



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, September 6, 2016

7:57 PM

City Hall Room 128

RECESS MEETING

A. CALL TO ORDER

*Chair Haass called the meeting to order at 7:57 p.m.*

B. ROLL CALL

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

**Others Attending**

*Mayor Devine; Scott Post, City Attorney; Patrick Mitchell, Police Chief; Steve Bane, Fire Chief; Jim Jandovitz, IT Director; Jon Matte, Communications Director; Patrick Schloss, Community Development Manager; Rebecca N. Grill, City Administrator; Other Staff; Guests and Media.*

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

- 32. [R-2016-0217](#) Resolution relative to accepting the single source proposal of Bruce Municipal for furnishing and delivering one (1) 25-yard capacity recycling truck with plow hitch, controls and accessories for a total net sum of \$100,198.20.

**Sponsors:** Administration & Finance Committee and Public Works Committee

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

**No:** 0

- 33. [O-2016-0043](#) An Ordinance to amend Salary Ordinance No. 0-2015-0054 establishing the salaries of certain employees in the Executive Service, Managerial Service, the Deputy Service and the Confidential, Professional and Supervisory Service (Communications Specialist, Solutions Analyst and Zoning Specialist).

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. Weigel, seconded by Ald. May, 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

34. [R-2016-0214](#) Resolution amending the professional services contract of Ayres Associates pertaining to the landscape design/architectural services contract for Reservoir Park, in an amount not to exceed \$31,880 for construction oversight.

**Sponsors:** Administration & Finance Committee

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

**No:** 0

35. [R-2016-0216](#) Resolution relative to accepting the proposal of Motorola Solutions' WEST ALLIS MCC 7500 UPGRADE for the West Allis Communications Center's existing MCC 7500 radio console system to allow interfacing into the Milwaukee County OASIS radio system, at a cost not to exceed \$120,000.

**Sponsors:** Administration & Finance Committee

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

**No:** 0

36. [R-2016-0224](#) Resolution authorizing the Director of Development to enter into contracts and purchase equipment and infrastructure relative to the finalization of the West Allis Skate Park in an amount not to exceed on-hand and pledged donations of approximately \$120,000.

**Sponsors:** Ald. Weigel

**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

37. [R-2016-0227](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Focus Grant to Rainbow Gardens Neighborhood Association in the amount of \$1,500.

**Sponsors:** Ald. May

**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

38. [R-2016-0228](#) Resolution approving the terms & conditions for an Economic Development Loan to The Farmer's Wife LLC under the Department of Housing and Urban Development Community Development Block Grant Program and Economic Development Assistance Funds under Tax Incremental Financing District #7 (Summit Place) in an amount up to \$67,000.

**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

39. [R-2016-0229](#) Resolution approving the form of Guarantee to Waukesha State Bank for the Economic Development Loan from the City of West Allis to Westallion Brewing Company, LLC.

**Sponsors:** Administration & Finance Committee

**This matter was Held**

40. [R-2016-0220](#) Resolution relative to the modification of the organizational and reporting structure of the City of West Allis (Organizational Chart) and amending the City of West Allis Policies & Procedures Manual Policy No. 403 (Shared Responsibilities of Mayor and City Administrator).

**Sponsors:** Ald. Haass, Ald. Lajsic and Ald. May

**This matter was Held**

41. [R-2016-0221](#) Resolution relative to amending City of West Allis Policies & Procedures Manual Policy No. 404, Recruitment, Selection, Appointment and Confirmation for City Officials and Department Heads.

**Sponsors:** Administration & Finance Committee

**This matter was Held**

42. [R-2016-0222](#) Resolution relative to repealing and recreating the City of West Allis Policies & Procedures Manual Policy No. 405, Discipline for Non-Elective Officials (Executive Service/Department Heads).

**Sponsors:** Administration & Finance Committee

**This matter was Held**

43. [2016-0550](#) Comptroller/Director of Finance submitting the City of West Allis Comprehensive Annual Financial Report and Management Communication for the year ended December 31, 2015 for review and approval.

**This matter was Held**

44. [2016-0510](#) Finance Director/Comptroller submitting report for July 2016 indicating City of West Allis checks issued in the amount of \$4,005,068.42.

**A motion was made by Ald. May, 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

45. [2016-0539](#) Communication from City Administrator transmitting Traffic Violation and Accident Reports for the period April 1, 2016 through June 30, 2016.

**A motion was made by Ald. Czaplewski, 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

46. [2016-0558](#) Communication from City Administrator requesting to fill the IT Supervisor position as Solutions Analyst in the Information Technology 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

47. [2016-0561](#) Communication from City Administrator requesting to fill the vacant Video Specialist position as Communications Specialist in the Communications Department.

**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

48. [2016-0540](#) Communication from City Administrator requesting approval to fill the vacant position of part-time Librarian I at the Public Library.

**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

49. [2016-0548](#) Communication from City Administrator requesting approval to fill an upcoming vacant position of Water Maintainer in the Department of Public Works, Water Division.

**This matter was Recommended For Approval on a Block Vote**

50. [2016-0544](#) Communication from City Administrator requesting approval to fill the vacant position of Truck Driver in the Department of Public Works, Sanitation and Street Division.

**This matter was Recommended For Approval on a Block Vote**

51. [2016-0546](#) Communication from City Administrator requesting approval to fill the vacant position of Water Superintendent in the Department of Public Works, Water Division.

**This matter was Recommended For Approval on a Block Vote**

52. [2016-0547](#) Communication from City Administrator requesting approval to fill the vacant position of Pumping Station Operator in the Department of Public Works, Water Division.

**This matter was Recommended For Approval on a Block Vote**

53. [2016-0549](#) Communication from City Administrator requesting approval to fill the vacant position of Electrical Mechanic in the Department of Public Works, Building/Sign and Electrical Division, Electrical Section.

**This matter was Recommended For Approval on a Block Vote**

#### **Passed The Block Vote**

**A motion was made by Ald. May, seconded by Ald. Weigel, 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

#### **City Attorney Claim Report**

54. [2015-0314](#) Summons and Complaint in the matter of Midwest Commercial Funding, LLC vs. Prospect Holdings 3061, LLC, et al. regarding foreclosure of mortgage, Case No. 15CV003421.

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

55. [2015-0838](#) Summons and Complaint in the matter of Deutsche Bank National Trust Company vs. Javier Rodriguez, regarding foreclosure of mortgage. Case No. 15CV009739.

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

56. [2016-0528](#) Freddy Kosek communication relative to injuries and property allegedly sustained at 2029 S. 74 St. on April 28, 2016 and May 5, 2016.

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

**Passed The Block Vote**

**A motion was made by Ald. Weigel, 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 by Ald. May, seconded by Ald. Roadt, that the meeting be adjourned at 8:37 p.m. The motion carried unanimously.*