



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Minutes

Administration & Finance Committee

Aldersperson Kurt E. Kopplin, Chair

Aldersperson Vincent Vitale, Vice-Chair

Alderspersons: Thomas G. Lajsic, Richard F. Narlock, Rosalie L. Reinke

Monday, June 9, 2008

6:00 PM

West Allis City Hall Room 118

REGULAR MEETING

A. CALL TO ORDER

Chair Kopplin called the meeting to order at 6:00 p.m.

B. ROLL CALL

Present: 4 - Ald. Kopplin, Ald. Vitale, Ald. Lajsic and Ald. Narlock

Excused: 1 - Ald. Reinke

Others Attending

Paul M. Ziehler, City Administrative Officer; Gary Schmid, Manager of Finance; Audrey Key, HR Manager; Sheryl Kuhary, Assistant City Attorney; Jeanette Wardinski, Administrative Assistant.

C. CLOSED SESSION

At 6:00 p.m., Chairperson Kopplin stated it was the intention of the Committee to vote on a motion to convene in closed session to discuss collective bargaining with the Nurses Union, to discuss the employment status and disability retirement of a Department of Public Works employee, and to take such further action as may be necessary and appropriate with respect to such matters.

A closed session for the above purposes is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(e) and (g), which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to deliberate or negotiate the purchase of public properties and the investment of public funds, or conduct other specified public business whenever competitive or bargaining reasons require a closed session; and 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. Narlock, seconded by Ald. Vitale, to convene in closed session at 6:00 p.m. The motion carried by the following vote:

Votes: Aye: 4 - Ald. Kopplin, Ald. Vitale, Ald. Lajsic and Ald. Narlock

No: 0

Ms. Key, HR Manager, reported on the status of negotiations with the Nurses union. Discussion ensued with several questions and comments from the Committee, which staff responded to. Committee consensus was given for staff to proceed as recommended and summary of negotiated settlement to be introduced at the June 17 Council meeting.

Ms. Key also noted that Fire negotiations will be entering mediation later this month, and a negotiation session has been scheduled with the Engineering unit also this month.

Next, staff reported on employment status and disability retirement of a Department of Public Works employee. Discussion ensued with several questions and comments from the

Committee, which staff responded to. Committee consensus was given for staff to proceed as recommended.

Upon conclusion of the closed session at 6:25 p.m., the Administration & Finance Committee reconvened in open session at said time and place to consider its public agenda.

D. APPROVAL OF MINUTES

A motion was made by Ald. Narlock, seconded by Ald. Lajsic, to approve the following minutes:

Regular Meeting Minutes: 10/8/2007

Recess Meeting Minutes: 10/16/2007, 11/6/2007, 11/20/2007, 12/4/2007, 12/18/2007, 1/2/2008, 1/15/2008, 2/5/2008, 2/18/2008, 3/4/2008, 3/18/2008, 3/31/2008, 4/14/2008, 5/6/2008, 5/20/2008, 6/3/2008

Recess Meeting - Closed Session Minutes: 11/20/2007, 5/6/2008

Special Meeting Minutes: 3/4/2008, 4/14/2008

Special Meeting - Closed Session Minutes: 2/26/2008. The motion carried by the following vote:

Votes: Aye: 4 - Ald. Kopplin, Ald. Vitale, Ald. Lajsic and Ald. Narlock

No: 0

E. NEW AND PREVIOUS MATTERS

1. [R-2008-0135](#) Resolution approving refinancing terms of the Economic Development Loan with R.E.M. Investments, LLC located at 1469 S. 70 St.

Sponsor(s): Administration & Finance Committee

Mr. Ziehler mentioned that Patrick Schloss, Community Development Manager, is still working on resolving a few remaining issues before this refinancing can move forward. This matter should be held, and the Committee concurred.

Held

2. [2008-0390](#) Communication from City Administrative Officer relative to the 2009-2018 Ten Year Capital Improvement Program.

Mr. Ziehler informed the Committee that this is the annual Capital Improvement Program which breaks our needs into three categories and is a "conceptual" plan. This doesn't commit us to do any of these things, it just identifies our general needs for the future; actual funds still need to be appropriated in one of the several normal budgeting methods.

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

Votes: Aye: 4 - Ald. Kopplin, Ald. Vitale, Ald. Lajsic and Ald. Narlock

No: 0

3. [2007-0444](#) Wisconsin Professional Police Association communication regarding opening of contract negotiations.

This Matter was Recommended to be Placed on File on a Block Vote.

4. [2007-0477](#) Milwaukee District Council 48, Local 80, AFSCME, AFL-CIO communication regarding opening of contract negotiations for Clerical Unit.

