities; public transportation stops and facilities; transit priority signalization; traffic calming devices such as rotary circles, traffic bumps, and surface treatments such as paving blocks, textured asphalt, and concrete; narrow vehicle lanes; raised medians; and dedicated transit lanes, and those features identified in the City of Whitewater Bicycle and Pedestrian Master Plan.
- B. “Street” means any public right of way, including arterials, connectors, alleys, ways, lanes, and roadways by any other designation, as well as bridges, tunnels, and any other portions of the transportation network.
- C. “Street Project” means the construction, reconstruction, retrofit, maintenance, alteration, or repair of any Street, and includes the planning, design, approval, and implementation processes, except that “Street Project” does not include minor routine

upkeep such as cleaning, sweeping, mowing, spot repair, or interim measures on detour routes.

- D. "Users" means individuals that use streets, including pedestrians, bicyclists, motor vehicle drivers, public transportation riders and drivers, and people of all ages and abilities, including children, youth, families, older adults, and individuals with disabilities.

#### 11.51.040 COMPLETE STREETS ORDINANCE GOALS AND GUIDELINES

The City of Whitewater shall attempt to enhance the safety, access, convenience and comfort of all Users of all ages and abilities, providing for equality in use between pedestrians (including people requiring mobility aids), bicyclists, transit Users, motorists and freight drivers, and businesses and residents who need adequate parking through the design, operation and maintenance of a transportation network, so as to create a connected network of facilities accommodating each mode of travel that is consistent with and supportive of the local community and businesses, recognizing that all streets are different and that the needs of various Users will be balanced in a flexible manner to achieve Complete Streets. This goal shall be implemented as follows:

- A. The City of Whitewater will consider including Complete Streets elements in all public transportation projects, in order to provide appropriate accommodation for bicyclists, pedestrians, transit Users and persons of all abilities, while promoting safe operation for all Users, in comprehensive and connected networks, in a manner consistent with, and supportive of, the surrounding community.
- B. As practical, the City of Whitewater shall incorporate Complete Streets infrastructure into existing streets so as to improve the safety and convenience of Users, construct and enhance the transportation network for each category of Users, and foster economic development and new employment.
- C. The City of Whitewater shall recognize that Complete Streets may be achieved through single elements incorporated into a particular project, or incrementally through a series of smaller improvements or maintenance activities over time. The City of Whitewater shall approach every transportation project and program as an opportunity to improve streets and a transportation network for all Users.
- D. The City of Whitewater shall use the Whitewater Bicycle and Pedestrian Master Plan, the Wisconsin Department of Transportation Bicycle Facility Design Handbook and the American Association of State Highway and Transportation Officials Guide for the Development of Bicycle Facilities as guides for meeting these goals.
- E. Complete Streets, bicycle, pedestrian, and transit facilities features shall be incorporated, when applicable and practical, in all city street projects, and reconstruction, repaving, and rehabilitation projects, with only the following exceptions:
  - (1) Bicycles or pedestrians are prohibited by law from using the facility.
  - (2) The cost of establishing bikeways or walkways as part of the project would be disproportionate in cost or to anticipated future use (not the current use).
  - (3) The existing right-of-way is constrained in a manner that inhibits simple addition of transit, bicycle, or pedestrian improvements. In this case, the city shall consider

alternatives such as lane reduction, lane narrowing, on-street parking relocation or reduction, shoulders, signage, traffic calming, or enforcement.

(4) Where such facilities would constitute a threat to public safety or health in the determination of the City Engineer or the City staff.

- F. All initial planning and design studies, and other project reviews, for public infrastructure projects requiring funding or approval by the City of Whitewater shall (1) evaluate the effect of the proposed project on safe travel by all Users, and (2) identify measures to mitigate any adverse impacts on such travel that are identified.
- G. When drafting or revising design guidelines, the City of Whitewater shall consider including Complete Streets infrastructure and goals, such as bicycle lanes and cycle tracks, sidewalks, street crossings, curb geometries, and planting strips. The design of new or reconstructed facilities should anticipate and support likely future demand for bicycling, walking and transit facilities.
- H. Because freight is important to the basic economy of the City and has unique right-of-way needs to support that role, freight will be a priority on streets classified as truck routes. Complete Streets improvements that are consistent with freight mobility but also support other modes shall be considered on these streets.
- I. Nothing in this ordinance is intended to impose any additional civil liability upon the City of Whitewater other than that which is imposed by existing law.

