



# City of West Allis

## Meeting Minutes

### Administration & Finance Committee

*Alderson Kevin Haass, Chair*

*Alderson Martin J. Weigel, Vice-Chair*

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

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Tuesday, April 17, 2018

8:20 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### RECESS MEETING

#### A. CALL TO ORDER

*Chairperson Haass called the meeting to order.*

#### B. ROLL CALL

**Present** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

#### Others Present:

*Rebecca Grill, City Administrator; Peggy Steeno, Finance Director; Patrick Schloss, Community Development Manager; Sally Nusslock, Health Commissioner; Patrick Mitchell, Police Chief; Kurt Zellmann, Assistant Fire Chief; Ed Lisinski, Director of BINS; Jon Matte, Communications Director; Tony Warkoczewski, IT Director; Nick Cerwin, Assistant City Attorney; Mike Rushmer, Forestry Superintendent; Other Staff; Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

9. [R-2018-0256](#) Resolution authorizing the Superintendent of Forestry to apply for a cost-share grant of \$20,000, the City's portion of this grant would be \$14,266.94, to fund Emerald Ash Borer mitigation projects.

**Sponsors:** Public Works Committee and Administration & Finance Committee

**A motion was made by Ald. Weigel, seconded by Ald. Roadt, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

10. [O-2018-0016](#) Ordinance to amend the City of West Allis Salary Schedule amending the salary of the Fleet Manager in the Police Department.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Weigel, seconded by Ald. May, that this matter was Recommended for Passage. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

11. [R-2018-0261](#) Resolution to implement the City of West Allis Pay for Performance Program by amending City of West Allis Policies and Procedures Manual - #1110 - Creating, Maintaining, and Administering Pay Ranges; recreating #1422 Performance Management and Review Process; and creating #1113 Pay for Exceptional Performance and Educational Achievement Rewards.

**Sponsors:** Administration & Finance Committee

*Discussion ensued on this item pertaining to whether the City Attorney's Office should be excluded from the Pay for Performance Program. Questions and comments were made by Committee members which staff responded to. As a result of this discussion, the following motion was made to amend two of the policies (#1113 and #1422) to exclude the City Attorney's Office from the program.*

*Ald. Weigel moved to amend Policy #1113 (Section 2.0) and Policy #1422 (Section 2.0) to include the City Attorney's Office on the exclusion. The motion was seconded by Ald. Roadt. The motion passed unanimously.*

*A final motion was then made to recommend approval of the resolution, as amended. Staff was also directed to introduce a new item on this specific topic of City Attorney Office exclusion from the program for the May 1 Council meeting.*

**A motion was made by Ald. Haass, seconded by Ald. Roadt, that this matter was Recommended For Adoption As Amended, with amendments to Policy #1113 (Section 2.0) and Policy #1422 (Section 2.0) to include the City Attorney's Office on the exclusion. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

12. [R-2018-0264](#) Resolution relative to accepting the proposal of Vanguard Computers, Inc. for furnishing and delivering 65 each i3 desktop computers, with 3-year NBD On-Site Extended Warranty, for a total sum of \$32,082.05.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Czaplewski, seconded by Ald. Weigel, that this matter was Recommended For Adoption. The motion carried by the following vote:**

**Aye:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

13. [R-2018-0269](#) Resolution to approve a Storefront Improvement Program Grant Contract by and between the City of West Allis and Teamtam, LLC, property owner for the property located at 1753 S. 68 St. in an amount not to exceed \$30,000.

**Sponsors:** Administration & Finance Committee

*Patrick Schloss was present for discussion.*

A motion was made by Ald. Weigel, seconded by Ald. May, that this matter was Recommended For Adoption. The motion carried by the following vote:

Aye: 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 0

14. [2018-0313](#) Communication from Director of Communications requesting to amend the position of Communications Associate from .75 FTE to .90 FTE.

*Jon Matte was present for discussion.*

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

Aye: 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 0

15. [2018-0293](#) Finance Director/Comptroller submitting report for March 2018 indicating City of West Allis checks issued in the amount of \$2,803,302.00.

A motion was made by Ald. Czaplewski, seconded by Ald. Weigel, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 0

### Previous Matters for Consideration

16. [2018-0100](#) Edward Wistl claim relative to damages allegedly sustained at 7210 W. Greenfield Ave. on January 21, 2018.

A motion was made by Ald. May, seconded by Ald. Czaplewski, that this matter was Recommended for Denial. The motion carried by the following vote:

Aye: 4 - Ald. Haass, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 1 - Ald. Weigel

### City Attorney Claim Report

17. [2017-0003](#) Summons and Complaint in the matter of Bonnie L. Eastman vs. City of West Allis, Case No. 16CV007114.

A motion was made by Ald. May, seconded by Ald. Roadt, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 0

### D. ADJOURNMENT

*A motion was made by Ald. May, seconded by Ald. Weigel, to adjourn the meeting at 8:40 p.m.*



All meetings of the {bdName} 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.