



# 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, December 2, 2014

7:37 PM

City Hall Room 118

#### RECESS MEETING-DRAFT

#### A. CALL TO ORDER

*Chair Vitale called the meeting to order at 7:37 p.m.*

#### B. ROLL CALL

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

#### Others Attending

*Mark Wyss, Finance Director/Comptroller/City Treasurer; Audrey Key, HR Director;  
Other Staff; Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

- 4. **O-2014-0082** An Ordinance to establish the salaries of certain employees in the Health Department for 2015.

Sponsors: Administration & Finance Committee

**A motion was made by Ald. May, 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

- 5. **O-2014-0083** An Ordinance to establish the salaries of certain employees in the Engineering Department for 2015.

Sponsors: Administration & Finance Committee

**A motion was made by Ald. May, 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

- 6. **O-2014-0084** An Ordinance to establish the salaries of certain Labor Employees for 2015.

Sponsors: Administration & Finance Committee

**A motion was made by Ald. May, 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

- 7. O-2014-0085** An Ordinance to establish the salaries of certain Administrative and Clerical Employees for 2015.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, 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

- 8. O-2014-0086** An Ordinance to establish the salary ranges of certain employees in the Executive Service, the Managerial Service, the Deputy Service, and the Confidential, Professional and Supervisory Service of the City of West Allis for the year 2015.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, 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

- 9. R-2014-0444** Resolution relative to renewal of the agreement with the Village of West Milwaukee for Information Technology Services for 2015.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Probst, 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

- 10. 2014-0762** Communication from Human Resources Director regarding recommended changes to the prescription drug program for plan year effective date of March 1, 2015.

**A motion was made by Ald. Probst, seconded by Ald. Haass, 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

**11. 2014-0763**

Communication from Human Resources Director regarding employee matters and benefits.

Ms. Key, HR Director, was present to discuss this communication, which contains three individual matters requiring Committee direction. First, rehiring of retired employees. Discussion ensued on this item, and the Committee decided on temporary, limited-term, non-benefited employees, but upon further discussion, decided to hold this for further discussion. Second, infertility coverage, and discussion ensued over two options. Ms. Key explained the risks/benefits of each and discussion ensued. The Committee decided to hold on this item for further discussion. Third, preliminary discussions pertaining to onsite medical services/clinics. The Committee agreed with looking into the concept. In conclusion, this communication will be held pending further discussion on two of the three items at a future Committee meeting.

**This matter was Held.**

**12. 2014-0756**

Communication from Human Resources Director regarding request to fill a vacant position of Certified Equipment Mechanic in the Department of Public Works, Fleet Services Division.

**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

**D. ADJOURNMENT**

**A motion was made by Ald. Haass, seconded by Ald. Probst, that the meeting be adjourned at 8:15 p.m. The motion carried unanimously.**