



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

Tuesday, October 2, 2018

7:09 PM

City Hall, Room 128
7525 W. Greenfield Ave.

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chairperson Haass called the meeting to order at 7:09 p.m.

B. ROLL CALL

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

Others Present:

Mayor Devine; Rebecca Grill, City Administrator; Peggy Steeno, Finance Director; Sheryl Kuhary, Acting City Attorney; Sally Nusslock, Health Commissioner; Patrick Mitchell, Police Chief; Tony Warkoczewski, IT Director; Ed Lisinski, BINS Director; Dan Adamczyk, BINS Dept.; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

13. [O-2018-0038](#) Ordinance to amend the City of West Allis Salary Schedule by adding the positions of City Attorney, and Administrative Support Specialist - Police Body Cameras.

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

14. [R-2018-0620](#) Resolution to approve the Total Benefit Package recommendation from the Employee Benefit Committee and creation or amendments of related Policies - #1410 - Total Benefit Package; #1412 - Holidays; #1413 - Health and Dental Insurance - Legacy Package.

Sponsors: Administration & Finance Committee

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

No: 0

15. [R-2018-0629](#) Resolution relative to continuing the contract with Cities & Villages Mutual Insurance Company (CVMIC) for furnishing Worker's Compensation Third Party Administrative Services for an annual minimum charge of \$13,000.

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

16. [R-2018-0630](#) Resolution relative to selecting OnCore, LLC for furnishing the software for the electronic Benefit Administration System for a three-year period at a cost not to exceed \$155,000.

Sponsors: Administration & Finance Committee

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

No: 0

17. [R-2018-0631](#) Resolution accepting the proposal of Impact Networking, LLC to purchase Docuware Accounts Payable Workflow Manager software and professional services to install and configure for an amount not to exceed \$26,041.25.

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

18. [R-2018-0633](#) Resolution to approve the Year 2019 Operating Plan for the Downtown West Allis Business Improvement District and to adopt the Special Assessment Method as stated therein (Preliminary).

Sponsors: Administration & Finance Committee

A motion was made by Ald. Weigel, seconded by Ald. Czaplewski, 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-2018-0637](#) Resolution authorizing the borrowing for the S. 70th St. Corridor Project as proposed by Cobalt Partners LLC.

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: 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

No: 0

Present: 1 - Ald. May

20. [R-2018-0634](#) Resolution approving application to Board of Commissioners of Public Lands to borrow \$7,087,105.00 from the State Trust Funds, and authorizing the borrowing and the issuance of Certificates of Indebtedness and levying a tax in connection therewith.

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: 4 - Ald. Haass, Ald. Weigel, Ald. Czaplewski, and Ald. Roadt

No: 0

Present: 1 - Ald. May

21. [2018-0782](#) Communication from City Administrator requesting approval to fill two vacant Maintainer positions in the Department of Public Works, Sanitation and Street Division.

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

22. [2018-0793](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Human Resources Director in the Human Resources Department.

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

- 23. [2018-0794](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Wellness and Benefits Coordinator in the Human Resources Department.

A motion was made by Ald. May, 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

- 24. [2018-0792](#) 2019 City of West Allis Mayor’s Recommended Budget.

First committee discussion of the budget will be at the Administration & Finance Committee meeting on October 8, 2018, at 6 p.m.

This matter was Held

City Attorney Claim Report

- 25. [2016-0069](#) Mary Neubauer Notice of Claim and Circumstances of Claim relative to injuries and damages allegedly sustained on September 28, 2015.

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

- 26. [2018-0539](#) Mary Radspinner Notice of Claim regarding personal property damages allegedly sustained at 10211 W. Greenfield Ave., Lot 52, on December 13, 2016.

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

- 27. [2018-0548](#) Juan Flores Notice of Claim regarding a claim for refund of 2017 personal property taxes.

This matter was Recommended for Denial on a Block Vote

Passed The Block Vote

A motion was made by Ald. Weigel, 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. Haass, Ald. Weigel, Ald. Czaplewski, Ald. May, and Ald. Roadt

No: 0

D. ADJOURNMENT

A motion was made by Ald. May, seconded by Ald. Weigel, to adjourn the meeting at 7:19 p.m.



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.