



City of West Allis

Meeting Agenda

Common Council

7525 W. Greenfield Ave.
West Allis, WI 53214

Mayor Dan Devine, Chair
Aldersperson Thomas G. Lajsic, Council President
Alderspersons: Gary T. Barczak, Michael J. Czaplewski, Kevin Haass,
Michael P. May, Cathleen M. Probst, Rosalie L. Reinke,
Daniel J. Roadt, Vincent Vitale, and Martin J. Weigel

Tuesday, October 18, 2016

7:00 PM

City Hall Common Council Chambers

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PUBLIC HEARINGS

1. [R-2016-0248](#) Resolution to approve the Year 2017 Operating Plan for the Downtown West Allis Business Improvement District and to adopt the Special Assessment Method as stated therein (Final).

Sponsors: Administration & Finance Committee

Attachments: [BID 2017 Operating Plan \(FINAL\)](#)

2. [R-2016-0249](#) Resolution relative to determination of Special Use Permit for Light of Grace Annex, a proposed religious institution, to be located at 5900 W. National Ave.

Sponsors: Safety & Development Committee

E. CITIZEN PARTICIPATION

F. ANNOUNCEMENT OF RECESS MEETINGS OF STANDING COMMITTEES

New and Previous Matters referred to Committees may be considered and acted upon by Committees during the Common Council recess. Unless otherwise announced during the meeting, the standing Committees of the Common Council will meet during recess in the following rooms and in the following order:

Room 123 - Mayor's Conference Room
Advisory, Public Works, Safety & Development

Room 128
License & Health, Administration & Finance

G. MAYOR'S REPORT

1. Recent events attended
2. Awards/commendations
3. Upcoming events

H. ALDERPERSON'S REPORT

1. Recent events attended
2. Awards/commendations
3. Upcoming events

I. APPROVAL OF MINUTES

3. [2016-0627](#) Minutes (Draft) of the Common Council regular meeting of October 4, 2016.

Attachments: [100416 CC Minutes.draft](#)

J. ITEMS NOT REFERRED TO COMMITTEE

4. [2016-0606](#) American Family Insurance communication on behalf of Eleanor L. Nass regarding vehicle damages allegedly sustained on September 6, 2016. Claim #00-445-187536.

Attachments: [E. Nass Claim](#)

5. [2016-0616](#) Randall Hierl Notice of Claim and Circumstances of Claim regarding property damages allegedly sustained on July 2016 at 2171 S. 89 Street.

Attachments: [R. Hierl Notice of Claim](#)

K. STANDING COMMITTEE REPORTS**COMMITTEE OF THE WHOLE**

(Special Meeting October 3, 2016. Ald. Barczak excused.)

6. [R-2016-0220](#) Resolution relative to the modification of the organizational and reporting structure of the City of West Allis (Organizational Chart) and amending the City of West Allis Policies & Procedures Manual Policy No. 403 (Shared Responsibilities of Mayor and City Administrator).

Sponsors: Ald. Haass, Ald. Lajsic and Ald. May

Attachments: [Policy 403.Mayor and City Administrator Duties & Responsibilities](#)
[Proposed Future Organizational Chart](#)

Recommended for Adoption by the following vote:

Ayes: 7-Haass, Lajsic, May, Probst, Roadt, Vitale, and Weigel

Noes: 2-Czaplewski, and Reinke.

7. [R-2016-0221](#) Resolution relative to amending City of West Allis Policies & Procedures Manual Policy No. 404, Recruitment, Selection, Appointment and Confirmation for City Officials and Department Heads.

Sponsors: Administration & Finance Committee

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

Unanimously recommended for adoption.

8. [R-2016-0222](#) Resolution relative to repealing and recreating the City of West Allis Policies & Procedures Manual Policy No. 405, Discipline for Non-Elective Officials (Executive Service/Department Heads).

Sponsors: Administration & Finance Committee

Attachments: [Policy 405 - Current Version](#)
[Policy 405 - Proposed Recreated Version.090616](#)
[Policy 405 - 10/18/16 Marked Version](#)
[Policy 405 - 10/18/16 Final Clean Version](#)

Unanimously recommended for adoption.

