



City of West Allis

Meeting Minutes

Administration & Finance Committee

Aldersperson Kevin Haass, Chair

Aldersperson Martin J. Weigel, Vice-Chair

Alderspersons: Michael J. Czaplewski, Michael P. May, Daniel J. Roadt

Tuesday, March 17, 2020

8:14 PM

City Hall, Common Council Chambers
7525 W. Greenfield Ave.

RECESS MEETING (draft minutes)

A. CALL TO ORDER

The meeting was called to order by Chair Haass at 8:14 p.m.

B. ROLL CALL

Present 6 - Haass, Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

17. [O-2020-0005](#) Ordinance to amend the City of West Allis Salary Schedule due to the restructuring of the Information Technology Department

Sponsors: Administration & Finance Committee

Attachments: [O-2020-0005 signed](#)
[2020 PAYROLL SCHEDULE - NON-RESIDENT March 17 2020 update](#)

A motion was made by Ald. Weigel, seconded by Ald. May, that this matter be Recommended for Passage. The motion carried unanimously.

18. [R-2020-0169](#) Resolution amending the 2020 Schedule of Fees for the City of West Allis relating to various Engineering-related fees

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0169 signed](#)
[2020 Fee Schedule-Pgs7-8-Engineering Fees](#)
[Fee Schedule Justification Form - Concrete License](#)
[Fee Schedule Justification Form - Sidewalk](#)
[Fee Schedule Justification Form - Excavation](#)
[Fee Schedule Justification Form - Driveway](#)
[Fee Schedule Justification Form - Occupancy](#)

A motion was made by Ald. May, seconded by Ald. Weigel, that this matter be Recommended For Adoption. The motion carried unanimously.

19. [R-2020-0174](#) Resolution approving the terms & conditions for an Economic Development Loan to Carrie's Crispies, LLC for acquisition of property located at 7133 W. Becher St., under the Department of Housing and Urban Development Community Development Block Grant Program in the amount of up to \$67,500

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0174 signed](#)
[Commitment Letter \(3-17-20\)](#)
[Attachment A - Beneficiary Reporting](#)
[Attachment B - General Conditions - Fed Requirements](#)
[Attachment C - General Conditions - Equipment](#)
[Recorded Mortgage \(5-13-20\)](#)
[Fully Executed Loan Packet \(5-18-20\)](#)

A motion was made by Ald. May, seconded by Ald. Weigel, to amend the agreement for the loan to be interest only with interest on an accrual basis for the first six months and that this matter be Recommended For Adoption As Amended. The motion carried unanimously.

20. [R-2020-0179](#) Resolution relative to accepting the proposal of Vanguard Computers, Inc. for furnishing and delivering (65) sixty five HP ProDesk 400 G6 i3 desktop computers with 128 GB Solid State Drive, with 3-year NBD Onsite Extended Warranty for a sum of \$29,853.85, and (12) twelve HP ProBook 450 G7 i3 laptop computers, with 3-year NBD Onsite Extended Warranty for a sum of \$6,699.96, with Green Packaging Services for \$325.00 and the proposal from CDW-G for (67) sixty seven Microsoft Office Standard 2019 licenses, and (3) three Microsoft Office Pro Plus 2019 licenses for a sum of \$4,286.58, for a total sum of \$41,165.39

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0179 signed](#)
[Bid Tab # 20-002 Library Desktop and Laptop Computers](#)

A motion was made by Ald. Weigel, seconded by Ald. May, that this matter be Recommended For Adoption. The motion carried unanimously.

21. [R-2020-0186](#) Resolution to approve an Equipment Use Agreement allowing West Allis to lend 10 Badger Book devices to the City of Greenfield for the spring election

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0186 signed](#)
[Equipment Use Agreement with C of Greenfield-Badger Books Rental](#)

A motion was made by Ald. May, seconded by Ald. Weigel, that this matter be Recommended For Adoption. The motion carried unanimously.

