



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## 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, September 5, 2017

8:00 PM

City Hall Room 128

#### RECESS MEETING (Draft Minutes)

#### A. CALL TO ORDER

*Chair Haass called the meeting to order at 8:00 p.m.*

#### B. ROLL CALL

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

#### Others Attending

*Scott Post, City Attorney; Patrick Mitchell, Police Chief; Mason Pooler, Fire Chief; Kurt Zellmann, Assistant Fire Chief; Peggy Steeno, Director of Finance; Audrey Key, HR Director; Sally Nusslock, Health Commissioner; Monica Schultz, City Clerk; Patrick Schloss, Manager of Community Development; Jason Williams, City Assessor; Rebecca Grill, City Administrator; Other Staff; Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

- 33. [R-2017-0230](#) Resolution relative to accepting the proposal of Gerber Leisure Products for furnishing and delivering Landscape Structures, Inc. playground equipment for Roosevelt Park for a total sum of \$86,978.25.

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

**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

- 34. [R-2017-0231](#) Resolution relative to accepting the proposal of Gerber Leisure Products for furnishing and delivering Landscape Structures, Inc. playground equipment for Klentz Park for a total sum of \$9,773.69.

**Sponsors:** Public Works Committee and 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:** 5 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

35. [O-2017-0036](#) A Charter Ordinance Relating to the Selection and Tenure of the City Clerk, City Treasurer, and City Assessor of the West Allis

**Sponsors:** Ald. Lajsic

**A motion was made by Ald. May, seconded by Ald. Weigel, 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

36. [R-2017-0226](#) Resolution authorizing an Economic Development Loan settlement in the amount of \$7,500 for Reclaimers LLC.

**Sponsors:** Administration & Finance Committee

*Patrick Schloss, Manager of Community Development, was present to discuss this matter. He provided information pertaining to this settlement, and responded to questions.*

**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

37. [R-2017-0228](#) Resolution relative to selecting The Horton Group to provide Employee Benefit Consulting Services for a two-year period at a cost of \$48,000 per year.

**Sponsors:** Administration & Finance Committee

**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

38. [R-2017-0229](#) Resolution amending the City of West Allis Policies & Procedures No. 1112, Advance Notification of Resignation from City Service by Appointed Department Heads and City Officers, to include the Fire Chief and Police Chief.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, 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

39. [R-2017-0232](#) Resolution authorizing the Director of Development to enter into an amended landscape design/architectural services contract for construction oversight with Ayres Associates, for Roosevelt Park and Klentz Park in an amount not to exceed \$17,988 per park (totaling \$35,976).

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

**No:** 0

40. [R-2017-0235](#) Resolution relative to purchasing a Marked 2017 AWD Ford Utility Interceptor SUV from Ewald Automotive Group, and associated upfitted items, such as light bars, sirens, decals, etc. from various vendors, for a sum not to exceed \$38,000.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, 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

41. [R-2017-0236](#) Resolution relative to authorizing the purchase of various Police investigative equipment in a sum not to exceed \$33,950.00.

**Sponsors:** 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

42. [R-2017-0239](#) A Resolution to authorize the expenditure of funds to refurbish two currently in service Firefighting Apparatus for the total sum of \$150,000.00

**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

43. [2017-0562](#) Communication from HR Director regarding the opening of contract negotiations with the West Allis Professional Firefighters Association, Local #1004.

**This matter was Held**

44. [2017-0569](#) Communication from Ms. Peggy Steeno, Finance Director, requesting an exception to the City's Moving/Relocation Policy.

**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

45. [2017-0514](#) Finance Director/Comptroller submitting report for July 2017 indicating City of West Allis checks issued in the amount of \$4,495,417.84.

**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

46. [2017-0532](#) City Administrator report on IT Steering Committee meetings.

**A motion was made by Ald. May, seconded by Ald. Czaplewski, 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

47. [2017-0561](#) Communication from City Administrator transmitting Report on Assessment of the City's current Information Technology operations.

**This matter was Held**

48. [2017-0563](#) Communication from City Administrator requesting approval to fill the vacant position of Maintenance Repairer in the Department of Public Works, Water Division.

**A motion was made by Ald. Czaplewski, seconded by Ald. Roadt, 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

**City Attorney Claim Report**

49. [2016-0252](#) Summons and Complaint in the matter of Deutsche Bank National Trust Company vs Barbara Kibble, et al. regarding foreclosure of mortgage, Case No. 16CV002592.

**This matter was Recommended to be Placed on File on a Block Vote**

50. [2017-0365](#) Maria E. Carreon Notice of Claim regarding personal injury allegedly sustained at the West Allis Farmer's Market, 6501 W. National Avenue, on June 4, 2017.

**This matter was Recommended for Denial on a Block Vote**

51. [2017-0447](#) Dennis Rebek Notice of Claim regarding vehicle damages allegedly sustained at 8750 W. National Ave. on April 30, 2017.

**This matter was Recommended to be Placed on File on a Block Vote**

**Passed The Block Vote**

**A motion was made by Ald. May, seconded by Ald. Czaplewski, to approve all the actions on the preceding items on a Block Vote. The motion carried by the following vote:**

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

**No:** 0

**D. CLOSED SESSION**

*At 8:27 p.m., Chairperson Haass stated it was the intention of the Committee to vote on a motion to convene in closed session to discuss what benefits (e.g., sick leave, retiree health insurance, vacation, etc.) would be available to an employee who was terminated due to a reduction in force and may be recalled/rehired to a vacant City position, and to take such further action as may be necessary and appropriate with respect to such matter.*

*A closed session for the above purpose is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(g), which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to confer with legal counsel for the governing body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.*

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

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

**No:** 0

*Discussion ensued on this topic with input from City Attorney Scott Post and HR Director Audrey Key on issues to be considered on the specific Assessor Office situation and all employees overall. Staff responded to questions and comments from Committee members. After lengthy discussion, consensus was arrived at and direction provided to staff on how to proceed.*

*Upon conclusion of the closed session at 8:55 p.m., the Administration & Finance Committee reconvened in open session at said time and place to consider its public agenda, including motions to recommend approval or rejection of above-listed deliberations or any of the public agenda items that have not been acted upon.*

#### **E. MATTERS FOR DISCUSSION/ACTION**

1. [2017-0571](#) Discussion of benefit offerings for recall/rehire employees.

**This matter was Heard in Closed Session and Consensus Given**

2. [2017-0572](#) Discussion and consideration/approval of Station Alerting Project Terms and Conditions (Fire).

*Fire Chief Mason Pooler and Assistant Fire Chief Kurt Zellmann were present to discuss this matter. They explained the project terms and conditions and responded to questions from the Committee. Committee consensus to proceed with the Station Alerting Project.*

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

#### **F. ADJOURNMENT**

*A motion was made to adjourn the meeting at 9:00 p.m. The motion carried.*