L. COMMON COUNCIL RECESS**M. NEW AND PREVIOUS MATTERS****ADMINISTRATION & FINANCE COMMITTEE****New Matters for Introduction**

9. [R-2016-0251](#) Resolution relative to accepting the proposal of Schenck SC for furnishing Financial Auditing Services for the period January 1, 2016 through December 31, 2016 for total sum of \$52,165.00.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Communication regarding Schenck financial auditing services](#)
[Schenck Financial Auditing Services Proposal for 2016](#)
10. [R-2016-0252](#) Resolution requesting authorization to list used fire apparatus for sale.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Communication regarding disposal of used fire apparatus](#)
[Information on FireTec Used Apparatus Sales](#)
11. [2016-0621](#) Communication from City Administrator recommending the appointment of Ms. Peggy Steeno for the position of Finance Director/Comptroller/Treasurer.
- Attachments:* [Appt. for the position of Finance Dir./Comptroller/Treasurer](#)
12. [2016-0623](#) Communication from City Administrator requesting approval to fill an upcoming vacant position of Arborist in the Department of Public Works, Forestry Division.
- Attachments:* [Request to fill Arborist position in Forestry Division](#)
13. [2016-0620](#) City Administrator report on IT Steering Committee meetings.
- Attachments:* [IT Steering Committee Meeting Minutes for 09/28/2016](#)

Previous Matters for Consideration

14. [R-2016-0242](#) Resolution relative to accepting the proposal of Schenck, SC for furnishing Financial Auditing Services for the period January 1, 2016 through December 31, 2018 for total sum of \$158,075.00.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Communication regarding Schenck financial auditing services](#)
[Schenck Financial Auditing Services Proposal for 2016-2018](#)

City Attorney Claim Report

15. [2016-0139](#) Scott Radcliffe communication relative to damages allegedly sustained at 3103 S. 112 St. on January 7, 2016.
- Attachments:* [Scott Radcliffe damages claim](#)
- City Attorney recommended to be placed on file.*
16. [2016-0448](#) Jake Napientek communication relative to property damages allegedly sustained on May 25, 2016.
- Attachments:* [Napientek Claim](#)
- City Attorney recommended denial.*
17. [2016-0557](#) Allen Thigpen, Jr. communication requesting reimbursement of towing fees allegedly sustained at the North West corner of S. 84 St. and W. Lapham Ave. on August 13, 2016.
- Attachments:* [A Thigpen tow fees](#)
- City Attorney recommended denial.*
18. [2016-0595](#) Nicholas Niemczyk communication regarding vehicle damages allegedly sustained at 1626 S. 93 St. on August 11, 2016.
- Attachments:* [N. Niemczyk veh dmg](#)
- City Attorney recommended to be placed on file.*

Public Hearing Items (Administration & Finance Committee)

19. [R-2016-0248](#) Resolution to approve the Year 2017 Operating Plan for the Downtown West Allis Business Improvement District and to adopt the Special Assessment Method as stated therein (Final).
- Sponsors:* Administration & Finance Committee
- Attachments:* [BID 2017 Operating Plan \(FINAL\)](#)

PUBLIC WORKS COMMITTEE**New Matters for Introduction**

20. [O-2016-0046](#) Ordinance to Amend Subsections 11.05(1) and 11.05(1)(a) of the West Allis Revised Municipal Code Relating to Vehicular Travel Causing Litter.
- Sponsors:* Public Works Committee
21. [O-2016-0048](#) Ordinance to Repeal and Replace Section 11.11 of the West Allis Revised Municipal Code Relating to High Voltage Wires and Poles.
- Sponsors:* Ald. Lajsic
- Attachments:* [Ordinance - High Voltage Wires and Poles](#)

