

**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 1, 2015

The regular meeting of the Common Council was called to order at 6:30 p.m. by Council President Patrick Singer. MEMBERS PRESENT: Wellnitz, Langnes, Grady, Binnie, Abbott, Singer, Kidd. MEMBERS ABSENT: None. LEGAL COUNSEL PRESENT: Wallace McDonell.

It was moved by Binnie and seconded by Abbott to approve the Council Minutes of 11/17/15 (with corrections to the Future Agenda Items section to Chair of subcommittee – management discussion regarding impervious surface – wanted to have discussion regarding phosphorous and water quality issues with regard to County) and to acknowledge receipt and filing of the following: Irvin L. Young Memorial Library Board Minutes of 10/19/15; Cable TV Commission Minutes of 10/14/14; Police and Fire Commission Minutes of 5/21/15 and 7/28/15; and the Plan and Architectural Review Commission Minutes of 9/14/15 and 10/12/15. AYES: Wellnitz, Langnes, Grady, Binnie, Abbott, Singer, Kidd. NOES: None. ABSENT: None.

PAYMENT OF INVOICES. It was moved by Binnie and seconded by Abbott to approve payment of city invoices in the total sum of \$278,144.01. AYES: Wellnitz, Langnes, Grady, Binnie, Abbott, Singer, Kidd. NOES: None. ABSENT: None.

2016 SALARY RESOLUTION.

**City of Whitewater
2016 Salary Resolution**

WHEREAS, the City of Whitewater, Walworth and Jefferson Counties, Wisconsin, set forth the wage and salary schedule for employees for 2016, 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 2016 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, 2016.

Schedule I

Administrative Positions

Position	# of Positions	Effective	Salary
City Manager	1	01/01/2016	93,636.00
Chief of Police	1	01/01/2016	91,419.95
Municipal Judge	1	01/01/2016	20,571.34
City Attorney	1	01/01/2016	55,200.04

Schedule II
Administrative Positions
Effective 01/01/2016

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

Schedule II
Administrative Positions
Effective 01/01/2016

Pay Grade		Steps				
		1	2	3	4	5
A*	Hourly Wage	15.69	16.17	16.86	17.58	18.27
	2080 Hours	32,635.20	33,633.60	35,068.80	36,566.40	38,001.60
B*	Hourly Wage	16.81	17.58	18.33	19.09	19.86
	2080 Hours	34,964.80	36,566.40	38,126.40	39,707.20	41,308.80
C	Salary	37,997.67	39,724.02	41,450.63	43,178.77	44,905.38
D	Salary	41,035.72	42,901.58	44,764.81	46,630.41	48,497.84
E	Salary	45,036.56	47,083.24	49,129.65	51,177.62	53,225.30
F	Salary	48,556.79	50,763.76	52,969.68	55,178.21	57,383.86
G	Salary	52,076.76	54,444.55	56,811.02	59,175.92	61,543.71
H	Salary	55,596.99	58,122.72	60,651.06	63,175.23	65,705.12
I	Salary	59,115.92	61,803.50	64,489.53	67,176.08	69,863.66
J	Salary	62,634.59	65,481.43	68,329.83	71,175.37	74,023.51
K	Salary	66,156.12	69,162.20	72,169.87	75,174.66	78,182.30
L	Salary	69,675.06	72,841.70	76,009.90	79,175.50	82,344.75

*Non-Exempt Positions

Schedule III
Library Positions
Effective 01/01/2016

Pay Grade	# of Positions	Classification Titles	Steps				
			1	2	3	4	5
A1*	2	Customer Service Associate	12.52	13.08	13.66	13.66	13.66
A2*	5	Customer Service Specialist	13.60	14.22	14.85	15.45	16.08
A3*	3	Technical Services Specialist	15.45	16.18	16.87	17.57	18.27
	3	Outreach Services Specialist	15.45	16.18	16.87	17.57	18.27
A4	1	Youth Educational Services Librarian	37,997.67	39,724.28	41,450.63	43,178.77	44,905.38
A5	1	Assistant Library Director	48,556.79	50,763.76	52,969.68	55,173.21	57,383.86
A6	1	Library Director	62,634.59	65,481.43	68,329.83	71,175.37	74,023.51