Ordinance introduced by Councilmember Kidd who moved its adoption. Seconded by Councilmember Bregant. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None. ADOPTED: February 3, 2015.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

**“CLASS B” BEER AND LIQUOR LICENSE FOR RAMON ROCHA, 292 S. WISCONSIN ST.** Wanda’s Waterfront restaurant located at the American Legion building has ceased operating. Ramon Rocha has negotiated the rental of the American Legion property with the Legion. It was moved by Abbott and seconded by Singer to approve the transfer of the “Class B” license (beer and liquor) from Wanda Milmanow to Ramon Rocha, for a business to be operated from the American Legion building at 292 Wisconsin Street. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None.

**GEORGE STREET RECONSTRUCTION DISCUSSION.** Assistant City Manager Chris McDonell updated Council on plans for the reconstruction of George Street. Citizen input meetings have been held with neighbors. Michael Kaspar, resident of George Street, presented a Petition to the Council, wherein 80% of the property owners have signed in opposition to installation of sidewalks on the Street. A very lengthy discussion ensued, with many George Street residents vocalizing their opposition to sidewalks. Concerns about emergency routes during construction, and concerns about the effect of the reconstruction on drainage were expressed. City Manager Clapper voiced support for the sidewalks, particularly in light of the fact that there is a connection between George Street and the bike and pedestrian path. It was moved by Kidd and seconded by Abbott to eliminate sidewalks from the reconstruction plan for George Street. AYES: Frawley, Abbott, Brown, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**RECREATION ACCESSIBILITY PRESENTATION.** Assistant City Manager McDonell has been working with Recreation Accessibility of Hoffman Estates, Illinois. The group has completed a review of city facilities and parks, and has analyzed the City's compliance with ADA requirements. The full report will contain twenty-eight site reports, from the Armory to Turtle Mound Park; a conclusion section with recommendations; and a transition plan. Further information will be forthcoming.

**DOWNTOWN ARMORY LANDMARK DESIGNATION DISCUSSION.** The Landmarks Commission has begun the process of designating the Downtown Armory at 146 W. North Street as a local Landmark. The Landmarks Commission has met and is in support of the designation. City Staff sought input from Council members as to their opinion. City Manager Clapper and Parks and Recreation Director Amundson indicated that they did not have much concern regarding the possibility of designating the Armory as a local Landmark, but that designation on the Federal register of historic places could create serious limitations for repairs / additions to the building. Landmarks Commission members confirmed that they were interested in obtaining only a local designation, and that they had no intention of pursuing a federal Landmark designation. Based on this confirmation, Council consensus was that they would support the designation of a local landmark, and encouraged the Commission to proceed with the process.

**WHITEWATER ARTS ALLIANCE CULTURAL ARTS BUILDING LEASE.** The Whitewater Arts Alliance has asked for consideration of a reduction of their rent payment for the White Building, from \$800 per month to \$400 per month. The Arts Alliance has contributed approximately \$75,000 towards improvements for the building, and continues to maintain their area of the building. It was moved by Kidd and seconded by Bregant to reduce the monthly rent for the upstairs of the White Building to \$400 per month. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**POLICE SQUAD PURCHASE.** Police Chief Otterbacher reported that quotes were obtained from Ketterhagen Motors and Ewald Motors for purchase of replacement police vehicles. A total of \$65,000 was budgeted for the purchase of the vehicles. Although the local dealer, Ketterhagen, is slightly higher priced than Ewald, it was moved by Binnie and seconded by Abbott to authorize the purchase of a 2015 Taurus and a 2015 Explorer from Ketterhagen Motors, at prices of \$24,984.92 and \$27,098.74 respectively. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Singer, Bregant, Kidd. NOES: None. ABSENT: None.

**COUNCILMEMBER REQUESTS FOR FUTURE AGENDA ITEMS.** None.

**ADJOURNMENT.** Being no further business to come before the Council, it was moved by Abbott and seconded by Bregant to adjourn the meeting. AYES: Frawley, Abbott, Diebolt-Brown, Binnie, Bregant, Singer, Kidd. NOES: None. ABSENT: None. The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Michele R. Smith, Clerk