22. [O-2016-0049](#) Ordinance to Amend Subsection 11.18 (3) and Create Subsections 11.18 (16) & (17) of the West Allis Revised Municipal Code Relating to Permit Fee Schedules.
- Sponsors:* Public Works Committee
- Attachments:* [Ordinance - Fee Schedules](#)
23. [R-2016-0247](#) Resolution authorizing and directing the Director of Public Works/City Engineer to enter into an Operating Agreement with Midwest Bikeshare, Inc., to operate a bike-sharing program in the City of West Allis.
- Sponsors:* Public Works Committee
- Attachments:* [BublR Operating Agreement - West Allis](#)
24. [R-2016-0250](#) Resolution to approve bid of UPI, LLC for the installation of water main relay and building services in South 57th St. from West National Avenue to West Greenfield Avenue in the City of West Allis in the amount of \$141,963.00.
- Sponsors:* Public Works Committee
- Attachments:* [2016-18 BID RESULT](#)
25. [R-2016-0253](#) Resolution to Impose a Moratorium on Issuance of Right of Way permits for Installation of New Other Than Standard Utility and Light Poles as defined in Section 11.11 of the Revised Municipal Code.
- Sponsors:* Public Works Committee
26. [R-2016-0254](#) A Resolution to Amend the City's Policies & Procedures Manual No. 2806 Relating to Special Assessments & Sidewalk Improvements.
- Sponsors:* Public Works Committee
- Attachments:* [P&P 2806 Special Assessments-Sidewalk Improve-Original](#)
[P&P 2806 Special Assessments-Sidewalk Improve-Clean](#)
[P&P 2806 Special Assessments-Sidewalk Improve-Rev](#)
27. [R-2016-0255](#) A Resolution to Amend the City's Policies & Procedures Manual No. 2611 Relating to Street Repair.
- Sponsors:* Public Works Committee
- Attachments:* [P&P 2611 Street Repair-Clean](#)
[P&P 2611 Street Repair-Rev](#)
28. [R-2016-0256](#) A Resolution to Amend the City's Policies & Procedures Manual No. 2612 Relating to Snow Plow Damage Complaints.
- Sponsors:* Public Works Committee
- Attachments:* [P&P 2612 Snow Plow Damage Complaints-Clean](#)
[P&P 2612 Snow Plow Damage Complaints-Rev](#)

29. [R-2016-0257](#) A Resolution to Amend the City's Policies & Procedures Manual No. 2814 Relating to the 10-Year Sidewalk Repair Program.
- Sponsors:* Public Works Committee
- Attachments:* [P&P 2814 10Y Sidewalk Repair Prog-Clean](#)
[P&P 2814 10Y Sidewalk Repair Prog-Rev](#)
30. [R-2016-0258](#) A Resolution to Delete City of West Allis Policies & Procedures Manual Policy No. 2815 Relating to the Interim 5-Year Sidewalk Review Program.
- Sponsors:* Public Works Committee
- Attachments:* [P&P 2815 Interim 5Y Sidewalk Review Prog-Original](#)

Previous Matters for Consideration

31. [2015-0226](#) Communication from Director of Public Works/City Engineer introducing a proposed Park policy.
- Attachments:* [COMM-2015-0226 policy and memo](#)
32. [2015-0229](#) Communication from Director of Public Works/City Engineer regarding application for Park Use Permit.
- Attachments:* [COMM - Park Use Permit](#)
33. [2016-0186](#) Communication from the Director of Public Works/City Engineer regarding selecting bags or carts for the City's recycling program.
- Attachments:* [2016-0186](#)

SAFETY & DEVELOPMENT COMMITTEE

New Matters for Introduction

34. [2016-0617](#) City of New Berlin Notice of Public Hearing before the City of New Berlin Plan Commission scheduled for November 9, 2016, at 6:00 p.m., in regard to an overall update to the City's 2020 Comprehensive Plan.
- Attachments:* [City of New Berlin Official Notice](#)
35. [2016-0622](#) Special Use Permit for Gill Automotive, a proposed auto repair business, to be located at 9435 W. Lincoln Ave.

Previous Matters for Consideration

36. [2015-0789](#) Amended Summons and Complaint in the matter of the Complaint Against John Scherff, d/b/a Central Wastewater Treatment of Wisconsin LLC, located at 356-360 S. Curtis Rd., regarding their Special Use Permit.
- Attachments:* [Amended Complaint CWT](#)

37. [2016-0125](#) Proposed Findings of Fact and Directions to Staff in the matter of the Complaint Against John Scherff, d/b/a Central Wastewater Treatment of Wisconsin LLC, located at 356-360 S. Curtis Rd., regarding their Special Use Permit.

Attachments: [Proposed Findings of Fact-CWT](#)

Public Hearing Items (Safety & Development Committee)

38. [R-2016-0249](#) Resolution relative to determination of Special Use Permit for Light of Grace Annex, a proposed religious institution, to be located at 5900 W. National Ave.

Sponsors: Safety & Development Committee

39. [2016-0610](#) Special Use Permit for Light of Grace Annex, a proposed religious institution, to be located at 5900 W. National Ave.