*Non-Exempt Positions

Schedule IV
Whitewater Police Department Communications Center
Effective 01/01/2016

Position	# of Positions	Steps			
		1	2	3	4
Communications Coordinator	1	20.38	21.45	22.58	22.83
2080 Hours		42,390.40	44,616.00	46,966.40	47,486.40
Dispatch/Records Communications Aide	7	17.63	18.53	19.51	19.72
6 @ 1947 Hours	6	34,325.61	36,077.91	37,985.97	38,394.84
1 @ 976 Hours	1	17,206.88	18,085.28	19,041.76	19,246.72

Schedule V
Public Works Department
Effective 01/01/2016

Pay Grade	Classification Titles	Steps					
		1	2	3	4	5	6
		0-11 mos	12-23 mos	24-35 mos	36-47 mos	48-59 mos	60+ mos
A	Lab Assistant	10.20	10.42	10.65	10.88	11.11	11.34
B	Custodian/Groundskeeper	15.72	16.32	16.91	17.48	18.07	18.66
	1040 Hours	16,348.80	16,972.80	17,586.40	18,179.20	18,792.80	19,406.40
C	Laborer II	18.37	18.96	19.55	20.13	20.74	21.31
	2080 Hours	38,209.60	39,436.80	40,664.00	41,870.40	43,139.20	44,324.80
D	Building Maintenance	20.56	21.17	21.73	22.35	22.92	23.51
	2080 Hours	42,764.80	44,033.60	45,198.40	46,488.00	47,673.60	48,900.80
	1560 Hours	32,073.60	33,025.20	33,898.80	34,866.00	35,755.20	36,675.60
E	Engineering Technician	23.01	23.52	24.03	24.55	25.06	25.59
	Laborer I						
	Laborer I - Mechanic						
	Code Enforcement/Building Maintenance						
	Water Operator - no certification						
	Wastewater Operator - no certification						
	Wastewater Operator/Lab Technician - no certification						
2080 Hours	47,860.80	48,921.60	49,982.40	51,064.00	52,124.80	53,227.20	
F	Additional \$0.20 per hour above Pay Grade E upon successful completion and receipt of Grade I certification and one sub grade.						
G	Additional \$0.79 per hour above Pay Grade E upon successful completion and receipt of Grade II and Grade II sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
H	Additional \$1.06 per hour above Pay Grade E upon successful completion and receipt of Grade IV and Grade IV sub grades required by Wisconsin Administrative Code for the City of Whitewater Wastewater Utility.						
I	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	Hours	Hourly Wage	Salary
Captain	1	01/01/2016	2080	-	81,434.34
Lieutenant	4	01/01/2016	2008	34.46	69,195.68
Detective Lieutenant	1	01/01/2016	2080	34.46	71,676.80
Detective	2	01/01/2016	2080	33.13	68,910.40
Juvenile Officer	1	01/01/2016	2080	33.13	68,910.40
Patrol Officer I	14	01/01/2016	2008	30.06	60,360.48
Patrol Officer II		01/01/2016	2008	28.56	57,348.48
Patrol Officer III		01/01/2016	2008	27.14	54,497.12
Patrol Officer IV		01/01/2016	2008	25.62	51,444.96

Position	# of Positions	Effective	Hours	Hourly Wage	Salary
Captain	1	07/01/2016	2080	-	82,655.86
Lieutenant	4	07/01/2016	2008	34.98	70,239.84
Detective Lieutenant	1	07/01/2016	2080	34.98	72,758.40
Detective	2	07/01/2016	2080	33.63	69,950.40
Juvenile Officer	1	07/01/2016	2080	33.63	69,950.40
Patrol Officer I	14	07/01/2016	2008	30.51	61,264.08
Patrol Officer II		07/01/2016	2008	28.99	58,211.92
Patrol Officer III		07/01/2016	2008	27.55	55,320.40
Patrol Officer IV		07/01/2016	2008	26.00	52,208.00

