



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

Monday, November 5, 2018

8:13 PM

City Hall, Room 113
7525 W. Greenfield Ave.

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chairperson Haass called the meeting to order at 8:13 p.m.

B. ROLL CALL

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

Others Present:

Kelly Jagelski, Horton Group; Rebecca Grill, City Administrator; Peggy Steeno, Finance Director; Nick Cerwin, Assistant City Attorney; Sally Nusslock, Health Commissioner; Ed Lisinski, Director of BINS; Patrick Mitchell, Police Chief; Mason Pooler, Fire Chief; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

19. [O-2018-0041](#) Ordinance to Amend Section 1.12 of the West Allis Revised Municipal Code Relating to Hotel and Motel Room Tax.

Sponsors: Ald. Weigel

A motion was made by Ald. Weigel, seconded by Ald. Roadt, that this matter was Recommended for Passage. The motion carried by the following vote:

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

No: 0

20. [O-2018-0043](#) Ordinance to Amend Subsections 2.01(1), 2.01(3), 2.02 (1)(a), 2.15 (1), 2.15(3)(a), 2.15(3)(b), 2.15(4); Create 2.15(2), 2.76 (5)(a)(16), 2.76(5)(c)(16), and repeal subsections 2.15 (4) and 2.15(5) of the Municipal Code of the City of West Allis relating to the position of City Attorney and the Office of the City Attorney.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Weigel, seconded by Ald. Haass, that this matter was Recommended for Passage. The motion carried by the following vote:

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

No: 1 - Ald. Czaplewski

21. [R-2018-0709](#) Resolution Authorizing the Retention of Outside Legal Counsel.

Sponsors: Administration & Finance Committee

Assistant City Attorney Nick Cerwin was present to discuss.

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

22. [R-2018-0711](#) Resolution relative to the Agreement with the Village of Greendale for Public Health Services for the year 2019.

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

23. [R-2018-0712](#) Resolution establishing health insurance funding levels, employee health care premium contributions, and Health Savings Contributions for the plan year March 1, 2019 through February 29, 2020.

Sponsors: Administration & Finance Committee

Horton Group representative Kelly Jagelski was present for discussion along with Ms. Steeno and Ms. Grill.

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

24. [R-2018-0723](#) Resolution authorizing the City of West Allis to enter into a contract with Reliance Standard Life Insurance Company for the calendar year of 2019 to provide Long Term Disability Insurance for permanent full and part-time non-represented employees for an annual cost not to exceed \$75,000.

Sponsors: Administration & Finance Committee

A motion was made by Ald. May, 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

25. [R-2018-0720](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Organizational Grant to Fairview Park Neighborhood Association in the amount of \$500.

Sponsors: Ald. Weigel and Euteneier

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

26. [R-2018-0721](#) Resolution relative to the modification of the organizational and reporting structure of the City of West Allis and amending the City of West Allis Policies and Procedures Manual Policy No. 404, Recruitment and Hiring Process for Executive/Managerial/Deputy-Assistant Service Positions.

Sponsors: Administration & Finance Committee

A motion was made by Ald. May, seconded by Ald. Roadt, 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-2018-0724](#) Resolution to amend City of West Allis Policies & Procedures Manual Policy No. 1413, Health and Dental Insurance - Legacy Package, to include retiree health care information for employees hired on or after November 1, 2018 and Medicare Advantage or Medicare Supplement Program Options.

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

28. [2018-0889](#) Home Owners Bargain Outlet (HOBO), 800 S. 108 St., communication regarding the closing of their operations and termination of fifty-seven (57) employees beginning December 20, 2018 and completed by December 31, 2018.

A motion was made by Ald. Czaplewski, seconded by Ald. Weigel, 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

29. [2018-0905](#) Communication from Health Commissioner/City Sealer requesting approval to accept new grants and grant agreements.

Health Commissioner Sally Nusslock was present to discuss.

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

30. [2018-0907](#) Communication from City Administrator requesting approval to fill the vacant position of Lead Person in the Department of Public Works, Water Division.

A motion was made by Ald. Czaplewski, 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. [2018-0906](#) Communication from City Administrator transmitting Traffic Violation & Accident Reports for the periods April 1, 2018 through June 30, 2018 and July 1, 2018 through September 30, 2018.

A motion was made by Ald. Weigel, 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

Previous Matters for Consideration

32. [2018-0883](#) 2019-2023 Capital Improvement Program - Draft No. 2.

This matter was Held

City Attorney Claim Report

33. [2013-0041](#) Notice of Claim submitted on behalf of Chad W. Myers relative to injury allegedly sustained at 1226 S. 104 St. on October 14, 2012.

A motion was made by Ald. May, seconded by Ald. Czaplewski, 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

Public Hearing Items

34. [2018-0792](#) 2019 City of West Allis Mayor's Recommended Budget.

Discussion regarding the focus of enforcement activities if additional staff hours are added in BINS. Committee members expressed they would like to have proactive enforcement during the months of May through August. Peggy Steeno, Ed Lisinski, and Rebecca Grill were present and responded to questions.

This matter was Held

D. CLOSED SESSION

At 8:40 p.m., Chairperson Haass stated it was the intention of the Committee to vote on a motion to convene in closed session to confer with the City Attorney on a potential resolution for the claim filed by Robert Kuhn related to an alleged incident that occurred on October 10, 2017, and to take such further action as may be necessary and appropriate with respect to such matter.

A closed session for the above purpose is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(g), which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to confer with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

A motion was made by Ald. Weigel, seconded by Ald. May, to convene in closed session at 8:40 p.m. The motion carried by the following vote:

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

No: 0

Assistant City Attorney Nick Cerwin explained the matter and recommendation for handling the claim. He responded to questions/comments from the Committee. Committee consensus given to proceed as recommended by Mr. Cerwin.

Upon conclusion of the closed session at 8:46 p.m., the Administration & Finance Committee had no further business to attend to.

E. ADJOURNMENT

A motion was made by Ald. May, seconded by Ald. Roadt, to adjourn the meeting at 8:46 p.m.



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.