



Meeting Minutes

Administration & Finance Committee

Aldersperson Vincent Vitale, Chair

Aldersperson Kevin Haass, Vice-Chair

Alderspersons: Thomas G. Lajsic, Michael P. May, Cathleen M. Probst

Tuesday, November 3, 2015

8:45 PM

City Hall Common Council Chambers

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Vitale called the meeting to order at 8:45 p.m.

B. ROLL CALL

Present 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

Others Attending

Scott Post, City Attorney; Fire Chief Steve Bane; Deputy Fire Chief Kurt Zellmann; Sally Nusslock, Health Commissioner; John Stibal, Director of Development; Ed Lisinski, Director of BINS; Rebecca N. Grill, City Administrator; Mark Wyss, Finance Director/Comptroller/City Treasurer; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

20. [R-2015-0225](#) Resolution Authorizing the City Attorney to Review the Annual BID Operating Plan and Waiving any Potential Conflict of Interest.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

21. [R-2015-0224](#) Resolution relative to accepting the sole source proposal of Baycom for upgrading the Police Department 911 System for a total cost of \$203,700.

Sponsors: Administration & Finance Committee

ITC Director Jim Jandovitz discussed the use of capital accumulation funds. Staff responded to questions/comments from the Committee.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

22. [R-2015-0226](#) Resolution to transfer up to \$300,000 from the Capital Accumulation Account to the Fire Department Equipment Account (100-2201-522.70-03) for the purchase of a new fire engine.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

23. [R-2015-0229](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Organizational Grant to Conrad Gardens Neighborhood Association in the amount of \$500.

Sponsors: Ald. Haass and Ald. May

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

- 23a. [R-2015-0230](#) Resolution relative to an agreement between the City of West Allis and the West Allis/West Milwaukee Family Resource Center for the provision of the Brighter Futures programs and services.

Sponsors: Administration & Finance Committee

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

24. [2015-0760](#) Communication from City Administrator regarding request to fill the vacant position of Clerk I- Clerk II in the Engineering Department.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

25. [2015-0761](#) Communication from Director of Information Technology and Communications requesting approval to downgrade IT Supervisor position and fill as a Programmer/Analyst.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

26. [2015-0751](#) Finance Director/Comptroller submitting report for the September 2015 indicating City of West Allis checks issued in the amounts of \$3,757,107.86.

A motion was made by Ald. May, seconded by Ald. Probst, that this matter was Recommended to be Placed on File. The motion carried by the following vote:

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

27. [2015-0765](#) Communication from City Administrator transmitting Traffic Violation and Accident Reports for the period July 1, 2015 through September 30, 2015.

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

City Attorney Claim Report

28. [2001-0101](#) First, Blondis, Albrecht, Bangert & Novotnak, S.C. Notice of Injury on behalf of Tamara and Trevor Potkay, 12326 W. Holt Ave., injuries were allegedly sustained on September 30, 2000.

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

29. [2001-0126](#) Summons and Complaint in the matter of Tamara H. Potkay and Trevor R. Potkay v. the City of West Allis, et al., Case No. 01-C-0601.

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

30. [2005-0620](#) Summons and Complaint in the matter of HALL STEEL CORP. V. CITY OF WEST ALLIS, ET AL.

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

31. [2010-0133](#) Calvin Nguedjio communication regarding damages allegedly sustained from July 2009 to November 2009.

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

32. [2012-0425](#) Ann Costello communication regarding personal injury allegedly sustained at 7246 W. Greenfield Ave. on March 27, 2012.

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

33. [2015-0156](#) Ann Costello communication relative to personal injuries allegedly sustained at approximately S. 73 St. and W. Greenfield Ave. on March 27, 2012.

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

34. [2015-0645](#) Kevin Brode communication relative to vehicle damages allegedly sustained at 10830 W. Lapham St. on July 12, 2015.

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

35. [2015-0753](#) Summons and Complaint in the matter of Shelter Mortgage Company, LLC vs. Audrey M. Beltran, et al. regarding foreclosure of mortgage, Case No. 12CV009307.

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

36. [2015-0617](#) Randal R. Holmes communication regarding request for reimbursement of special assessment and interest payments for roadwork completed October 2010 on W. Rogers St. from S. 76 St. to S. 67 St.

This matter was Recommended for Denial on a Block Vote

37. [2015-0686](#) Notice of Claim and Notice of Injury submitted on behalf of Mary K. Sawczuk relative to injuries and damages allegedly sustained on May 20, 2015.

This matter was Recommended for Denial on a Block Vote

38. [2015-0687](#) Notice of Claim and Notice of Injury submitted on behalf of Jennifer L. Doyle relative to injuries and damages allegedly sustained on May 20, 2015.

This matter was Recommended for Denial on a Block Vote**Passed The Block Vote**

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

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

D. CLOSED SESSION

At 8:55 p.m., Chairperson Vitale 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 Time Warner Cable's request for a return of a portion of personal property taxes for the tax year 2014, 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. Lajsic, seconded by Ald. May, that this matter was Approved. The motion carried by the following vote:

Aye: 5 - Ald. Vitale, Ald. Haass, Ald. Lajsic, Ald. May, and Ald. Probst

No: 0

City Attorney Scott Post was present and explained this matter. Discussion ensued with staff responding to questions/comments from Committee members. The Committee concurred with staff's recommendation on how to proceed with this matter.

Upon conclusion of the closed session, the Administration & Finance Committee had no further business to attend to.

E. ADJOURNMENT

A motion was made by Ald. Lajsic, seconded by Ald. May, that the meeting be adjourned at 8:57 p.m. The motion passed unanimously.