



Meeting Minutes

Administration & Finance Committee

Aldersperson Kevin Haass, Chair

Aldersperson Martin J. Weigel, Vice-Chair

Alderspersons: Michael J. Czaplewski, Michael P. May, Daniel J. Roadt

Tuesday, March 21, 2017

7:46 PM

City Hall Room 128

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Haass called the meeting to order at 7:46 p.m.

B. ROLL CALL

Present 4 - Ald. Haass, Ald. Czaplewski, Ald. May, and Ald. Roadt

Excused 1 - Ald. Weigel

Others Attending

Sally Nusslock, Health Commissioner; Mike Lewis, Director of Public Works/City Engineer; Patrick Mitchell, Police Chief; Mason Pooler, Interim Fire Chief; Jim Jandovitz, IT/CFE Director; Monica Schultz, City Clerk; Sheryl Kuhary, Assistant City Attorney; Patrick Schloss, Manager of Community Development; Steve Schaer, Manager of Planning & Zoning; Rebecca Grill, City Administrator; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

4. [R-2017-0069](#) Resolution authorizing a Professional Service Contract with Harwood Engineering Consultants for Engineering Consulting Services related to retrofitting LED lighting in city buildings for an amount not to exceed \$29,455.00.

Sponsors: Public Works Committee

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

Aye: 3 - Ald. Haass, Ald. Czaplewski, and Ald. Roadt

No: 1 - Ald. May

5. [R-2017-0067](#) Resolution relative to approving the 2016 Consolidated Annual Performance and Evaluation Report (CAPER) for the Community Development Block Grant Program.

Sponsors: Administration & Finance Committee

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

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

No: 0

6. [R-2017-0072](#) Resolution relative to accepting the sole source proposal of WTMJ-AM Radio, a division of Scripps Media, Inc., for providing Commercial Broadcast services for a total net sum of \$15,350.

Sponsors: Administration & Finance Committee

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

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

No: 0

7. [R-2017-0073](#) Resolution approving the terms & conditions for an Economic Development Loan to Kater 2 Kidz Salon Spa & Boutique, LLC under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$10,000.

Sponsors: Administration & Finance Committee

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

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

No: 0

8. [R-2017-0074](#) Resolution relative to accepting the proposal of CDW-G Inc. for furnishing and delivering a Palo Alto Network Security Appliance, accessories, and one year of support for a total sum of \$29,887.20.

Sponsors: Administration & Finance Committee

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

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

No: 0

9. [R-2017-0078](#) Resolution relative to accepting the proposal of BP Logix, Inc. for furnishing software maintenance for 2017 for a total sum of \$16,660.

Sponsors: Administration & Finance Committee

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

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

No: 0

10. [2017-0157](#) Communication from City Administrator requesting approval to fill the full-time position of Clerical Assistant at the Public Library.

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

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

No: 0

11. [2017-0164](#) Communication from City Administrator requesting approval to fill the vacant position of Network Specialist in the IT Department/CFE.

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

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

No: 0

City Attorney Claim Report

12. [2011-0143](#) Leona Brown communication regarding vehicle damages allegedly sustained northbound on Hawley Rd. on March 7, 2011.

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

No: 0

D. ADJOURNMENT

A motion was made by Ald. Czaplewski, seconded by Ald. Roadt, that the meeting be adjourned at 8:05 p.m. The motion carried unanimously.