Schedule VII

Fire-Rescue

01/01/2016

Position	# of Positions (Volunteer)	Hourly Wage
Fire Chief	1	19.00
Assistant Chief	3	17.00
Captain	4	14.00
Lieutenant	8	13.00
Fire-Inspector	3	15.00
Fire Members	42	12.00
Rescue Squad EMT's	45	
Non-Transport		12.00
Transport Driver		16.00
Transport Basic		17.50
Transport Intermediate		20.00
Transport Intermediate		2.00
Fire/EMS Equipment Maintenance		100.00/month stipend + add \$1.00 to regular hourly rate
Fire Apparatus/Equipment Checks		50.00/month stipend + add \$1.00 to regular hourly rate
Technical Rescue Equipment Maintenance		25.00/month stipend + add \$1.00 to regular hourly rate

Schedule VIII

Part-Time Employees

Position	# of Positions	Effective	Hourly Wage
Community Service Officer	2	01/01/2016	10.75
Neighborhood Services Officer	2	01/01/2016	10.75

Schedule VIII

Part-Time Seasonal Positions

Effective 01/01/2016

Classification Titles	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
Cable TV Camera Operators	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
Sports Officials	20.00	21.00	22.00	24.00	25.00
WIAA Sports Officials	35.00	35.00	35.00	35.00	35.00
Seasonal Laborer	7.25	7.50	8.00	8.75	9.75

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Abbott. AYES: Wellnitz, Langnes, Binnie, Grady, Abbott, Singer, Kidd. NOES: None. ABSENT: None. ADOPTED: December 1, 2015.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

AUTHORIZATION TO APPLY FOR DNR GRANT TO CONDUCT DREDGING FEASIBILITY STUDY.

RESOLUTION AUTHORIZING CITY OF WHITEWATER TO APPLY FOR A LARGE SCALE LAKE MANAGEMENT PLANNING GRANT FROM THE WISCONSIN DEPARTMENT OF NATURAL RESOURCES WALWORTH AND JEFFERSON COUNTIES, WISCONSIN

WHEREAS, the City of Whitewater is interested in obtaining a cost-share grant from the Wisconsin Department of Natural Resources for the purpose of conducting a dredging feasibility study;

WHEREAS, the applicant attests to the validity and veracity of the statements and representations contained in the grant application;

WHEREAS, a grant agreement is requested to carry out the project; and

Now, therefore, **BE IT RESOLVED** that the Common Council of the City of Whitewater, Walworth and Jefferson Counties, has budgeted a sum sufficient to fully and satisfactorily complete the project and hereby authorizes and empowers the following officials or employees to submit the following documents to the Wisconsin Department of Natural Resources for financial assistance that may be available:

Task	Title of Authorize Representative
Sign and submit grant application	Parks & Recreation Director
Enter into a grant agreement with the DNR	City Manager
Take necessary action to undertake, direct, and complete the approved project and bind the applicant	Parks & Recreation Director
Submit quarterly and/or final reports to the DNR to satisfy the grant agreement, as appropriate	Parks & Recreation Director
Submit reimbursement request(s) to the DNR no later than the date specified in the grant agreement	Finance Director

BE IT FURTHER RESOLVED that applicant will comply with all local, state and federal rules, regulations and ordinances relating to this project and the cost-share agreement.

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Abbott. AYES: Wellnitz, Langnes, Grady, Binnie, Abbott, Singer, Kidd. NOES: None. ABSENT: None. ADOPTED: December 1, 2015.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

VACATING PORTION OF E. MAIN COURT. City Attorney McDonell indicated that it is necessary to vacate a portion of E. Main Court (located east of Provisur building [f/k/a Weiler's] at 1116 E. Main Street) to allow for DP Electronics to develop their recycling business on the property east of 1116 E. Main Street.

RESOLUTION DISCONTINUING EAST MAIN COURT

WHEREAS, East Main Court is a roadway in the City of Whitewater, and

WHEREAS, East Main Court is adjacent to Lot 1 of Certified Survey Map 4442, and

WHEREAS, the City intends to sell Lot 1 of Certified Survey Map 4442 to a developer who has requested that the City discontinue East Main Court to facilitate a substantial commercial development in the City of Whitewater, and

WHEREAS, discontinuance of East Main Court will facilitate economic development in the City of Whitewater, and

WHEREAS, discontinuing East Main Court is in the City of Whitewater's best interest, and the public's best interest requires the discontinuance of East Main Court.

