

**MINUTES  
CITY OF JEFFERSON COMMON COUNCIL  
CITY HALL COUNCIL CHAMBERS  
TUESDAY, DECEMBER 3, 2024**

The Tuesday, December 3, 2024 meeting of the City of Jefferson Common Council was called to order at 7:00 p.m. by Mayor Oppermann. Members' present were: Ald. Schroeder, Ald. Obernberger, Ald. Teeter, Ald. Tully, Ald. Mattke, Ald. Beyer, Ald. Larson and Ald. Neils. Absent: None. Also present were: City Administrator Freitag, City Attorney Rogers, Chief Richter, Utility Director Clark and Deputy City Clerk/Treasurer Maahs.

**PUBLIC PARTICIPATION**

Mayor Oppermann asked to be joined in a moment of silence to honor the life and city committee service of Raughn Ferrell who passed away.

Administrator Freitag shared and briefly gave an update on the plat for the new Junction Heights subdivision.

**CONSENT AGENDA**

(To be introduced by Ald. Teeter.)

**CITY OF JEFFERSON  
RESOLUTION NO. 81**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the consent agenda for December 3, 2024, is hereby adopted.

- A. Vouchers Payable for December Payables in the amount of \$816,703.28. Payroll Summary for November 15, 2024, in the amount of \$214,676.81 and November Manuals in the amount of \$50,625.00.
- B. Council Minutes from November 19, 2024, of the Common Council.
- C. Licenses as Approved by the Regulatory Committee:
  1. Operator's Licenses.

Ald. Teeter, seconded by Ald. Obernberger, moved to approve Resolution No. 81. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE SHARED TAXI RIDE CONTRACT**

(To be introduced by Ald. Neils.)

**CITY OF JEFFERSON  
RESOLUTION NO. 82**

**THEREFORE BE IT RESOLVED** by the Common Council of the City of Jefferson, Wisconsin that it herein affirms the recommendation of the Shared Taxi Ride Program Evaluation Committee to award a contract for Shared Taxi Ride Program Services with Brown Cab Service, Inc. commencing January 1, 2025. The contract is for the following period:

- Base Period (Contract Years 1 and 2)  
Contractor's Hourly Service Rate: \$38.42
- Option Year 1 (Contract Year 3)  
Contractor's Hourly Service Rate: \$38.80
- Option Year 2 (Contract Year 4)  
Contractor's Hourly Service Rate: \$39.18
- Option Year 3 (Contract Year 5)  
Contractor's Hourly Service Rate: \$39.57

**BE IT FURTHER RESOLVED** by the Common Council that the City Administrator and City Clerk/Deputy Treasurer are herein authorized to execute all contract documents on behalf of City of Jefferson with Brown Cab Service, Inc. subject to review by the City Attorney and all necessary approvals from the Wisconsin Department of Transportation.

Ald. Neils, seconded by Ald. Schroeder moved to approve Resolution No. 82. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE 2025 SCHEDULE OF FEES**

(To be introduced by Ald. Mattke.)

**CITY OF JEFFERSON  
RESOLUTION NO. 83**

**RESOLUTION TO SET THE 2025 SCHEDULE OF FEES**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the Council hereby adopts the 2025 Schedule of Fees (as attached).

**BE IT FURTHER RESOLVED**, that the Common Council may revise or otherwise alter the schedule by Resolution throughout the year as deemed necessary.

