



# City of West Allis

## Meeting Minutes

### Administration & Finance Committee

*Aldersperson Kevin Haass, Chair*

*Aldersperson Danna Kuehn, Vice-Chair*

*Alderspersons: Thomas G. Lajsic, Angelito Tenorio, and Martin J. Weigel*

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Tuesday, August 4, 2020

7:59 PM

City Hall, Council Chambers  
7525 W. Greenfield Ave.

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#### RECESS MEETING (draft)

#### A. CALL TO ORDER

*The meeting was called to order by Chairperson Haass at 7:59 p.m.*

#### B. ROLL CALL

**Present** 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

*Others Present: Rebecca Grill, City Administrator; John Stibal, Director of Development; and Patrick Schloss, Community Development Manager*

#### C. APPROVAL OF MINUTES

1. [2020-0524](#) Minutes (draft) Recess Meetings of June 16, 2020, June 25, 2020, and July 14, 2020

**Attachments:** [AF Recess 06162020.draft](#)  
[AF Recess 06252020.draft](#)  
[AF Recess 07142020.draft](#)

*No action taken.*

#### D. NEW AND PREVIOUS MATTERS

6. [O-2020-0032](#) Ordinance to separate the City Treasurer and City Comptroller positions and eliminate the Finance Director position

**Sponsors:** Aldersperson Haass

**Attachments:** [O-2020-0032](#)  
[Ord O-2020-0032 signed](#)  
[DR AFFIDAVITS O-2020-0032](#)

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

**Aye:** 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

**No:** 0

7. [2020-0535](#) Communication from the City Administrator regarding request to fill Comptroller and Treasurer positions

**Attachments:** [request to fill treasurer comp.](#)

This matter was Recommended For Approval and to be Placed on File on a Block Vote.

8. [2020-0532](#) Communication from the City Administrator regarding request to fill Finance Director/Comptroller/Treasurer position

*Attachments:* [request to fill treasurer comp.](#)

This matter was Recommended for Approval and to be Placed on File on a Block Vote.

### Passed The Block Vote

A motion was made to approve all the actions on item nos. 8 and 9 on a Block Vote. The motion carried by the following vote:

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

9. [R-2020-0404](#) Resolution to extend the emergency declaration in the City due to the COVID-19 Pandemic

*Attachments:* [Signed.R-2020-0404 COVID-19 Emergency declaration](#)

*Amendment was the addition of the December 18, 2020 to the time period.*

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

10. [R-2020-0465](#) Resolution relative to approving contract with Diversified Benefit Services, Inc. to administer a Premium Only Health Reimbursement Account for participants in the Reduction in Workforce Program 2020-2021.

*Sponsors:* Alderperson Haass

*Attachments:* [City of West Allis HRA Retiree Agreement for Service 9-1-2020](#)  
[Signed.R-2020-0465 Diversified Benefit Services](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

11. [R-2020-0455](#) Resolution approving Intergovernmental Agreement between the Milwaukee County - Department of Health and Human Services (DHHS) Behavioral Health Division (BHD) and the City of West Allis Police Department for police officers to become a part of a BHD Mobile Crisis Team

*Sponsors:* Alderperson Lajsic

*Attachments:* [Agreement between WAPD and BHD](#)  
[Signed R-2020-0455 Intergovernmental Agreement MC DHHS BHD and Police Dept.](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

12. [R-2020-0452](#) Resolution authorizing the Director of Development to enter into a professional services agreement with Community Planning and Development Advisors, LLC

**Sponsors:** Administration & Finance Committee

**Attachments:** [2020 CPDA Proposal for Services](#)  
[Signed R-2020-0452 Community Planning and Development Advisor LLC](#)

*Patrick Schloss present to discuss.*

**This matter was Recommended For Adoption.**

13. [R-2020-0449](#) Resolution to consider a sole source professional service contract with Tracy Cross & Associates, Inc. in the amount of \$26,500 for a market study on the West Allis housing market

**Sponsors:** Administration & Finance Committee

**Attachments:** [Scope of Services Tracy Cross](#)  
[R-2020-0449](#)

**This matter was Held.**

14. [R-2020-0443](#) Resolution to consider funding \$8,376 in grants from the established CDBG-CV Small Business RESTART Round 2 Program

**Sponsors:** Administration & Finance Committee

**Attachments:** [Restart Grant Resolution Attachment 7.28.20](#)  
[Signed R-2020-0443 Restart Round 2 Program](#)

John Stibal present to discuss.

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

15. [R-2020-0466](#) Resolution approving a five-year Consolidated Plan for 2020-2024 relative to the Community Development Block Grant (CDBG) Program

**Sponsors:** Administration & Finance Committee

**Attachments:** [Consolidated Plan 8-4-20](#)  
[Signed.R-2020-0466 5 yr Cons Plan FY 2020-2024 CDBG](#)

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

**Aye:** 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

**No:** 0

**16.** [2020-0023](#)

Discussion regarding contract negotiations with West Allis Fire Fighters IAFF, Local No. 342 (Previously 1004)

**This matter was Discussed and Consensus Given.**

*For agenda item 16, Chairperson Haass stated it was the intention of the Committee may convene in closed session pursuant to the provisions of 19.85(1)(e) to deliberate or negotiate the investment of public funds or conduct other specified public business whenever competitive or bargaining reasons require a closed session. The Committee may convene in open session after completion of the closed session to consider the balance of the agenda.*

**A motion was made by Lajsic, seconded by Tenorio, to convene into closed session at 8:25 p.m. The motion carried by the following vote:**

**Aye:** 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

**No:** 0

**A motion was made by Lajsic, seconded by Weigel, the meeting reconvened into open session at 8:42 p.m.**

**The motion carried by the following vote:**

**Aye:** 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

**No:** 0

**E. ADJOURNMENT**

**A motion was made by Kuehn, seconded by Tenorio, to adjourn the meeting at 8:43 p.m. The motion carried unanimously.**



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**

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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.

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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.