

57.



City of West Allis Matter Summary

7525 W. Greenfield Ave.
West Allis, WI 53214

File Number	Title	Status
2007-0748	Request	In Committee
	City Administrative Officer. Clerk/Treasurer communication requesting permission to destroy certain records.	
	Introduced: 12/4/2007	Controlling Body: Advisory Committee

APPROVAL

COMMITTEE RECOMMENDATION

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
DEC - 4 2007	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Barczak	<input checked="" type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	Czaplewski				
	<input type="checkbox"/>	<input type="checkbox"/>	Dobrowski	<input checked="" type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	Kopplin				
	<input type="checkbox"/>	<input type="checkbox"/>	Lajsic				
	<input type="checkbox"/>	<input type="checkbox"/>	Narlock				
	<input type="checkbox"/>	<input type="checkbox"/>	Reinke	<input checked="" type="checkbox"/>			
	<input type="checkbox"/>	<input type="checkbox"/>	Sengstock				
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Vitale	<input checked="" type="checkbox"/>			
<input type="checkbox"/>	<input type="checkbox"/>	Weigel	<input checked="" type="checkbox"/>				
		TOTAL		5	-		

SIGNATURE OF COMMITTEE MEMBER

Rocellie Reinke _____
 Chair Vice-Chair Member

COMMON COUNCIL ACTION approval

ACTION DATE:	MOVER	SECONDER		AYE	NO	PRESENT	EXCUSED
DEC - 4 2007	<input type="checkbox"/>	<input type="checkbox"/>	Barczak				
	<input type="checkbox"/>	<input type="checkbox"/>	Czaplewski				
	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Dobrowski				
	<input type="checkbox"/>	<input type="checkbox"/>	Kopplin				
	<input type="checkbox"/>	<input type="checkbox"/>	Lajsic				
	<input type="checkbox"/>	<input type="checkbox"/>	Narlock				
	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reinke				
	<input type="checkbox"/>	<input type="checkbox"/>	Sengstock	<input checked="" type="checkbox"/>			<input checked="" type="checkbox"/>
		TOTAL					4

unanimous



December 4, 2007

Wisconsin State Historical Society
816 State Street
Madison, WI 53706

CITY CLERK/TREASURER'S OFFICE

414/302-8200 or 414/302-8207 (Fax)

www.ci.west-allis.wi.us

Paul M. Ziehler

City Admin. Officer, Clerk/Treasurer

Monica Schultz

Assistant City Clerk

Rosemary West

Treasurer's Office Supervisor

Dear Sir or Madam:

The City of West Allis Common Council approved the destruction of the following records in the City Clerk/Treasurer's Office on December 18, 2007:

<u>FILE</u>	<u>TITLE</u>	
12	Claims, Injury (keep only 7 years)	2000
18	Police & Fire Commission Appointment Letters	2004
26	Civil Service Commission Appointment Letters	2004
73	West Allis Library Board Appointment Letters	2004
76	Public Beautification Appointment Letters	2004
105	Reports of Municipal Judge	2005
107	Claims (keep only 7 years)	2000
122	License-Tavern Letters of Application to Council	2003
138	License-Class B Beer Letters of Application to Council	2003
139	License-Class A Liquor Letters of Application to Council	2003
141	License-Special Class B Beer Letters of Application Council	2003
143	License-Class A Beer Letters of Application to Council	2003
144	License-Tavern & Package Opr Letters of Application Council	2003
145	License-Dance Hall Letters of Application to Council	2003
146	License-Pool, Bowling Letters of Application to Council	2003
168	License-Used Vehicle Dealer Letters of Application to Council	2003
169	Board of Appeals Appointment Letters	2004
235	License-Mobile Home Park Letters of Application to Council	2003
313	License-Arcade Operator Letters of Application Council	2003
321	Claims, Property (keep only 7 years)	2000
333	License-Gun Range Letters of Application to Council	2003
402	License-Wholesale Beer Letters of Application to Council	2003
422	License-Motor Vehicle Salvage Letters of Application Council	2003
463	Claims, Auto (keep only 7 years)	2000
594	License-Amusement Distributor Letters of Application Council	2003
924	License-Pawn Dealer Letters of Application to Council	2003
1195	Public Works Committee Appointments	2004
1195	Public Works Committee Agendas	2006
1730	Administration & Finance Committee Agendas	2006
1980	License & Health Committee Agendas	2006
2037	Commission on Aging Appointments	2004
2093	Committee, Matters Referred	2005

Mayor and Common Council
December 19, 2007
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<u>FILE</u>	<u>TITLE</u>	
463	Claims, Auto (keep only 7 years)	2000
594	License-Amusement Distributor Ltrs of Application Council	2003
924	License-Pawn Dealer Letters of Application to Council	2003
1195	Public Works Committee Appointments	2004
1195	Public Works Committee Agendas	2006
1730	Administration & Finance Committee Agendas	2006
1980	License & Health Committee Agendas	2006
2037	Commission on Aging Appointments	2004
2093	Committee, Matters Referred	2005
2164	License-Truck & Trailer Letters of Application Council	2003
2414	Community Development Act Committee Appointment Letters	2003
2414	Block Grant Committee Appointment Letters	2003
2476	Administrative Appeals Review Board Appointment Letters	2003
2483	License-Instrumental Music Letters of Application Council	2003
2484	License-Tavern Entertainment Ltrs of Application Council	2003
2566	Fair Housing Board Appointment Letters	2003
2617	Cable TV Advisory Council Appointment Letters	2003
2634	License-Precious Metal & Gem Ltrs of Application Council	2003
2635	License-Second Hand Letters of Application to Council	2003
2667	License-Junk Yard Letters of Application to Council	2003
2678	License Applications-Liquor Related (keep only 4 years)	2002-2003
	License Applications-Miscellaneous (keep only 3 years)	2003-2004
	Clerk's Office-Miscellaneous Receipts (keep only 7 years)	2000
	Remittance to City Treasurer (keep only 7 years)	2000
	Special Assessment Receipts (keep only 7 years)	2000

Sincerely,



Paul M. Ziehler
City Administrative Officer
Clerk/Treasurer

/jml