**CITY OF JEFFERSON**  
**2025 Schedule of Fees**  
**GENERAL ADMINISTRATION**

<b>Category</b>	<b>FEE TYPE</b>	<b>PRICE</b>	<b>NOTES</b>	<b>MUNICIPAL CODE SECTION</b>
<b>ANIMAL LICENSES</b>	Cat License	\$11/\$16	Altered/Unaltered	113
	Dog License	\$11/\$16	Altered/Unaltered	113
	Dog/Cat License for Pets 5 Months Old After July 1 <sup>st</sup>	\$5.50/\$8	Altered/Unaltered	113
	Late Fee	\$10	After March 31 <sup>st</sup>	113-12B/ 113-2
	Running At Large	\$50/\$100	1 <sup>st</sup> Offense/2 <sup>nd</sup> Offense	113-6(A)(3)
<b>LIQUOR LICENSES</b>	Beer License	\$100	Class "A" & "B"	160-3A/160-3B
	Class "B" Site License	\$500		160-3J
	Liquor License	\$500	Class "A" & "B"	160-3D/160-3E
	Cider License	\$0	Must have Class "A" Beer	
	Special Class "B" License	\$10		160-3B(2)
	Wine License	\$100		160-3F
<b>LICENSES/PERMITS</b>	Cigarette License	\$100		251-3(B)(2)
	Concerts/Amusement	\$20	Per Day	108-4(B)
	Circuses/Menageries	\$50		108-4(A)
	Pawn License	Varies	See Code for Cost	205
	Junk License	\$35		
	Lease of City Right of Way	\$50		240-8(A)
	Milk License	\$5		144-3
	Refuse Collection Fee	\$100		235
	Mobile Home License	\$100	50 Spaces/Year	185-4
	Sale of Goods in Right of Way	\$20		270-1
	Transient Merchant	\$50		270-3
	Taxicab	\$25		
	Golf Cart License	\$150/for 3 years		
<b>MISCELLANEOUS</b>	Copies	\$0.25	8 ½ X 11 – B&W	
		\$1	8 ½ x 11 - Color	
	Copies, Zoning Map	\$1	8 ½ X 11 - Color	
		\$5	8 ½ X 14 - Color	

<b>Category</b>	<b>FEE TYPE</b>	<b>PRICE</b>	<b>NOTES</b>	<b>MUNICIPAL CODE SECTION</b>
		\$10	11 X 17 - Color	
	DVDs-Not Cable	\$20		
	False Alarm	\$0	1 <sup>st</sup> & 2 <sup>nd</sup> Offense	103-1
		\$100	3 <sup>rd</sup> Offense	103-1
		\$300	4 <sup>th</sup> Offense	103-1
		\$500	5 <sup>th</sup> and Subsequent	103-1
	NSF Checks	\$50		
	Property Information Request – Over the Phone	\$10	More Than 1 Source	
	Room Tax	5%	5% Gross Receipts minus 5% Retained by Merchant	90-6
	Room Tax	5%	5% Gross Receipts minus 5% Retained by Merchant	90-6
	Special Assessment Letters	\$20		
<b>OPERATOR'S LICENSES</b>	Operator's License – New	\$32/\$42	1 yr/2yrs	160-3G
	Operator's License – Renewal	\$25/\$35		
	Provisional License	\$15	Valid for 60 Days	160-3H
	Temporary License	\$20	Valid for 2 Weeks	160-3I
<b>RENTALS</b>	Meeting Room Rental	\$40	Per Day	
	Meeting Room – Kitchen	\$10	With Room Rental	

**CITY OF JEFFERSON**  
**2025 Schedule of Fees**  
**PARKS, RECREATION & FORESTRY**

<b>Category</b>	<b>FEE</b>	<b>PRICE</b>	<b>NOTES</b>	<b>MUNICIPAL CODE SECTION</b>
<b>FORESTRY</b>	Violating Trees & Urban Forestry Ordinances	\$1,000	Per Day	256-1(L)
	Tribute Tree Program	\$400		
<b>PARKS</b>	Violating "Use of In Line Skates" Ordinances	\$10-\$20 \$25-\$50	1 <sup>st</sup> Offense 2 <sup>nd</sup> Offense	265-15(J)
	Rec Facilities Improvement Fee	\$500		294-6
	Park Fee in lieu of land	\$500		294-6
	Ball Diamond Reservation	\$70		
	Ball Diamond Deposit	\$40		
	Ball Diamond Preparation/game	\$50	Fischer Field	Res. 98 2016
	Ball Diamond Preparation/game	\$35	Riverfront	
	Ball Diamond Preparation/game	\$30	Jefferson High School	
	Park Shelter Rental *\$100 Deposit Required	\$75	Daily	
	Rotary Park Shelter *\$200 Deposit Required	\$125	Can be reserved up to two years in adv.	
	Rotary Park Shelter (Non-Profit) *\$100 Deposit Required	\$25	Can be reserved up to two years in adv.	
	Community Garden	\$20		
	Boat Launch Annual Permit	\$25/\$4	\$4 for second permit	204-6
	Boat Launch Daily Permit	\$5		204-6
	Boat Launch Violation	\$20		204-6
Milwaukee Street Bridge	\$200	Two weeks		
Public Lighting Request	\$400	One month		

