



# 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, January 21, 2020

7:45 PM

City Hall, Room 128  
7525 W. Greenfield Ave.

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#### RECESS MEETING

#### A. CALL TO ORDER

*The meeting was called to order by Chairperson Haass at 7:45 p.m.*

#### B. ROLL CALL

**Present** 6 - Haass, Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

*Others Present: Rebecca Grill, City Administrator; Patrick Mitchell, Chief of Police; Dave Wepking, Director of Public Works; Ed Lisinski, BINS Director, Kail Decker, City Attorney; Peggy Steeno, Finance Director; Steven A. Braatz, Jr., City Clerk; Mason Pooler, Fire Chief; Jon Matte, Communications Director; Richard Pfaff, Asst. City Administrator/Talent and Strategy Director; Daniel Adamczyk, Neighborhood Services Supervisor, Other Staff, Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

5. [R-2020-0028](#) Resolution approving a Certified Survey Map to separate the parcel located at 9801 W Dakota St., from 1 lot into 4 lots, submitted by property owner Daniel Milton (Tax Key No. 518-0234-002)

**Sponsors:** Safety & Development Committee

**Attachments:** [Application - CSM - Milton](#)  
[CSM - 9801 W Dakota - Milton](#)  
[CSM partial signatures](#)  
[R-2020-0028 signed](#)  
[R-2020-0028 Signed CSM 9208](#)

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

**No:** 0

6. [R-2020-0024](#) Resolution establishing the 2020 Sanitary Sewer User Charge-MMSD Portion

**Sponsors:** Administration & Finance Committee

**Attachments:** [R-2020-0024 signed](#)

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

No: 0

7. [R-2020-0030](#) Resolution relative to authorizing the purchase of of CivicSmart AutoISSUE Parking Citation Issuance Software with, five (5) printers with a five (5) year extended warranty, and various accessories for a net sum of \$25,875.00 from TAPCO, and five (5) Samsung Note 10 handheld devices, data plans and accessories for a net sum of \$5,424.40 from Verizon, for a total sum of \$31,299.40

**Sponsors:** Administration & Finance Committee

**Attachments:** [Sales-Quote Q1921840](#)  
[PFC Purchase Approval 011620 Electronic Parking](#)  
[Parking Citation Solution Cost Tabulation](#)  
[R-2020-0030 signed](#)

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

No: 0

8. [R-2020-0031](#) Resolution relative to accepting the proposal of QuadGraphics for printing and distributing three (3) tri-annual City Newsletters in 2020 for a total sum not to exceed \$44,042.73

**Sponsors:** Administration & Finance Committee

**Attachments:** [Quad Graphics Contract 2020](#)  
[R-2020-0031 signed](#)

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

No: 0

9. [R-2020-0032](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Focus Grant to Orchard Hills Neighborhood Association in the amount of up to \$1,500

**Sponsors:** Alderperson Haass

**Attachments:** [Grant Proposal \(Exhibit A\)](#)  
[R-2020-0032 signed](#)  
[Neighborhood FOCUS Grant Contract.signed](#)

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

**No:** 0

- 10. [2020-0054](#) Health Commissioner request to exceed tuition reimbursement threshold

**Attachments:** [Request to exceed tuition reimb](#)

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

**No:** 0

- 11. [2020-0043](#) Finance Director/Comptroller submitting report for December 2019 indicating City of West Allis checks issued in the amount of \$2,540,847.15

**Attachments:** [December 2019 Monthly Claims Report to CC](#)

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

**No:** 0

For agenda item no. 12, Chairperson Haass stated it was the intention of the Committee to convene in closed session pursuant to the provisions of Section 19.85(1)(g) of the State Statutes for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is involved. This Committee may reconvene in open session after completion of the closed session to consider the balance of the agenda.

A motion was made by Ald. Weigel, seconded by Ald. Roadt, to convene in closed session at 7:51 p.m. The motion carried by the following vote:

**Aye:** 6 - Haass, Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

- 12. [2020-0053](#) Discussion regarding the upcoming trial in Estate of David Wielepski v. City of West Allis (Case No. 17-CV-1004)

City Attorney Kail Decker present to discuss.

**This matter was Discussed and Direction Given.**

A motion was made by Ald. May, seconded by Ald. Roadt, to reconvene in to open session at 8:12 p.m. The motion carried by the following vote:

**Aye:** 6 - Haass, Ald. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

**No:** 0

**D. ADJOURNMENT**

A motion was made by Ald. Weigel, seconded by Ald. Haass, to adjourn the meeting 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.