22. [R-2020-0183](#) Resolution relative to authorizing funding and position approval for the Police Department to create a part time School Liaison Officer/School Resource Officer position to staff Lane Intermediate School, including a 2020 Budget Amendment to add additional spending as well as the corresponding revenue for the initiative
- Sponsors:* Alderperson Haass and Alderperson May
- Attachments:* [R-2020-0183 signed](#)
- A motion was made by Ald. May, seconded by Ald. Weigel, that this matter be Recommended For Adoption. The motion carried unanimously.
23. [R-2020-0189](#) Resolution authorizing the purchase of two (2) 2020 AWD Ford Police Interceptor Utility SUV squad cars from Ewald Automotive Group and associated ancillary items, such as light bars, sirens, etc. from various vendors for a sum not to exceed \$80,000
- Sponsors:* Administration & Finance Committee
- Attachments:* [R-2020-0189 signed](#)
- A motion was made by Ald. May, seconded by Ald. Czaplowski, that this matter be Recommended For Adoption. The motion carried unanimously.
24. [2020-0236](#) Communication from the Mayor, City Administrator and Departments regarding the novel coronavirus (COVID-19)
- A motion was made by Ald. Weigel, seconded by Ald. Roadt, that this matter be Recommended to be Placed on File. The motion carried unanimously.
25. [R-2020-0193](#) Resolution to approve actions relating to personnel policies and service delivery
- Attachments:* [R-2020-0193 signed](#)
[corona reso attachment](#)
[R 2020 0193 Attachment A](#)
- A motion was made by Ald. Weigel, seconded by Ald. Haass, that this matter be Recommended For Adoption. The motion carried unanimously.
26. [2020-0206](#) Finance Director/Comptroller submitting report for February 2020 indicating City of West Allis checks issued in the amount of \$2,667,891.29
- Attachments:* [February 2020 Monthly Claims Report to CC](#)
- A motion was made by Ald. May, seconded by Ald. Weigel, that this matter be Recommended to be Placed on File. The motion carried unanimously.

City Attorney Claim Report

27. [2020-0067](#) Claim by WE Energies regarding damages at 2452 S. 81 St. on January 9, 2020
- Attachments:* [Claim WE](#)
[We Energies Invoice](#)
[Claims Report-March, 2020](#)

A motion was made by Ald. May, seconded by Ald. Roadt, that this matter be Recommended for Denial. The motion carried unanimously.

28. [2020-0108](#) Claim by Reginald L. Zeniecki, d/b/a Reggie's Amusement regarding 2019 property taxes

Attachments: [Claim - Reggie's Amusements](#)
[Claims Report-March, 2020](#)

A motion was made by Ald. May, seconded by Ald. Roadt, that this matter be Recommended for Denial. The motion carried unanimously.

29. [2020-0109](#) Claim by Lake States Vending, Inc. regarding 2019 property taxes

Attachments: [Claim - Lake States Vending](#)
[Claims Report-March, 2020](#)

A motion was made by Ald. May, seconded by Ald. Weigel, that this matter be Recommended for Denial. The motion carried unanimously.

30. [2018-0445](#) Summons and Complaint in the matter of Sam's Real Estate Business Trust vs City of West Allis, Case No. 18-CV-30301.

Attachments: [Sam's Real Estate Trust CV-18-30301](#)

This matter was Held.

31. [2018-0640](#) Summons and Complaint in the matter of Sam's Real Estate Business Trust vs. City of West Allis regarding money judgment. Case No. 2018CV006035.

Attachments: [Claim-Sam's Real Estate](#)

This matter was Held.

32. [2019-0842](#) Claim by Whitnall Summit Co., LLC regarding excessive assessments at the Whitnall Summit Office Complex for 2019

Attachments: [2019-0842 Claim - Whitnall Summit Co., LLC](#)
[Whitnall Summit Settlement - fully executed](#)
[Claims Report-June 2, 2020](#)

This matter was Held.

D. ADJOURNMENT

A motion was made to adjourn the meeting at 8:29 p.m. The motion carried.



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

NON-DISCRIMINATION STATEMENT

The City of West Allis does not discriminate against individuals on the basis of race, color, religion, age, marital or veterans' status, sex, national origin, disability or any other legally protected status in the admission or access to, or treatment or employment in, its services, programs or activities.

AMERICANS WITH DISABILITIES ACT NOTICE

Upon reasonable notice the City will furnish appropriate auxiliary aids and services when necessary to afford individuals with disabilities an equal opportunity to participate in and to enjoy the benefits of a service, program or activity provided by the City.

LIMITED ENGLISH PROFICIENCY STATEMENT

It is the policy of the City of West Allis to provide language access services to populations of persons with Limited English Proficiency (LEP) who are eligible to be served or likely to be directly affected by our programs. Such services will be focused on providing meaningful access to our programs, services and/or benefits.