<b>RECREATION</b>	Contracted Programs	70-30%		
	Swimming Lessons - Group	\$45 \$56.25	School District Res. Non-School Dist. Res	
	Swimming Lessons – Private	\$60 \$75	School District Res. Non-School Dist. Res	
	JFAC Passes – Individual	\$30 \$37.50	School District Res. Non-School Dist. Res	
	Additional passes per person	\$15 \$18.75	School District Res. Non-School Dist. Res	
	Swimming Passes – Punch Pass	\$25	Good for 10 Admissions	
<b>AQUATIC CENTER</b>	Aquatic Center Rentals	\$175	Per 2 Hour: \$30/additional 20 people	
<b>STREET BANNER</b>	Over the Street Banner	\$125/Wk. \$75/2 <sup>nd</sup> Wk. \$25/3 <sup>rd</sup> Wk.		
<b>STREET BANNER</b>	Over the Street Banner (Non-Profit)	\$50/Wk. \$25/2 <sup>nd</sup>		
<b>VFW REC CENTER RENTAL</b>	More than 4 hours	\$300	Per agreement with Lessee – City receives ½ of fee	Res. 70 2015
	4 hours or less	\$200		
	Kitchen Use	\$100		

**CITY OF JEFFERSON**  
**2025 Schedule of Fees**  
**BUILDING INSPECTION/HOUSING**

Category	FEE TYPE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>PERMITS</b>	Building- Commercial/Industrial	\$8/per \$1000 of Project Cost	+Base Fee of \$50	
	Building-Projects >\$5M Commercial/Industrial	\$2 per \$1000 after 1 <sup>st</sup> \$5M		
	Building-Residential	-.30/sq/ft	+Base Fee of \$50	
	Additions/Remodel	\$8/per \$1000	+Base Fee of \$50	
	Occupancy	\$75		
	Sprinkler System Review	\$150/area <5000 sq/ft		
	Sprinkler System Review	\$300/area >5000 sq/ft		
	Site Plan Review	\$200		
	Sign Permit Fee(Commercial/Industrial	\$100		
	Fence Permit	\$50		
	<b>Electrical</b>	Varies	+Base Fee of \$50	
	Electrical light switch, outlet, and light fixture or communication device		\$50	
	Electrical power receptacle <i>over 150 volts</i>		\$7	
	Electrical <i>over 30 amps</i>		\$8	
	Electrical service of switch alteration		\$55	
	Electrical <i>over 200 amps – addl. Per 100</i>		\$20	
	Electrical Refrigerating Unit- <i>per hp (\$5 min)</i>		\$1	

Electrical heating furnace, water heater		\$8	
Electric unit heating device (incl remote thermostat)		\$3	
Electrical air conditioning- <i>per ton</i> (\$5 min)		\$1	
Electrical feeder & sub-feeder <i>per 100 amp capacity</i>		\$10	
Electrical each motor- <i>per hp</i>		\$.50	
Dispenser-gas, fuel oil, permanent vending machine & well pump		\$6	
Electrical swim pool wiring & grounding		\$50	
Electrical Neon Sign, Florescent Sign <i>per transformer (\$4 min)</i>		\$.50	
Electrical wireway, busway, under floor raceway or auxiliary gutter- <i>per ft</i>		\$.50	
Electrical light poles		\$6	
Electrical Other		\$75	
Electrical re-inspection fee		\$75	
Electrical special inspection fee		\$75	
<b>HVAC</b>	Varies	+Base Fee of \$50	
HVAC gas, oil electric coal furnace & boiler one & two Family	\$25		
HVAC commercial	\$50		
HVAC <i>over 150,000 bru – per 50,000 btu</i>	\$3		
HVAC air conditioning			
HVAC one & two family	\$25		
HVAC commercial	\$50		



