



# 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*

Tuesday, September 4, 2018

7:15 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

#### RECESS MEETING (draft minutes)

#### A. CALL TO ORDER

*Chair Haass called the meeting to order at 7:15 p.m.*

#### B. ROLL CALL

**Present** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**Excused** 1 - Ald. May

#### Others Present:

*Rebecca Grill, City Administrator; Peggy Steeno, Finance Director; Patrick Mitchell, Police Chief; Kurt Zellmann, Assistant Fire Chief; Pete Daniels, City Engineer; Joe Clesceri, IT Project Manager; Other Staff; Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

20. [R-2018-0559](#) Resolution relative to accepting the proposal of Barrier Security Systems for furnishing, delivering, and installing a new door lock system at the West Allis Senior Center, and provide additional door lock systems at seven other city buildings, for a total sum of \$39,999.45.

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:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

21. [R-2018-0558](#) Resolution relative to accepting the proposal of Ferguson Waterworks for furnishing and delivering 56 fire hydrants for a total sum of \$102,536.00.

Sponsors: Administration & Finance Committee

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

No: 0

22. [R-2018-0560](#) Resolution authorizing the purchase of six (6) 2019 AWD Ford Utility Interceptor SUVs, from Ewald Automotive Group, and associated ancillary items, such as light bars, sirens, etc. from various vendors, for a sum not to exceed \$240,000.00.

**Sponsors:** Administration & Finance Committee

**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:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

23. [R-2018-0564](#) Resolution relative to continuing City of West Allis membership in the Cities & Villages Mutual Insurance Company (CVMIC) and renewal of Liability Insurance for the years 2019 and 2020.

**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:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

24. [R-2018-0549](#) Resolution authorizing the West Allis Fire Department to enter an agreement with Bound Tree, for the purchasing of emergency medical supplies, effective September 18, 2018.

**Sponsors:** Administration & Finance Committee

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

25. [R-2018-0554](#) Resolution to amend the City's Policies and Procedures Manual No. 1317, Social Media Policy.

**Sponsors:** Administration & Finance Committee

**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:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

26. [2018-0690](#) Communication from the Director of Building Inspection and Neighborhood Services Department regarding extension of hours for the Neighborhood Services Liaison.

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

27. [2018-0698](#) Communication from Director of Building Inspections and Neighborhood Services requesting extension of hours for Neighborhood Services Liaison position through the end of 2018.

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

28. [2018-0706](#) Communication from City Administrator regarding request to fill the full-time Neighborhood Services Zoning Inspector position in the Department of Building Inspection and Neighborhood Services.

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

29. [2018-0697](#) Communication from City Administrator regarding request to fill vacant, part-time position of Circulation Services Representative at the Public Library.

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

30. [2018-0699](#) Communication from Steven Janczak regarding employee health insurance.

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

**Aye:** 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

**No:** 0

31. [2018-0660](#) Finance Director/Comptroller submitting report for July 2018 indicating City of West Allis checks issued in the amount of \$2,133,074.73.

A motion was made by Ald. Weigel, 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. Weigel, Ald. Czaplewski, and Ald. Roadt

No: 0

- 32. [2018-0709](#) Communication from City Administrator transmitting draft 2019-2023 Capital Improvement Program.

A motion was made by Ald. Weigel, 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. Weigel, Ald. Czaplewski, and Ald. Roadt

No: 0

- 33. [2018-0711](#) Finance Director/Comptroller submitting the City of West Allis 2017 Comprehensive Annual Financial Report (CAFR).

This matter was Held

**City Attorney Claim Report**

- 34. [2018-0255](#) Danielle J. A. Meza Notice of Claim relative to vehicle damages allegedly sustained at 7013 W. Burnham Pl. on April 5, 2018.

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

- 35. [2018-0360](#) Jessica Lee Notice of Claim regarding personal property damages allegedly sustained on April 24, 2018.

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

- 36. [2018-0362](#) BC Management Notice of Claim relative to property damages allegedly sustained at 1612 S. 88 St. on March 30, 2018 and April 4, 2018.

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

- 37. [2018-0522](#) Jo Ann Marie Cunningham Notice of Claim relative to vehicle damages allegedly sustained at 1000 S. 108 Street on May 2, 2018.

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

**Passed The Block Vote**

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

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

No: 0

**D. ADJOURNMENT**



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.