



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, March 7, 2017

8:04 PM

City Hall Room 128

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Haass called the meeting to order at 8:04 p.m.

B. ROLL CALL

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

Others Attending

John Stibal, Director of Development; Scott Post, City Attorney; Robert Fletcher, Deputy Police Chief; Mason Pooler, Interim Fire Chief; Peggy Steeno, Finance Director; Patrick Schloss, Community Development Manager; Jonathan Matte, Communications Director; Rebecca N. Grill, City Administrator; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

14. [O-2017-0011](#) An Ordinance to repeal Salary Ordinance No. O-2015-0059 and re-establish the pay of certain Miscellaneous Employees of the City of West Allis.

Sponsors: Administration & Finance Committee

A motion was made by Ald. May, seconded by Ald. Roadt, 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

15. [R-2017-0044](#) Resolution relative to adopting an Unmanned Aircraft System (UAS) Operations Policy for inclusion in the City of West Allis Policies and Procedures Manual.

Sponsors: Ald. Weigel

Discussion regarding the need for such a policy occurred. City Attorney Scott Post indicated that it was probably not needed in this case. Committee members also discussed the possibilities of having other departments such as Police, Fire, BINS and Health use. The Committee concluded that no policy was needed and other departments should also explore the use of such for their operations.

A motion was made by Ald. Czaplewski, 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

16. [R-2017-0047](#) Resolution authorizing the Director of Development to enter into an amended landscape design/architectural services contract for plans and specifications for playground/park designs with Ayres Associates, in an amount not to exceed \$20,000.

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

17. [R-2017-0042](#) Resolution to approve Memorandum of Understanding by and between the City of West Allis and the Community Alliance Against Drugs (“CAAD”) for certain accounting and recordkeeping services.

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

No: 0

18. [R-2017-0043](#) Resolution to approve Memorandum of Understanding by and between the City of West Allis and the West Allis Community Improvement Foundation, Inc. (“WACIF”) for certain accounting and recordkeeping services.

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

No: 0

19. [R-2017-0053](#) Resolution approving the creation of Economic Development Assistance programs including a Storefront Improvement Program, Instore Forgivable Loan Program, and Code Compliance Forgivable Loan Program for the Six Points Farmers Market Redevelopment Neighborhood and for the National Avenue Commercial Corridor.

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

20. [R-2017-0054](#) Resolution amending the terms & conditions for an Economic Development Loan to Gravity Group, Inc., d/b/a Peanut Butter and Jelly Deli under the Instore Forgivable Loan Program in the amount up to \$50,000.

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

21. [R-2017-0055](#) Resolution approving: (1) the 2016 Open Purchase Order Carryovers, (2) the 2016 Department Carryovers, (3) the 2016 Fund Transfers, (4) the 2016 Capital Accumulation Transfers, and (5) the 2016 Fund Balance Designations.

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

22. [2017-0116](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Electrical Mechanic I in the Department of Public Works, Building/Inventory and Electrical Division, Electrical Section.

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

- 22a.** [2017-0134](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Deputy Treasurer/Senior Accountant in the Finance Department, Treasurer's Office.

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

- 22b.** [2017-0132](#) Communication from State of Wisconsin Employment Relations Commission regarding the Complaint of Prohibited Practices in the matter of AFSCME Council 32, Local 80, AFL-CIO, Richard Schurman and Thomas Orr vs City of West Allis.

A motion was made by Ald. Weigel, seconded by Ald. Czaplewski, that this matter was Referred to the City Attorney. 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

- 30.** [2015-0830](#) Summons and Complaint in the matter of Wells Fargo Bank, N.A. vs. Paul Slominski, et al regarding foreclosure of mortgage, Case No. 15CV009577.

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

- 31.** [2016-0713](#) Thomas and Nancy Hart Notice of Claim and Circumstances of Claim regarding property damages allegedly sustained on November 23, 2016 at 2545 S. 95 Street.

This matter was Recommended for Denial on a Block Vote

- 32.** [2017-0002](#) Fred and Julie Carsky communication relative to property damages allegedly sustained at 2563 S. 95 St. on November 23, 2016.

This matter was Recommended for Denial 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. ADJOURNMENT

A motion was made to adjourn the meeting at 8:29 p.m. The motion carried.