HVAC over 36,000 btu – per 12,000 btu	\$2		
HVAC fireplace and wood burning stove	\$25		
HVAC electric baseboard, wall unit & cabinet unit- <i>per kw</i>	\$1.25		
HVAC duct work alteration	\$20		
HVAC other	\$75		
HVAC re-inspection fee	\$75		
HVAC special inspection fee	\$75		
<b>Plumbing</b>	Varies	+Base Fee of \$50	
Plumbing new building		.04/sq. ft. for all areas	
Plumbing automatic washer		\$8	
Plumbing sink, dishwasher, disposal		\$8	
Plumbing water closet, lavatory, urinal		\$8	
Plumbing laundry tray		\$8	
Plumbing bathtub/shower		\$8	
Plumbing hot tub/spa/whirlpool		\$20	
Plumbing high- pressure boiler		\$50	
Plumbing drinking fountain, sillcock		\$8	
Plumbing floor drain, sight drain		\$8	
Plumbing water heater, water softener		\$8	
Plumbing sump pump, ejector, or pump		\$8	
Plumbing manhole		\$10	
Plumbing catch basin		\$5	
Plumbing sprinkler head		\$.50	
Plumbing sanitary building drain		\$10	

Plumbing sanitary building drain over 75 ft. ( <i>addl. per ft.</i> )		\$ .35	
Plumbing storm building drain		\$10	
Plumbing storm building drain over 75 ft. ( <i>addl. per ft.</i> )		\$ .35	
Plumbing sanitary sewer lateral		\$25	
Plumbing sanitary sewer lateral over 100 ft. ( <i>addl. per ft.</i> )		\$ .35	
Plumbing storm sewer lateral		\$25	
Plumbing storm sewer lateral over 100 ft. ( <i>addl. per ft.</i> )		\$ .35	
Plumbing water lateral		\$25	
Plumbing water lateral over 100 ft. ( <i>addl. per ft.</i> )		\$ .35	
Plumbing other		\$75	
Plumbing re-inspection fee		\$75	

**CITY OF JEFFERSON**  
**2024 Schedule of Fees**  
**WASTEWATER TREATMENT PLANT**

Category	FEE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>HOLDING TANK &amp; SEPTAGE TANK DISCHARGES</b>	<b>Holding Tank Discharges</b>			
	Total Strength Charge	\$8.49		230-5(4)(a)
	Dumping Charge	\$5.00		230-5(4)(a)
	Surcharge of 25%	\$2.12		230-5(4)(a)
	Total Charge per 1000 Gallons	\$15.61		230-5(4)(a)
	<b>Septage Tank Discharges</b>			
	Total Strength Charge	\$44.31		230-5(4)(a)
	Dumping Charge	\$7.50		230-5(4)(a)
	Surcharge of 25%	\$11.08		230-5(4)(a)
	Total Charge per 1000 Gallons	\$62.89		230-5(4)(a)
<b>SEWAGE</b>	Normal Domestic Sewage	\$4.29	Per 1000 Gallons	230-5( C )(2)
		\$3.20	Per 100 Cubic feet	230-5( C )(2)
	<b>Sewage of Greater Than Normal Strength</b>			
	Parameter: BOD 5	\$0.538	Per Pound	230-5( C )(3)(a)
	SS	\$0.275	Per Pound	230-5( C )(3)(a)
	N (Ammonia)	\$1.699	Per Pound	230-5( C )(3)(a)
	P (Phosphorus)	\$7.730	Per Pound	230-5( C )(3)(a)
<b>SEWER CONNECTION FEES</b>	Meter Size: 5/8"	\$1,100	2006-2022	230-6 ( C )
	3/4"	\$1,650	2006-2022	230-6 ( C )
	1"	\$2,750	2006-2022	230-6 ( C )
	1 1/2"	\$5,500	2006-2022	230-6 ( C )
	2"	\$8,800	2006-2022	230-6 ( C )
	3"	\$16,500	2006-2022	230-6 ( C )