This Matter was Recommended to be Placed on File on a Block Vote.

5. [2007-0478](#) Milwaukee District Council 48, Local 80, AFSCME, AFL-CIO communication regarding opening of contract negotiations for Public Works Unit.

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. Narlock, including all the preceding items marked as having been adopted on a Block Vote. The motion carried by the following vote:

Votes: Aye: 4 - Ald. Kopplin, Ald. Vitale, Ald. Lajsic and Ald. Narlock
No: 0

F. OTHER MATTERS TO COME BEFORE THE COMMITTEE FOR DISCUSSION/ACTION

1. Discussion/Action on Items by Alderpersons.

a. Federal/State FEMA Funding for February 5, 2008 Snow Event.

Mr. Ziehler commented that Ald. Narlock had requested a report on this issue. Mr. Ziehler reported that the City received \$98,481.31 in Federal/State FEMA funding for the February 5 snow event. The monies have been applied back as a credit to Mr. Pertmer's budget.

b. Status of Public Works Snow/Salt (Street & Sanitation) 2008 Budget.

Mr. Ziehler referred to the handout package which included Mr. Pertmer's memo on the 2008 DPW snow related expenditures. The Committee appreciated this information.

In light of the serious flooding in our community and disaster areas being declared by the Governor, Ald. Lajsic said he hopes that we will follow up to see if we are eligible for this federal aid. Mr. Ziehler said we expect there will be a federal declaration of disaster, and if it is declared, we will be applying immediately for this aid. Ald. Lajsic wondered what kind of outreach we have done with our residents facing these issues. Mr. Ziehler said we have placed information on our web site and City cable channel. A meeting will be held early Tuesday morning to make sure everything is being coordinated between various departments and to make sure we know what each other is doing. Ald. Lajsic said our staff and City workers did an excellent job over the weekend responding and assisting those in need in our community, and the Committee concurred with his comments.

2. Discussion/Action on Items by City Administrative Officer.

a. Benefit Administration for Assistant City Attorney Positions.

Mr. Ziehler informed the Committee that it was discovered, as a result of the exit interview process with an Assistant City Attorney, that certain benefits were administered differently in the City Attorney's Office. He said because no department head has the authority to deviate from the City's benefit administration policies, this matter needs to be addressed from a policy standpoint. The issues deal with vacation and overtime accrual.

First, the vacation policy follows one day earned per month in the first year. The Attorney's Office was providing 2 weeks vacation at hire. Second, because Assistant City Attorneys are in the Confidential, Professional and Supervisory (C/P/S) group, they are eligible to earn overtime at time and one-half. The City Attorney did not allow this benefit for this level of employees. Ms. Kuhary addressed these practices, pointing to the need for deviation as related to recruitment for professional positions and ability to attract candidates. Discussion ensued with several questions, comments from Committee members. Ald. Lajsic said he agrees with the City Attorney's analysis and the impact on hiring professional positions. He doesn't have any problem with continuing the practices as now administered in the Attorney's Office. Ald. Narlock asked if any other departments are interpreting the rules differently, and Mr. Ziehler said no. Mr. Ziehler did suggest that we review other professional positions to determine if this should be applied to more than just the Attorney's Office. In that regard, Ald. Vitale mentioned the Public Works supervisors and discussion ensued on their particular

circumstances, which are similar to police and fire supervisory personnel. After further discussion, the Committee directed that staff study this matter and report back with a recommendation on benefit administration for not only the City Attorney's Office but the C/P/S group. Staff concurred.

b. CVMIC 2007 Year End Reports.

Mr. Ziehler referred to the CVMIC year end reports included in the handout package and said that once a year CVMIC provides these reports which give an overview of our activity and an historic record of our data. Mr. Ziehler spent some time reviewing the selected reports. He explained how our self-insured retention is administered and at what point CVMIC pays over that limit. He also mentioned that, as one of the founding members of CVMIC 20 years ago, in 2009, we will start receiving dividend payments because all of CVMIC's debt has been paid off. Mr. Ziehler responded to several questions and comments from the Committee. The Committee unanimously accepted the report presented by staff.

3. Other.

a. Quad/Graphics Indemnity Fund (Ald. Narlock).

Ald. Narlock questioned the release of monies to Quad/Graphics (Q/G) at a previous Council meeting and wondered if we should still do that now that they are not moving forward with their plant expansion plans in West Allis. Mr. Schmid explained this indemnification fund was established when Q/G purchased the property and has nothing to do with expansion plans for the site.

G. ADJOURNMENT

A motion was made by Ald. Vitale, seconded by Ald. Narlock, to adjourn the meeting at 7:00 p.m. The motion carried unanimously.