



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, May 17, 2016

8:59 PM

City Hall Room 128

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Haass called the meeting to order at 8:59 p.m.

B. ROLL CALL

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

Others Attending

Sally Nusslock, Health Commissioner; Steve Bane, Fire Chief; Monica Schultz, City Clerk; Ed Lisinski, Director of BINS; Jim Jandovitz, IT Director; Sheryl Kuhary, Assistant City Attorney; Jon Matte, Communications Coordinator; Shawn Hart, Treasurer's Office Supervisor; Rebecca Grill, City Administrator.

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

- 10. [R-2016-0126](#) Resolution relative to accepting the proposal of Milwaukee Journal Sentinel for providing legal notice publication services for a total sum of \$14,000.

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

No: 0

- 11. [R-2016-0133](#) Resolution requesting the transfer of \$382,500 from the City's Reserve Account for Capital Replacement to the City's Contingency Fund

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

12. [R-2016-0134](#) Resolution relative to approval of an amendment to Exhibit C of the “Domestic Animal Control Services Agreement” for the Milwaukee Area Domestic Animal Control Commission (MADACC).

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

No: 0

13. [R-2016-0135](#) Resolution authorizing the City Administrator to enter into a professional service agreement with Carlson Dettmann Consulting, LLC to provide professional consulting services for an assessment of 265 job classifications, including job analysis and evaluation, a market analysis for wages in comparable jobs in the City of West Allis’ competitive market, and design of a new salary plan.

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

No: 1 - Ald. Czaplewski

14. [R-2016-0137](#) Resolution relative to selecting the Municipal Property Insurance Company (MPIC) as the property insurance carrier for the City of West Allis.

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

15. [2016-0317](#) Communications Committee Status Report and Update.

This matter was Held

16. [2016-0323](#) Communication from the Director of Building Inspections and Neighborhood Services regarding City Provided Vehicles for Building Inspections and Neighborhood Services Staff.

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

No: 0

17. [2016-0342](#) Communication from Director of Communications regarding City communication audit.

This matter was Held

18. [2016-0316](#) Communication from City Administrator regarding request to fill vacant position of Truck Driver in the Department of Public Works, Sanitation and Street Division.

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

No: 0

19. [2016-0320](#) Communication from City Administrator regarding request to fill vacant position of PC/Network Technician in the Information Technology Department.

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

20. [2016-0334](#) Communication from IT Director requesting extension of the Limited Term Telecommuting Agreement with Kathryn Perrone, IT Supervisor and Computer/Network Analyst.

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

21. [2016-0341](#) Communication from City Administrator requesting approval to fill soon-to-be open positions in the Finance Department.

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

22. [2016-0294](#) Finance Director/Comptroller submitting report for April 2016 indicating City of West Allis checks issued in the amount of \$2,949,898.91.

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

23. [2016-0315](#)

Communication from City Administrator transmitting Traffic Violation and Accident Reports for the period January 1, 2016 through March 31, 2016, and updated DPW Report for the period October 1, 2015 through December 31, 2015.

A motion was made by Ald. Roadt, 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

D. CLOSED SESSION

At 9:37 p.m., Chairperson Haass stated it was the intention of the Committee to vote on a motion to convene in closed session to confer with the City Attorney on the settlement of the Joseph & Chris Mueller claim, 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. Weigel, seconded by Ald. May, 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

Assistant City Attorney Sheryl Kuhary was present to discuss this case. She described the case and status of settlement process. Staff responded to questions and comments from Committee members. The Committee consensus was to hold this matter for more information, and staff will report back at a future meeting.

Upon conclusion of the closed session, 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.

Previous Matters for Consideration

24. [2013-0524](#)

Joseph & Chris Mueller communication regarding injuries allegedly sustained in the 8100 block of W. Greenfield Ave. on August 8, 2013.

This matter was Held

E. ADJOURNMENT

A motion was made by Ald. Czaplewski, seconded by Ald. May, that the meeting be adjourned at 9:43 p.m. The motion carried unanimously.