	4"	\$27,500	2006-2022	230-6 ( C )
	6"	\$55,000	2006-2022	230-6 ( C )
<b>SEWER USER CHARGES</b>	Meter Size: 5/8"	\$16.30	Per Month	230-5(B)(2)
	3/4"	\$24.00	Per Month	230-5(B)(2)
	1"	\$40.00	Per Month	230-5(B)(2)
	1 1/2"	\$81.00	Per Month	230-5(B)(2)
	2"	\$129.00	Per Month	230-5(B)(2)
	3"	\$242.00	Per Month	230-5(B)(2)
	4"	\$403.00	Per Month	230-5(B)(2)
	6"	\$806.00	Per Month	230-5(B)(2)
	6" contract	\$468.00	Per Month	230-5(B)(2)
	Rural Customer Surcharge	25%		230-5(B)(2)
<b>RESIDENTIAL CLASS CUSTOMER CHARGES</b>	0-300 cubic ft	\$21.00	Tier 1	230-5(B)(3)
	300-700 cubic ft	\$30.00	Tier 2	230-5(B)(3)
	700-up cubic ft	\$43.00	Tier 3	230-5(B)(3)
<b>MISC. FEES</b>	Septage Hauling Permit	\$50.00		230-14(A)

**CITY OF JEFFERSON**  
**2024 Schedule of Fees**  
**WATER DEPARTMENT**

Category	FEE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>FEES</b>	<b>Monthly Public Fire Protection Service Charges</b>			
	5/8 -inch meter	\$11.61		
	3/4 -inch meter	\$11.61		
	1 -inch meter	\$29.16		
	1 1/4 -inch meter	\$43.20		
	1 1/2 -inch meter	\$58.32		
	2 -inch meter	\$93.96		
	3 -inch meter	\$174.96		
	4 -inch meter	\$291.60		
	6 -inch meter	\$583.20		
	8 -inch meter	\$928.80		
	10 -inch meter	\$1,393.20		
	12 -inch meter	\$1,857.60		
	<b>Monthly Private Fire Protection Service Demand Charges</b>			
	2 -inch or smaller connection	\$12.00		
	3 -inch connection	\$22.50		
	4 -inch connection	\$37.50		
	6 -inch connection	\$75.00		
	8 -inch connection	\$120.00		
	10 -inch connection	\$180.00		
	12 -inch connection	\$240.00		
14 -inch connection	\$300.00			
16 -inch connection	\$360.00			
<b>Monthly Service Charges- Metered</b>				
5/8 -inch meter	\$10.53			

¾ -inch meter	\$10.53		
1 -inch meter	\$16.20		
1 ¼ -inch meter	\$21.60		
1 ½ -inch meter	\$27.00		
2 -inch meter	\$43.20		
3 -inch meter	\$81.00		
4 -inch meter	\$172.80		
6 -inch meter	\$232.20		
8 -inch meter	\$324.00		
10 -inch meter	\$459.00		
12 -inch meter	\$631.80		
<b>Plus Volume Charges:</b>			
First 1,600 cubic ft used monthly	\$3.45 per 100 cubic feet		
Next 15,000 cubic ft used monthly	\$3.15 per 100 cubic feet		
Next 316,700 cubic ft used monthly	\$2.61 per 100 cubic feet		
Over 333,300 cubic ft used monthly	\$1.35 per 100 cubic feet		
<b>Monthly Additional Meter Rental Charges</b>			
5/8 -inch meter	\$4.85		
¾ -inch meter	\$4.85		
1 -inch meter	\$7.50		
1 ¼ -inch meter	\$10.00		
1 ½ -inch meter	\$12.50		
2 -inch meter	\$20.00		
Meter Installation Charge	\$40.00		

**The City of Jefferson Water Utility is regulated by the Wisconsin Public Service Commission, and more details on the Cities current Water Tariff can be found on the Jefferson Utilities website at [www.jeffersonutilities.com/rates](http://www.jeffersonutilities.com/rates).**

