



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## Meeting Agenda

### Administration & Finance Committee

*Aldersperson Kevin Haass, Chair*

*Aldersperson Martin J. Weigel, Vice-Chair*

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

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Tuesday, October 3, 2017

7:00 PM

City Hall Room 128

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#### RECESS MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. NEW AND PREVIOUS MATTERS

17. [R-2017-0269](#) Resolution authorizing and directing the Director of Public Works/City Engineer to contract with Carlson Racine Roofing and Sheet Metal, Enc. for roof and parapet wall repairs on the Public Works Yard building in an amount not to exceed \$24,000.
- Sponsors:* Public Works Committee
18. [R-2011-0206](#) Resolution to amend R-2010-0178 relative to the hours of operation for the outdoor deck at Hero's Sports Bar located at 9105 W. Lincoln Ave.
- Sponsors:* License & Health Committee and Safety & Development Committee
19. [O-2017-0042](#) Ordinance to amend Subsection 5.03(8)(b) of the City of West Allis Revised Municipal Code increasing the crash billing fee from \$250 to \$500.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Communication regarding Crash Billing Rate Increase](#)
20. [O-2017-0045](#) Ordinance to amend the City of West Allis Salary Schedule (originally adopted by the Common Council on June 6, 2017 by Resolution No. R-2017-0157) due to four recent reclassifications (Commercial Building Inspector, Residential Building Inspector, Neighborhood Services Supervisor, and Graphic Design/Production Specialist).
- Sponsors:* Administration & Finance Committee
- Attachments:* [Amended Salary Schedule 10.3.17](#)
21. [R-2017-0259](#) Resolution relative to continuing to contract with Workforce Health to furnish Health Risk Assessments (HRA), as administered under the City's Wellness Program, to employees and spouses (where applicable) in order to be eligible for a reduced monthly health insurance premium contribution for the March 1, 2018 to February 28, 2019 insurance plan year.
- Sponsors:* Administration & Finance Committee

**Attachments:** [Workforce Health Services Agreement Schedule - HRA](#)

22. [R-2017-0268](#) Resolution to approve the Year 2018 Operating Plan for the Downtown West Allis Business Improvement District and to adopt the Special Assessment Method as stated therein (Preliminary).

**Sponsors:** Administration & Finance Committee

**Attachments:** [2018 BID Operating Plan](#)  
[2018 BID Assessments](#)

23. [R-2017-0261](#) Resolution approving a two-year extension and amendment to the Intergovernmental Emergency Medical Services Agreement for Emergency Medical Services (EMS) between Milwaukee County and the City of West Allis for 2017-2018.

**Sponsors:** Administration & Finance Committee

**Attachments:** [EMS Agreement Amendment Letter](#)  
[2017-18 EMS Agreement - Approved 1.17.17](#)  
[Original, Signed Resolution re 2017-18 EMS Agreement](#)

24. [R-2017-0262](#) Resolution authorizing the purchase of three 2018 AWD Ford Utility Interceptor SUVs from Ewald Automotive Group, and associated ancillary items, such as light bars, sirens, etc. from various vendors for a sum not to exceed \$110,000.00, and authorizing a budget transfer of \$110,000.00, to facilitate the purchase, from the West Allis Fire Department's salary account into its vehicle account.

**Sponsors:** Administration & Finance Committee

**Attachments:** [Communication & Price Quote for 2018 Fire Vehicles](#)

25. [R-2017-0266](#) Resolution approving the gifting of Canine Diesel from the West Allis Police Department to Corporal Ryan McNally.

**Sponsors:** Administration & Finance Committee

26. [2017-0636](#) Communication from City Administrator recommending the appointment of Mr. Anthony Warkoczewski for the position of IT Director.

**Attachments:** [Communication regarding appointment of IT Director](#)

27. [2017-0637](#) Communication from City Administrator requesting approval to fill the vacant position of Administrative Support Assistant in the Assessor's Office.

**Attachments:** [Request to fill Administrative Support Assistant position](#)

28. [2017-0638](#) Communication from City Administrator requesting approval to fill the vacant position of Commercial Construction Inspector in the Department of Building Inspection and Neighborhood Services.

**Attachments:** [Request to fill Commercial Construction Inspector position](#)

29. [2017-0640](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Graphic Print and Web Designer in the Communications Department and

reclassified as a Graphic Design/Production Specialist.

*Attachments:* [Request to fill Graphic Print & Web Designer position](#)

30. [2017-0644](#) Communication from City Administrator requesting approval to fill the vacant position of Maintenance Repairer in the Department of Public Works, Fleet Services Division.

*Attachments:* [Request to fill Maintenance Repairer position](#)

31. [2017-0645](#) Communication from City Administrator requesting approval to fill the vacant position of Equipment Mechanic in the Department of Public Works, Fleet Services Division.

*Attachments:* [Request to fill Equipment Mechanic position](#)

32. [2017-0628](#) 2018 City of West Allis Mayor's Recommended Budget.

*Attachments:* [2018 Recommended Budget](#)

### Previous Matters for Consideration

33. [O-2017-0040](#) Ordinance to Repeal and Recreate Section 2.76 of Subchapter II of Chapter II of the City of West Allis Revised Municipal Code relating to wages, hours and conditions of employment and the abolishment of the Civil Service Commission.

*Sponsors:* Administration & Finance Committee

*Attachments:* [9.19.17 Marked Copy of Ordinance to Repeal & Recreate RMC Section 2.76](#)  
[10.3.17 Marked Copy of Ordinance to Repeal & Recreate RMC Section 2.76](#)

34. [R-2017-0251](#) Resolution to approve the following updated City of West Allis Policies and Procedures: #1402 Recruitment, Selection and Employment, #1403 Disciplinary Action and Grievance Procedure, and #1432 Vacations.

*Sponsors:* Administration & Finance Committee

*Attachments:* [1402.Current Version](#)  
[1402.Proposed Update](#)  
[1403.Final Marked Copy.091917](#)  
[1403.Final Clean.091917](#)  
[1432.Final Marked Copy.091917](#)  
[1432.Final Clean.091917](#)

### D. MATTERS FOR DISCUSSION/ACTION

1. [2017-0652](#) Discussion and consideration/approval of Waiver of Insurance requirements for Branding and Marketing Contract with Savage Solutions, LLC.

### E. ADJOURNMENT

All meetings of the Administration & Finance Committee 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.