



# City of West Allis

## 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, May 15, 2018

7:00 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### RECESS MEETING

#### A. CALL TO ORDER

#### B. ROLL CALL

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

6. [O-2018-0022](#) Ordinance to Amend, Repeal or Recreate the following Subsections in Chapter 2, Subchapter I - Amend 2.02(1), Repeal and Recreate 2.05(2); Amend 2.95(1); Repeal and Recreate 2.95(2), 2.95(3); Repeal 2.385, 2.95(4) and 2.95(5); Amend 2.10(2)(a) and (b), 2.14(1), 2.16(1), 2.24(1); Repeal 2.29; Amend 2.30(1), 2.32(1) and (2); Repeal 2.34 and 2.35. Amend, Repeal, Recreate or Create the following Subsections in Chapter 2, Subchapter II - Amend 2.63(1), 2.70(1) and (2)(a); Repeal and Recreate 2.72, 2.73; Create 2.74; Amend 2.75(1); Amend, Repeal, Recreate or Create the following Subsections in Chapter 2, Subchapter IV - Amend 4.2, 4.4(1), 4.7(1), 4.9(1); Repeal 4.7(3) of the West Allis Revised Municipal Code Relating to Appointive Officials and Employees, Vacancies, Appointment for Executive, Managerial and Deputy-Assistant Service positions.

*Sponsors:* Administration & Finance Committee

*Attachments:* [Chapter 2 RMC Changes - Marked #1](#)  
[Chapter 2 RMC Changes - Marked #2](#)

7. [O-2018-0023](#) Ordinance to establish the wage schedule for certain officers and employees in the Fire Department for 2018 and 2019.

*Sponsors:* Administration & Finance Committee

*Attachments:* [2018-2019 Wage Schedules for Fire Dept](#)

8. [R-2018-0331](#) Resolution approving the Summary of Negotiated Settlement between the City of West Allis and the West Allis Professional Firefighter's Association (WAPFFA) for 2018-2019.

*Sponsors:* Administration & Finance Committee

Attachments:     [Summary of Negotiated Settlement - WAPFFA](#)

9.     [R-2018-0337](#)     Resolution relative to amending City of West Allis Policies & Procedures Manual Policy No. 404, with the amended title, “Recruitment and Hiring Process for Executive/Managerial/Deputy-Assistant Service Positions”, and repealing City of West Allis Policies and Procedures Manual No. 1455, Managerial Service (Division Head) Conditions of Employment.

Sponsors:     Administration & Finance Committee

Attachments:     [Policy 404 - Marked Copy](#)

[Policy 404 - Clean Copy](#)

[Policy 1455 - to be repealed](#)

10.    [R-2018-0340](#)     Resolution approving the terms & conditions for an Economic Development Loan to Horizon Electric Company under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$30,000.

Sponsors:     Administration & Finance Committee

Attachments:     [Memo to Common Council \(5-15-18\)](#)

[Horizon Commitment Letter \(5-8-18\)](#)

[Attachment A - Reporting Form](#)

[Exhibit 1 - General Conditions \(5-8-18\)](#)

[Attachment B - Fed Conditions \(5-8-18\)](#)

11.    [R-2018-0341](#)     Resolution approving the terms & conditions for an Economic Development Loan to PodVac Holdings, LLC under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$150,000.

Sponsors:     Administration & Finance Committee

Attachments:     [Attachment A - Reporting Form](#)

[Memo to Common Council \(5-15-18\)](#)

[Pod Vac Holdings, LLC Commitment Letter \(5-8-18\)](#)

[Exhibit 1 -General Conditions \(5-8-18\)](#)

[Attachment B - Fed Conditions \(5-8-18\)](#)

12.    [R-2018-0344](#)     Resolution approving a single source contract with Ehlers & Associates, Inc. for the preparation of the Tax Increment District No. 16 - S. 70th and Washington Street Corporate Office Corridor Plan in the amount of \$15,000.

Sponsors:     Administration & Finance Committee

13.    [R-2018-0343](#)     Resolution approving a West Allis Neighborhood Association Small Grant Program Focus Grant to East Allis Neighborhood Association in the amount of \$1,500.

Sponsors:     Ald. Czaplewski and Ald. Vitale

Attachments:     [East Allis Focus Grant Application](#)

[East Allis Focus Grant Agreement](#)

14. [R-2018-0346](#) Resolution relative to approval of the Employment Contract for the position of Director of Public Works with David Wepking.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Employment Contract for Director of Public Works](#)  
[JDQ for Director of Public Works](#)
15. [R-2018-0347](#) Resolution relative to approval of the Employment Contract for the position of City Engineer with Peter C. Daniels.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Employment Contract for City Engineer](#)  
[JDQ for City Engineer](#)
16. [2018-0416](#) Communication from City Administrator regarding notification of resignation of Audrey Key, Human Resources Director, effective December 21, 2018.
- Attachments:* [CA Communication regarding HR Director notice of resignation](#)  
[HR Director Notice of Resignation](#)
17. [2018-0415](#) Communication from City Administrator transmitting information from Milwaukee County Office of District Attorney regarding complaint by former Alderperson Probst.
- Attachments:* [City Administrator Transmittal Communication](#)  
[Milw County DA Communication and Report](#)
18. [2018-0403](#) Communication from City Administrator requesting approval to fill a vacant Truck Driver position in the Department of Public Works, Sanitation and Street Division.
- Attachments:* [Request to fill Truck Driver position](#)
19. [2018-0426](#) Communication from City Administrator requesting approval to fill the vacant position of Administrative Support Assistant in the Finance and BINS Departments.
- Attachments:* [Request to fill Administrative Support Assistant position](#)
20. [2018-0429](#) Communication from Finance Director regarding Finance Department reorganization and adjustment of positions.
- Attachments:* [Communication re Finance Dept. Reorganization](#)
21. [2018-0408](#) Finance Director/Comptroller submitting report for April 2018 indicating City of West Allis checks issued in the amount of \$2,026,112.02.
- Attachments:* [April 2018 Monthly Claims Report to CC](#)

### City Attorney Claim Report

22. [2017-0203](#) Summons and Complaint in the matter of U.S. Bank vs. Kurt W. Sorenson, et al, regarding foreclosure of mortgage, Case No. 17CV002459.
- Attachments:* [Kurt W. Sorenson Summons & Complaint](#)

23. [2017-0594](#) Summons and Complaint in the matter of CitiMortgage, Inc. v. Brent J. Perkins and Stefany A. Perkins, et. al. Case No. 17CV007204.  
  
*Attachments:* [S & C.CitiMortgage.Perkins](#)  
[Ltr.CC.Perkins](#)
24. [2017-0702](#) Amended Summons and Complaint in the matter of Midfirst Bank vs. Charlotte Lewis et al. regarding foreclosure of mortgage, Case No. 17-CV-003145.  
  
*Attachments:* [MidFirst Bank vs. Charlote Lewis 2017CV003145](#)  
[Ltr.CC.Lewis](#)
25. [2017-0720](#) Amended Summons and Complaint in the matter of JP Morgan Chase Bank, National Association vs Christine Robinson, et al, regarding foreclosure of mortgage, Case No. 2016CV007040.  
  
*Attachments:* [Amended S & C C Robinson](#)

#### D. 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.