**CITY OF JEFFERSON  
2025 Schedule of Fees  
EMERGENCY MEDICAL SERVICES**

Category	FEE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>FEES</b>	BILLING:			
	ALS1-Resident	\$2,150		
	ALS 1- Non-Resident	\$2,150		
	ALS On Scene Care-Resident	\$1,400		
	ALS On Scene Care-Non-Resident	\$1,400		
	ALS 2- Resident	\$2,225		
	ALS 2- Non-Resident	\$2,225		
	BLS -Resident	\$1,900		
	BLS -Non-Resident	\$1,900		
	BLS On Scene Care – Resident	\$900		
	BLS On Scene Care -Non-Resident	\$900		
	SCT – Resident	\$2,500		
	SCT - Non-Resident	\$2,500		
	Mileage- Resident	\$30		
	Mileage- Non-Resident	\$30		
	Oxygen	\$225		
	Spinal Immobilization	\$275		
	Standby- Staffed Ambulance	\$275/hr		
	Standby- EMT Only	\$100/hr		
	Extra Personnel	\$160		
No Transportation/Lift Assist	\$225	1st Occurrence		

<b>FEES</b>	No Transportation/Lift Assist	\$325	2 <sup>nd</sup> Occurrence	
<b>FEES</b>	No Transportation/Lift Assist	\$550	3 <sup>rd</sup> Occurrence	
<b>FEES</b>	No Transportation/Lift Assist	\$1825	After 3 <sup>rd</sup> Occurrence	
	Helicopter Transportation	\$1,080**		



**CITY OF JEFFERSON**  
**2025 Schedule of Fees**  
**Fire Department**

Category	FEE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>FEES</b>	Fire Inspection Fee	VARIES SEE BELOW	Charges put on the tax roll yearly	139-10

(1). Residential Multi-family:

3 - 35 units	\$6.00 per unit
36 - 60 units	\$250
61 - 100 units	\$275
100 or more	\$300

(2). The fee for hotels and motels shall be the same as for residential property, except that the fee shall be calculated on a per room basis.

(3). The fee for mobile homes shall be the same as for residential property, except that the fee shall be calculated on a per mobile unit basis.

(4). High life safety facilities (hospital, nursing homes, and community-based residential facilities) square footage refers to the floor area of any building or structure:

Under 5,000 square feet	\$75
5,000 - 25,000 square feet	\$150
25,000 - 100,000 square feet	\$225
100,000 - 300,000 square feet	\$450
Over 300,000 square feet	\$450, plus \$100 per additional 25,000 square feet over 300,000 square feet

(5). All other buildings subject to the Wisconsin Commercial Building Code. Square footage refers to the total floor area of any building or structure:

Under 5,000 square feet	\$50
5,000 - 25,000 square feet	\$100
25,000 - 100,000 square feet	\$150
100,00 - 300,000 square feet	\$300
300,000 - 1,000,000 square feet	\$600
Over 1,000,000 square feet	\$1,000

\* Premises located within the City shall be inspected, pursuant to Wisconsin Statutes

\* All buildings, structures and premises owned by the City of Jefferson, other government body, or public school district shall be exempt from the annual fire prevention inspection fee.

**CITY OF JEFFERSON**  
**2025 Schedule of Fees**  
**Fire Department**  
**Hazardous Materials Emergency Response**

Category	FEE	PRICE	NOTES	MUNICIPAL CODE SECTION
<b>FEES</b>	BILLING:			
	<b>COMMAND AND SUPPORT VEHICLES</b>			
	Mobile Command Post	\$100/hr.		
	Fire Department Command Car	\$85/hr.		
	<b>OPERATIONS VEHICLES</b>			
	Ambulance	\$150/hr.		
	Fire Engine	\$225/hr.		
	Fire Tender	\$175/hr.		
	Fire Truck Aerial	\$275/hr.		
	Squad/Rescue	\$225/hr.		
	Specialty Equipment(crane, excavator)	<i>Actual Cost</i>		
	<b>EQUIPMENT AND MATERIALS</b>			
	Self Contained Breathing Apparatus	\$100/use		
	Personal Protective Equipment	Replacement Value or Cleaning Charge		
	Containment and Spill Control Equipment	Replacement value		
	Monitoring and Detection Equipment	\$100/use		
	Miscellaneous Incidentals	<i>Actual Cost</i>		
	<b>PERSONNEL CHARGES</b>			
	Support Personnel	\$35/hr.		
	Operations Personnel	\$45/hr.		
	Command Personnel	\$55/hr.		
	Specialty Technician(chemist, industry specialist)	<i>Actual Cost</i>		

Ald. Mattke, seconded by Ald. Neils moved to approve Resolution No. 83. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE 2025 NON-UNION WAGE RESOLUTION**

(To be introduced by Ald. Beyer.)

