



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, June 6, 2017

8:33 PM

City Hall Room 128

RECESS MEETING (draft minutes)

**A. CALL TO ORDER**

*Chair Haass called the meeting to order at 8:33 p.m.*

**B. ROLL CALL**

**Present** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**Others Attending**

*Sally Nusslock, Health Commissioner; Patrick Mitchell, Police Chief; Ed Lisinski, Director of BINS; Patrick Schloss, Community Development Manager; Monica Schultz, City Clerk; Mason Pooler, Interim Fire Chief; Rebecca Grill, City Administrator; Other Staff; Guests and Media.*

**C. NEW AND PREVIOUS MATTERS**

**New Matters for Introduction**

18. [R-2017-0148](#) Initial Resolution authorizing \$1,770,000 General Obligation Bonds of the City of West Allis for Sanitary Sewer Improvements.

**Sponsors:** Administration & Finance Committee

**This matter was Recommended For Adoption on a Block Vote**

19. [R-2017-0149](#) Initial Resolution authorizing \$1,770,000 General Obligation Bonds of the City of West Allis for Water System Improvements.

**Sponsors:** Administration & Finance Committee

**This matter was Recommended For Adoption on a Block Vote**

20. [R-2017-0150](#) Initial Resolution authorizing \$2,750,000 General Obligation Bonds of the City of West Allis for Street Improvement Projects.

**Sponsors:** Administration & Finance Committee

**This matter was Recommended For Adoption on a Block Vote**

21. [R-2017-0151](#) Initial Resolution authorizing \$1,875,000 General Obligation Bonds of the City of West Allis for Equipment for the Fire Department.

**Sponsors:** Administration & Finance Committee

**This matter was Recommended For Adoption on a Block Vote**

22. [R-2017-0152](#) Initial Resolution authorizing \$770,000 General Obligation Refunding Bonds of the City of West Allis.

**Sponsors:** Administration & Finance Committee

**This matter was Recommended For Adoption on a Block Vote**

**Passed The Block Vote**

**A motion was made by Ald. Weigel, seconded by Ald. Czaplewski, to approve all the actions on the preceding items on a Block Vote. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

23. [R-2017-0153](#) Resolution Directing Publication of Notice to Electors.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Czaplewski, seconded by Ald. Czaplewski, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

24. [R-2017-0154](#) Resolution providing for the sale of \$8,935,000 General Obligation Corporate Purpose Bonds of the City of West Allis.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Weigel, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

25. [R-2017-0143](#) Resolution approving the transfer of \$10,000 from the salary account in the city attorney's budget to the maintenance contracts account in the city attorney's budget to pay for the legal files software.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Czaplewski, seconded by Ald. Roadt, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

26. [R-2017-0156](#) Resolution authorizing the City Administrator to enter into a contract with Savage Solutions, LLC for Branding and Marketing Services for an initial cost not to exceed \$50,000.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Weigel, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. May, and Ald. Roadt

**No:** 1 - Ald. Czaplewski

27. [R-2017-0165](#) Resolution relative to accepting the multi-year cooperative contract proposal of Axon Enterprises, Inc. for furnishing and delivering to the West Allis Police Department ninety two (92) new Axon Body Cameras with data storage, retrieval / management software and accessories for a 1st year costs of \$86,748.60 plus years 2, 3, 4, and 5 at a cost of \$95,920.08 per year, and estimated shipping costs of \$164.33 for a total net sum of \$470,593.25.

**Sponsors:** Administration & Finance Committee

*Discussion on this matter that the resolution be amended to add "subject to approval by the City Attorney as to the form of the contract."*

**A motion was made by Ald. Czaplewski, seconded by Ald. May, that this matter was Recommended For Adoption As Amended. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

28. [R-2017-0157](#) Resolution to amend and approve the following updated policies: #1205 Payroll; #1424 Overtime, Compensatory Time, and Premium Pay; #1484 Clothing, Tool and Other Allowances, and amend and approve the Salary Schedule.

**Sponsors:** Administration & Finance Committee

*Staff discussed the various updates to the policies. Ms. Grill presented one more change to Policy 1205 at Section 6.1 on page 2. The Committee agreed with the additional changes and directed Ms. Grill to incorporate this one last change into Policy 1205. Approval of the resolution includes the amendment to this Policy 1205.*

**A motion was made by Ald. May, seconded by Ald. Weigel, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

29. [R-2017-0131](#) Resolution to approve the consolidation of the code enforcement process to the Department of Building Inspection and Neighborhood Services (BINS) to reduce investigation and administrative processing time and improve service delivery for the citizens of West Allis.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, seconded by Ald. Weigel, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

30. [2017-0335](#) Communication from City Administrator requesting approval to fill two Neighborhood Services Inspector positions and create a new Neighborhood Services Supervisor in the Department of Building Inspections & Neighborhood Services.

**A motion was made by Ald. May, seconded by Ald. Weigel, that this matter was Recommended For Approval. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

31. [2017-0330](#) Finance Director/Comptroller submitting report for April 2017 indicating City of West Allis checks issued in the amount of \$2,145,043.31.

**A motion was made by Ald. Czaplewski, seconded by Ald. May, that this matter was Recommended to be Placed on File. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

32. [2017-0339](#) Communication from the City Administrator regarding notification of retirement from Jim Jandovitz, Director of Information Technology, effective September 1, 2017.

*The Committee directed that the title of this matter be amended to reflect notification of retirement, not resignation.*

**A motion was made by Ald. Czaplewski, seconded by Ald. May, that this matter was Recommended for Approval as Amended. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

33. [2017-0328](#) Communication from City Administrator requesting approval to fill the vacant position of Circulation Services Representative at the Public Library.

**A motion was made by Ald. Weigel, seconded by Ald. May, that this matter was Recommended For Approval. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

### Previous Matters for Consideration

34. [R-2017-0100](#) Resolution relative to amending City of West Allis Policies and Procedures Manual Policy No. 1468, Vehicle Operation, Driving Policy and Mileage Reimbursement.

**A motion was made by Ald. May, seconded by Ald. Weigel, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

**D. ADJOURNMENT**

*A motion was made by Ald. Czaplewski, seconded by Ald. May, that the meeting be adjourned at 9:13 p.m. The motion carried unanimously.*