



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Minutes

Administration & Finance Committee

Aldersperson Vincent Vitale, Chair

Aldersperson Kevin Haass, Vice-Chair

Alderspersons: Thomas G. Lajsic, Michael P. May, Cathleen M. Probst

Tuesday, April 7, 2015

7:23 PM

City Hall Room 118

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Vitale called the meeting to order at 7:23 p.m.

B. ROLL CALL

Present 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

Others Attending

Rebecca N. Grill, City Administrator; Mark Wyss, Finance Director/Comptroller/City Treasurer; City Attorney Scott Post; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

14. [R-2015-0045](#) Resolution authorizing and directing the Director of Public Works/City Engineer to enter into a State/Municipal Agreement with the Wisconsin Department of Transportation for \$399,360 in funding awarded from the Transportation Alternatives Program (TAP) to procure a bike share system with approximately 9 stations and 90 bikes.

Sponsors: Administration & Finance Committee

City Attorney advised that if we bow out of contract, we have to pay state costs. John Stibal advised that the cost would be \$58,000 if we choose to leave the contract, but this was like other grant programs. Discussion ensued regarding the project and the amenity it provides.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

15. [R-2015-0081](#) Resolution Authorizing City Attorney to Take Action to Contest the Ruling in In RE: The Commitment of Joe L. Wofford, Jr., Milwaukee County Circuit Court Case #95-CF-950391 Invalidating the Sex Offender Residency Ordinances in Milwaukee County.

Sponsors: Safety & Development Committee and Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

16. [R-2015-0074](#) Resolution to approve an Intergovernmental Agreement by and between the City of West Allis and Milwaukee County relative to the purchase of new election equipment in an amount not to exceed \$70,000.

Sponsors: Administration & Finance Committee and Advisory Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

17. [O-2015-0026](#) An Ordinance to amend Salary Ordinance No. O-2015-0012 establishing the salaries of certain Miscellaneous Employees of the City of West Allis for 2015 (Market Attendant).

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

18. [R-2015-0079](#) Resolution requesting the transfer of \$5,000 from the City's Contingency Fund to Police Department Crime Prevention Part Time/OT Account.

Sponsors: Administration & Finance Committee

Discussion ensued regarding the use of contingency funds and budgeting.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

19. [R-2015-0083](#) Resolution requesting the transfer of \$8,500 from the City's Reserve for Productivity/Operational Improvements to Police Department Professional Services Account for Enforcer/Pro Phoenix Data Conversion.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

20. [R-2015-0084](#) Resolution requesting the transfer of \$45,000 from the City's Reserve for Productivity/Operational Improvements to Police Department Capital Account for Construction of a Police Training Facility.

Sponsors: Administration & Finance Committee

This matter was Held.

21. [R-2015-0080](#) Resolution relative to accepting the sole source proposal of Journal Radio Networks for providing Commercial Broadcast services for a total net sum of \$16,000.

Sponsors: Administration & Finance Committee

Mayor Devine advised that the Downtown West Allis BID may contribute and advertise A La Carte.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

22. [R-2015-0085](#) Resolution relative to accepting the sole source proposal of Environmental Systems Research Institute, Inc. for providing a Small Government Enterprise License Agreement for a 3 year period for a total net sum of \$150,000.00.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

23. [R-2015-0088](#) Resolution relative to accepting the proposal of SAA Design Group for providing Professional Services for a Comprehensive Outdoor Recreation Plan Update for a total sum of \$24,790.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

24. [R-2015-0090](#) Resolution approving the terms & conditions for an Economic Development Loan to Reclaimers LLC, under the Department of Housing and Urban Development Community Development Block Grant Program in an amount not to exceed \$150,000.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

25. [R-2015-0091](#) Resolution approving the terms & conditions for an Economic Development Loan to 1650 S. 108 St., LLC, under the Department of Housing and Urban Development Community Development Block Grant Program in an amount not to exceed \$150,000.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

26. [R-2015-0096](#) Resolution to increase a Demonstration Commercial Facade Improvement Project Contract by and between the City of West Allis and MCH Properties, LLC, property owners for the property located at 8004-8010 W. National Ave. by \$6,856 for a grant total not to exceed \$34,906.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

27. [2015-0205](#) Manager of Finance/City Comptroller submitting reports for the 4th quarter of 2014 indicating City of West Allis checks issued in the amounts of \$3,646,632.95 for October, \$4,105,959.07 for November and \$1,623,697.07 for December.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

28. [2015-0224](#) Communication from Finance Director regarding Water Billing and Customer Service reorganization.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

29. [2015-0220](#) Communication from City Administrator regarding request to fill vacant position of Community Health Nutritionist at the Health Department.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

30. [2015-0221](#) Communication from City Administrator regarding request to fill an upcoming vacant position of Environmentalist at the Health Department.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

31. [2015-0218](#) City Administrator report on IT Steering Committee meetings.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

City Attorney Claim Report

32. [2010-0181](#) WE Energies communication regarding damages allegedly sustained on March 10, 2010 at 6216 W. Mitchell St.

This matter was Recommended to be Placed on File on a Block Vote

33. [2012-0194](#) Notice of Circumstances of Claim submitted by Mid-Century Insurance Company, on behalf of David Reesman regarding injuries allegedly sustained by Jason Bloch at the intersection of West National Avenue and South 84 Street on January 10, 2012.

This matter was Recommended to be Placed on File on a Block Vote

34. [2012-0624](#) Swan & Associates communication submitted on behalf of Shirley Glore regarding injuries allegedly sustained at 7421 W. National Ave. on March 3, 2012.
- This matter was Recommended to be Placed on File on a Block Vote**
35. [2014-0181](#) Summons and Complaint in the matter of Bank Mutual vs Carol L. Sherman, et al, regarding foreclosure of mortgage, Case No. 14CV002395.
- This matter was Recommended to be Placed on File on a Block Vote**
36. [2014-0534](#) Summons and Complaint in the matter of Bank of America, N.A. vs. Gay B. Johnson, et al, regarding foreclosure of mortgage. Case No. 14CV006723.
- This matter was Recommended to be Placed on File on a Block Vote**
37. [2014-0598](#) Amended Summons and Complaint in the matter of CitiMortgage, Inc. vs. Doreen S. Karass, et al, regarding foreclosure of mortgage, Case No.11-CV-017785.

This matter was Recommended to be Placed on File on a Block Vote

Passed The Block Vote

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

D. CLOSED SESSION

At 7:51 p.m., Chairperson Vitale 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 the Thomas Kronquist personal injury claim, and to take such further action as may be necessary and appropriate with respect to such matter.

A closed session for the above purposes 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. Haass, seconded by Ald. Lajsic, that this matter was Approved. The motion carried by the following vote:

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

City Attorney Scott Post was present and provided information regarding the claim. Discussion ensued. The Committee concurred with the City Attorney's recommendation.

Upon conclusion of the closed session, the Administration & Finance Committee had no further business to attend to.

E. ADJOURNMENT

A motion was made by Ald. May, seconded by Ald. Haass, that the meeting be adjourned at 7:55 p.m. The motion carried unanimously.