**CITY OF JEFFERSON  
RESOLUTION NO. 84**

**BE IT RESOLVED**, that the following wage and salary adjustments for non-represented (non-union) employees are herein authorized:

**BE IT RESOLVED**, by the Common Council that all full-time employees in steps will remain at the current Step of the Compensation Plan for 2025. The Compensation Plan shall be adjusted 3% percent across the board from Step 1 – Merit for all pay grades. Employees outside of the plan or in the merit section of the plan shall receive a 3% increase on January 1, 2025, pending the successful outcome of an annual performance evaluation.

**BE IT RESOLVED**, that summer part-time help in the Parks Department be hired in accordance with the following schedule:

<b>Year</b>	<b>Wage</b>
Start	\$16.00
Returning	\$16.75

**BE IT RESOLVED**, that summer interns in the Public Works / Engineering Department be hired in accordance with the following schedule:

<b>Year</b>	<b>Wage</b>
Start	\$14.00
Returning	\$14.75

**BE IT RESOLVED**, that the following part-time Police Dept. staff be hired in accordance with the following schedule:

	<b>Year</b>	<b>Wage</b>
Part-time Officers (Sworn)	0-299 HOURS/ YEAR	\$25.19
	300-599 HOURS/YEAR	\$26.28
	600-899 HOURS/YEAR	\$28.46

	900-1100 HOURS/YEAR	\$30.65
Part-Time Dispatcher	Start	\$21.75
Civilian Reserve Officer	Start	\$15.45

**BE IT RESOLVED**, that the crossing guards be hired in accordance with the following schedule:

Year	Wage
Start	\$14.00
Subsequent Years	\$14.00

**BE IT RESOLVED**, that election personnel be hired in accordance with the following schedule:

Chief Election Worker	\$7.50
Election Worker	\$7.25

**BE IT RESOLVED**, the following cable positions shall be paid in accordance with the following schedule:

Station Manager	\$17.00	650 hours
Asst. Station Manager/Editor	\$12.00	325 hours
Camera Operator-Experienced	\$15.00	150 hours
Camera Operator-Entry Level	\$8.35	250 hours
Part-time Cable Assistants-Start Rate	\$8.00	--
Broadcasting Announcers	\$25.00	Per game

**BE IT RESOLVED**, that the Fire Chief annual compensation shall be \$16,000. (Paid quarterly)

**BE IT RESOLVED**, that the auxiliary emergency medical technicians and drivers be paid in accordance with the following schedule:

EMT Basic	\$16.97/hr	Run time rate, standby, and special events
AEMT	\$19.09/hr	Run time rate, standby, and special events
EMT Paramedic	\$24.40/hour	Run time rate, standby, and special events

**BE IT FURTHER RESOLVED**, that the part-time recreational wages are hereby adopted.

**WAGE STRUCTURE FOR PART-TIME SEASONAL EMPLOYEES**

<b>Youth Activity</b>	<b>1st Year</b>	<b>2nd Year</b>	<b>3rd Year</b>	<b>4th Year</b>
Recreational Aide	\$9.00	\$9.25	\$9.50	\$9.75
**Junior Official	\$19.38	\$21.53	\$23.68	\$26.91
**Senior Official	\$21.53	\$23.68	\$25.84	\$29.07
Travel Flag Football Referee	\$26.91			
<b>Scorekeepers &amp; Supervisors</b>	<b>1st Year</b>	<b>2nd Year</b>	<b>3rd Year</b>	<b>4th Year</b>
Program Supervisor	\$12.00	\$12.25	\$12.50	\$12.75
<b>Aquatics/Lesson Instructor</b>	<b>1st Year</b>	<b>2nd Year</b>	<b>3rd Year</b>	<b>4th Year</b>
Concession Stand	\$9.00	\$9.25	\$9.50	\$9.75
Lifeguard	\$12.00	\$12.50	\$13.00	\$13.50
Head Lifeguard	\$13.00	\$13.50	\$14.00	\$14.50
Aquatics Center Manager	\$15.00	\$15.50	\$16.00	\$16.50
<b>Youth Activity</b>	<b>1st Year</b>	<b>2nd Year</b>	<b>3rd Year</b>	<b>4th Year</b>
Recreational Aide	\$9.00	\$9.25	\$9.50	\$9.75
**Junior Official	\$19.38	\$21.53	\$23.68	\$26.91
**Senior Official	\$21.53	\$23.68	\$25.84	\$29.07
Travel Flag Football Referee	\$26.91			