LICENSE & HEALTH COMMITTEE

New Matters for Introduction

40. [O-2016-0047](#) An Ordinance to Amend Subsection 9.01(1) of the West Allis Revised Municipal Code Amending the Number of Class "A" Liquor Licenses Permitted within the City.

Sponsors: License & Health Committee

41. [2016-0618](#) Summons and Complaint in the matter of the complaint against Top Dog Enterprises, LLC, Ronald Mellantine, Agent, for the premises located at 9638 W. National Ave., d/b/a The Choice Eatery & Entertainment (2016-2017 Class B Tavern License no. 2316).

Attachments: [Summons The Choice Eatery & Entertainment](#)
[Summons time correction](#)
[Complaint The Choice Eatery & Entertainment](#)
[Affidavit of Service](#)

42. [2016-0635](#) License applications.

*2016-2018 Operator's License (bartender/sales clerk) applications:
Chiraag Valand, and Cheryl Shilts*

*2016-2017 Secondhand Article Dealer License application(s):
Brew Town Trading Co., LLC, 7633 W. Beloit Rd.*

*2016-2017 Special Class B Beer & Wine License(s):
Milwaukee Croatian Tambaritzans, 2025 S. 67 Pl., October 22, 2016, 5:00 p.m. to 11:00 p.m.
(1st event for 2016-2017 license year, 1st event for Beer & Wine)*

43. [2016-0601](#) 2016-2017 Class B Tavern License application no. 2359, Dance Hall License application no. 22360, and Instrumental Music License application no. 2361 of Thirsty Cow Gastropub, LLC, Iura S. Giancesini, Agent, d/b/a Thirsty Cow Gastropub, for the premises located at 7211 W. Greenfield Avenue (new-existing location).
44. [2016-0605](#) 2016-2017 Class B Tavern License application no. 2363, of Elaine C. Schmid, d/b/a Elaine, for the premises located at 1022 S. 60 St. (new-existing location).
45. [2016-0626](#) 2016-2017 Class B Tavern Special Event Permit application no. 12 of John Starr Pickles, LLC, John Starr, Agent, d/b/a Broken Starr Saloon, 1100 S. 60 Street, for a Custome/Birthday Party to be held on October 22, 2016, from 2:00 p.m. to 11:00 p.m. (Food, tent, and outdoor music). First (1st) application for the 2016-2017 license year.

Previous Matters for Consideration

46. [2016-0444](#) 2016-2017 Combination Class A Liquor License application no. 2338 of Parthenon Foods, Inc., Danny C. Sarandos, Agent, d/b/a Parthenon Foods, for the premises located at 8415 W. Greenfield Ave., (new-nonexisting location).
47. [O-2016-0041](#) An Ordinance to Repeal Subsection 9.01(1) of the West Allis Revised Municipal Code Relating to Elimination of the Quota on Class A Licenses.
- Sponsors:* License & Health Committee
- Attachments:* [Class A Survey - 2016](#)
[Class A License Establishments](#)
48. [O-2016-0042](#) An Ordinance to Create Subsections 9.01(1)(a) and (b) of the West Allis Revised Municipal Code Relating to the Number of Class A Licenses.
- Sponsors:* Ald. May and Ald. Barczak

ADVISORY COMMITTEE

New Matters for Introduction

49. [2016-0629](#) Reappointment by Mayor Devine of Nicole Dahms as a member of the West Allis Block Grant Committee, her two-year term to expire September 1, 2018.
50. [2016-0630](#) Reappointment by Mayor Devine of Michael Plicka as member of the West Allis Block Grant Committee, under the guidelines of the ordinance pertaining to limitation on consecutive terms for members of boards and commissions, his two-year term to expire September 1, 2018.
51. [2016-0632](#) Reappointments by Mayor Devine to the West Allis Commission on Aging of Deborah Tiegs and John Zentgraf, their three-year terms to expire November 1, 2019.

52. [2016-0633](#) Reappointment by Mayor Devine of Karin Gale as a member of the West Allis Community Development Authority, under the guidelines of the ordinance pertaining to limitation on consecutive terms for members of boards and commissions, her four-year term to expire October 1, 2020.
53. [2016-0634](#) Appointment by Mayor Devine of Barbara Hart as a member of the West Allis Library Board, her term to expire July 1, 2017.

N. ADJOURNMENT

All meetings of the Common Council 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.