



# City of West Allis

## 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*

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Tuesday, December 18, 2018

7:25 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### RECESS MEETING (draft minutes)

#### A. CALL TO ORDER

*The meeting was called to order by Chairperson Haass at 7:25 p.m.*

#### B. ROLL CALL

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

#### Others Present:

*Mayor Devine; Alderspersons Barczak, Lajsic, Vitale; Peggy Steeno, Finance Director; Patrick Schloss, Community Development Manager; Sheryl Kuhary, Interim City Attorney; Sally Nusslock, Health Commissioner; Patrick Mitchell, Police Chief; Mason Pooler, Fire Chief; Kurt Zellmann, Assistant Fire Chief; Tony Warkoczewski, IT Director; Steve Braatz, City Clerk; Denise Cleary, Communications/Creative Services.*

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

- 3a. [R-2018-0824](#) Resolution approving the transfer of \$10,000 from the Salary account in the West Allis Senior Center's budget to the Equipment account in the West Allis Senior Center's 2018 budget to purchase MySeniorCenter software package for the West Allis Senior Center.

**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

4. [R-2018-0802](#) Resolution to approve a Storefront Improvement Program Grant Contract by and between the City of West Allis and 6682 LLC, property owner for the property located at 6682 W. Greenfield Ave. in an amount not to exceed \$100,000.

**Sponsors:** Administration & Finance Committee

*Mr. Schloss was present to discuss.*

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

5. [R-2018-0803](#) Resolution approving the terms & conditions for an Economic Development Loan to Blast Cleaning Technologies, Inc. in the amount of up to \$200,000.

**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

6. [R-2018-0809](#) Resolution approving the terms & conditions for an Economic Development Loan to Wandering Arrow, LLC d/b/a Wild Roots Restaurant under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$40,000.

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

**No:** 0

7. [R-2018-0776](#) Resolution to amend City of West Allis Policies & Procedures Manual Policy No. 1410, Total Benefit Package.

**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

8. [R-2018-0804](#) Resolution authorizing the City of West Allis to participate in the Protective Service Mental Health Program provided by Cities and Villages Mutual Insurance Company (CVMIC).

**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

9. [R-2018-0822](#) Resolution relative to approving the contract with Anthem for TPA services and Stop Loss Coverage for the March 1, 2019 to February 29, 2020 Plan Year in an amount not to exceed \$1,500,000.

**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

10. [R-2018-0823](#) Resolution authorizing the City of West Allis to enter into a contract with Superior Vision effective March 1, 2019 to provide the voluntary benefit of vision insurance for permanent full and part-time non-represented employees participating in the Total Benefit Package.

**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

11. [2018-0971](#) Communication from City Administrator requesting approval to fill the vacant position of Maintenance Repairer-Building and Sign in the Department of Public Works, Building/Inventory and Electrical Division.

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

12. [2018-0972](#) Communication from City Administrator requesting approval to fill the vacant position of Equipment Operator in the Department of Public Works, Sanitation and Street 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

13. [2018-0973](#) Communication from City Administrator requesting approval to fill the vacant position of Truck Driver in the Department of Public Works, Sanitation and Street Division.

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

14. [2018-0980](#) Communication from City Administrator requesting approval to fill the vacant Accounting Specialist position in the Finance Department.

**A motion was made by Ald. May, seconded by Ald. Weigel, 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. [2018-0960](#) Finance Director/Comptroller submitting report for November 2018 indicating City of West Allis checks issued in the amount of \$2,165,977.24.

**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. [O-2018-0045](#) Ordinance to repeal and recreate Subsection 5.03(8) of the City of West Allis Revised Municipal Code pertaining to the charging and administration of crash billing fees.

**Sponsors:** Administration & Finance Committee

*Fire Chief Pooler present to discuss.*

**This matter was Held**

### City Attorney Claim Report

17. [2018-0740](#) Cheryl Dolge Notice of Claim regarding vehicle damages allegedly sustained at 2203 S. 98 Street on July 1, 2018.

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

18. [2018-0796](#) Richard D. Vis Notice of Claim regarding vehicle damages allegedly sustained at W. Greenfield Ave. west of S. 84 St., on September 7, 2018.

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

### Passed The Block Vote

**A motion was made by Ald. May, seconded by Ald. Roadt, 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 7:45 p.m., Chairperson Haass stated it was the intention of the Committee to vote on a motion to convene in closed session to discuss consideration of certain employees' performance and employees related to the exceptional performance program, discuss collective bargaining matters with the Police Union, and to take such further action as may be necessary and appropriate with respect to such matters.*

*A closed session for the above purposes is authorized pursuant to the provisions of Wis. Stats. Section 19.85(1)(c), (e), (f), and (g), which authorizes a governmental body, upon motion duly made and carried, to meet in closed session to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility; to deliberate or negotiate the purchase of public properties and the investment of public funds, or conduct other specified public business whenever competitive or bargaining reasons require a closed session; to consider financial, medical, social or personal histories or disciplinary data of specific persons, preliminary consideration of specific personnel problems or the investigation of charges against specific persons except where par. (b) applies which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data, or involved in such problems or investigations; and 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, to convene in closed session at 7:45 p.m. The motion carried by the following vote:**

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

**No:** 0

*City Administrator Rebecca Grill discussed certain employees' performance and employees related to the exceptional performance program. She responded to questions and comments from the Committee. Committee consensus to proceed as recommended by Ms. Grill.*

*No report on Police Union bargaining at this time.*

*Upon conclusion of the closed session, the Administration & Finance Committee had no further business to attend to.*

**E. ADJOURNMENT**

*A motion was made by Ald. May, seconded by Ald. Weigel, that the meeting be adjourned at 8:12 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**

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.