\*After the 4<sup>th</sup> year of employment, the rate of increase will be equal to the percentage of increase as determined by the Common Council for non-union hourly and salaried employees.

\*\*These activities may be more or less than one hour in duration. The rates reflect game/match amount paid rather than hourly rates.

\*\*\*If an employee is making minimum wage during the year and the minimum wage changes, the rate will be changed to comply with State and/or Federal regulations. If substantial changes to the schedule above are required, Personnel Committee approval will be requested.

\*\*\*\*If an employee switches job responsibilities and the switch causes him/her to move to a different wage category, the individual will be paid at a level equal to, or above their current rate at former category.

Ald. Beyer, seconded by Ald. Teeter moved to approve Resolution No. 84. On call of the roll, Motion carried unanimously.

**ADJOURN TO CLOSED SESSION PURSUANT TO SECTION 19.85(1)(C) OF THE WISCONSIN STATE STATUTES TO CONSIDER EMPLOYMENT, PROMOTION, COMPENSATION PERFORMANCE EVALUATION DATA OF ANY PUBLIC EMPLOYEE OVER WHAT THE GOVERNMENTAL BODY HAS JURISDICTION OR EXERCISES RESPONSIBILITY CONSIDER HIRE OF A FULL-TIME ADMINISTRATIVE ASSISTANT**

**RESOLUTION AUTHORIZING AN OFFER TO PURCHASE FOR PURCHASE OF PROPERTY**

(To be introduced by Ald. Tully.)

**CITY OF JEFFERSON  
RESOLUTION NO. 85**

**BE IT RESOLVED**, by the City Council of the City of Jefferson, Wisconsin that it herein approves and authorizes the City Administrator and City Attorney to prepare and execute an “offer to purchase” contract for the former Tyson Manufacturing Facility Property, including parcel number 241-0614-1124-005 (1 Rock River Road) and parcel number 241-0614-1121-036 (135 W. Linden Street) subject to the following conditions:

- Purchase Price: \$1
- Property Closing Period: 120 days
- Seller Acceptance Date: December 16, 2024

Ald. Tully, seconded by Ald. Schroeder moved to approve Resolution No. 85. On call of the roll, Motion carried unanimously.

Ald. Mattke, seconded by Ald. Beyer moved to approve to move to Closed Session. On call of the roll, Motion carried unanimously.

Ald. Mattke, seconded by Ald. Neils moved to approve to move to Open Session. On call of the roll, Motion carried unanimously.

**RESOLUTION AUTHORIZING THE HIRE OF A FULL-TIME ADMINISTRATIVE ASSISTANT**

(To be introduced by Ald. Schroeder.)

**CITY OF JEFFERSON  
RESOLUTION NO. 86**

**BE IT RESOLVED**, by the Common Council of the City of Jefferson, Wisconsin that the Council hereby authorizes the hire of Haylee Schaeffer as a Full-Time Administrative Assistant at an hourly rate of Step 3, Grade 3 of the 2024 City of Jefferson Compensation Plan.

**BE IT FURTHER RESOLVED** that she will be placed at 2 years of service on the Jefferson Paid-Time-Off (PTO) schedule.

**BE IT FURTHER RESOLVED** employment with Ms. Schaeffer shall start no later than December 23, 2024.

Ald. Schroeder, seconded by Ald. Teeter moved to approve Resolution No. 85. On call of the roll, Motion carried unanimously.

Ald. Mattke, seconded by Ald. Beyer moved to adjourn the Jefferson Common Council Meeting at 7:35 p.m., carried unanimously on a voice vote.