Now therefore, **BE IT RESOLVED** as follows:

East Main Court in the City of Whitewater, as more particularly described in the attached legal description and shown on the attached map, is hereby discontinued.

The official map of the City of Whitewater is hereby amended to show the discontinuance of East Main Court.

The discontinued East Main Court property shall be attached to and become a part of Lot 1 of City of Whitewater, Walworth County, Certified Survey Map Number 4442 recorded October 5, 2012 in Volume 29 of C.S.M.'s pages 30-33 as Document Number 848249.

All utility easements and any easement for existing utilities are being retained by the City of Whitewater.

Resolution introduced by Councilmember Binnie, who moved its adoption. Seconded by Councilmember Abbott. AYES: Wellnitz, Langnes, Grady, Binnie, Abbott, Singer, Kidd. NOES: None. ABSENT: None. ADOPTED: December 1, 2015.

Cameron L. Clapper, City Manager

Michele R. Smith, City Clerk

AMENDING CHAPTER 19.19 RELATING TO R-2A ZONING DISTRICT. A discussion regarding the proposed ordinance relating to increased occupancy occurred, particularly as it relates to the reasonableness of requiring a minimum of 75 square feet for a bedroom when an applicant requests R-2A zoning. Questions regarding exactly what type of application this minimum should be applied to were voiced. It was noted that the City had just completed a rewrite of the zoning code so that consistency could occur. Councilmember Abbott indicated that there is no reference to applying this minimum standard to any district besides the R-2A. Concerns about conversion of rooms to bedrooms when the room was previously used for another purpose were discussed. Also noted by Councilmember Abbott was the fact that college students do not use a dining room for dinner purposes. Abbott noted that the amount of space proposed to be required was absurd. Councilmember Binnie inquired about the effects of a finished basement on the minimum square footage requirement. It was agreed that more input was desired from the Plan Commission, particularly as the requirements relate to homes with finished basements. Council would like to have Plan Commission input as to whether 75 square feet is a reasonable number, or is it more of a market driven matter. It was moved by Langnes and seconded by Binnie to refer the ordinance back to the Plan Commission for their further review, particularly as it relates to finished basement areas and the reasonableness of a 75 square foot minimum. AYES: Wellnitz, Langnes, Binnie, Abbott, Singer, Kidd. NOES: None. ABSENT: None. ABSTAIN: Grady.

APPOINTMENT OF CITIZEN MEMBER TO BIRGE FOUNTAIN COMMITTEE. It was moved by Binnie and seconded by Abbott to appoint Alan Luckett as citizen member to the Birge Fountain Committee. AYES: Wellnitz, Langnes, Binnie, Abbott, Singer, Kidd, Grady. NOES: None. ABSENT: None.

WATER RATE INCREASE. Discussion on rate increases was delayed until after discussion regarding the wastewater treatment plant improvements was presented.

JANITORIAL CONTRACT WITH DIVERSIFIED BUILDING MAINTENANCE. It was moved by Binnie and seconded by Abbott to approve a three-year contract with Diversified Building Maintenance for janitorial services for the Municipal Building, Innovation Center, Library, Downtown Armory, Starin Park Community Building and the Cravath Lakefront Center. for a fee of \$9,347.00 per month. AYES: Wellnitz, Langnes, Binnie, Abbott, Singer, Kidd, Grady. NOES: None. ABSENT: None.

MAIN STREET AND CENTER STREET CLOSURE. It was moved by Binnie and seconded by Abbott to authorize the closure of a portion of Main Street, between Whitewater and 2nd Streets, as well as First Street, between Center and Main, on September 10, 2016. AYES: Wellnitz, Langnes, Binnie, Abbott, Singer, Kidd, Grady. NOES: None. ABSENT: None.

EXECUTIVE SESSION. It was moved by Singer and seconded by Abbott to adjourn to Closed Session, NOT TO RECONVENE, pursuant to Chapter 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: Negotiation of Whitewater Aquatic Center . AYES: Wellnitz, Langnes, Binnie, Abbott, Singer, Kidd, Grady. NOES: None. ABSENT: None. Being no further business to come before the regular portion of the meeting, the meeting adjourned at 7:05 p.m.

Respectfully submitted,

Michele R. Smith, Clerk