



# City of West Allis

7525 W. Greenfield Ave.  
West Allis, WI 53214

## Meeting Minutes

### Administration & Finance Committee

*Aldersperson Kevin Haass, Chair*

*Aldersperson Martin J. Weigel, Vice-Chair*

*Alderspersons: Michael J. Czaplowski, Michael P. May, Daniel J. Roadt*

Tuesday, September 19, 2017

7:22 PM

City Hall Room 128

#### RECESS MEETING (draft minutes)

#### A. CALL TO ORDER

*Chair Haass called the meeting to order at 7:22 p.m.*

#### B. ROLL CALL

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

#### Others Attending

*Dawn Gunderson, Ehlers; Peggy Steeno, Finance Director; Audrey Key, HR Director; Sheryl Kuhary, Assistant City Attorney; Sally Nusslock, Health Commissinoer; Mason Pooler, Fire Chief; Patrick Mitchell, Police Chief; Mike Lewis, DPW Director/City Engineer; Monica Schultz, City Clerk; Patrick Schloss, Community Development Manager; Rebecca Grill, City Administrator; Other Staff; Guests and Media.*

#### C. NEW AND PREVIOUS MATTERS

##### New Matters for Introduction

10. [2017-0600](#) Request from the Director of Public Works/City Engineer and Assistant Director of Public Works to extend the temporary appointment of Paul Barwick in the position of Building and Sign/Inventory Superintendent.

**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. Czaplowski, Ald. May, and Ald. Roadt

**No:** 0

11. [O-2017-0040](#) An Ordinance to Repeal and Recreate Section 2.76 of Subchapter II of Chapter II of the City of West Allis Revised Municipal Code relating to wages, hours and conditions of employment and the abolishment of the Civil Service Commission.

**Sponsors:** Administration & Finance Committee

*Ald. Lajsic and Assistant City Attorney Sheryl Kuhary spoke regarding this matter. Some discussion ensued. This matter, along with Agenda No. 17 (policies impacted with repeal/recreate of RMC 2.76), will be held for future discussion.*

**This matter was Held**

12. [R-2017-0238](#) Resolution relative to selecting Maestro Health 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

13. [R-2017-0246](#) Resolution relative to repealing and recreating City of West Allis Policies and Procedures Manual Policy No. 1413, Health and Dental Insurance.

**Sponsors:** Administration & Finance Committee

**A motion was made by Ald. May, 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

14. [R-2017-0247](#) Resolution relative to purchasing an unmarked 2017 AWD Ford Interceptor sedan from Ewald Automotive Group, and associated upfitted items, such as emergency lights, sirens, etc. from various vendors, for a sum not to exceed \$28,000.

**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

15. [R-2017-0248](#) Resolution relative to authorizing the single source purchase of a Police Canine and the corresponding training for the canine and handler for a sum of \$14,000.00 from Southern Police Canine.

**Sponsors:** Administration & Finance Committee

**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

16. [R-2017-0250](#) Resolution awarding the sale of \$8,825,000 General Obligation Corporate Purpose Bonds, Series 2017A.

**Sponsors:** Administration & Finance Committee

*Dawn Gunderson of Ehlers and Finance Director Peggy Steeno were present and provided information on the bond sale. It was noted that the sale dollar amount has changed and they presented updated documentation. This matter should be approved as amended.*

**A motion was made by Ald. Weigel, seconded by Ald. Czaplewski, that this matter was Recommended For Adoption As Amended. The motion carried by the following vote:**

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

**No:** 0

17. [R-2017-0251](#) Resolution to approve the following updated City of West Allis Policies and Procedures: #1402 Recruitment, Selection and Employment, #1403 Disciplinary Action and Grievance Procedure, and #1432 Vacations.

**Sponsors:** Administration & Finance Committee

**This matter was Held**

18. [R-2017-0253](#) Resolution relative to accepting the proposal of Key Code Media, Inc. for furnishing and installing robotic pan-tilt-zoom (ptz) cameras and wireless microphones for a total sum of \$55,963.00.

**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

19. [2017-0583](#) Communication from City Administrator regarding notification of retirement of Michael G. Lewis, Director of Public Works/City Engineer, effective January 2, 2018.

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

20. [2017-0603](#) Communication from City Administrator transmitting the 2018 Capital Improvement Program for consideration and inclusion in the 2018 City of West Allis Budget.

*City Administrator Rebecca Grill said this matter will be held for discussion during budget discussion at the Committee's regular meeting on October 9.*

**This matter was Held**

21. [2017-0604](#) Finance Director/Comptroller submitting report for August 2017 indicating City of West Allis checks issued in the amount of \$3,214,203.85.

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

22. [2017-0605](#) Finance Director/Comptroller submitting the City of West Allis 2016 Comprehensive Annual Financial Report (CAFR) and 2016 Other Post-Employment Benefits Report (OPEB) for approval.

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

**No:** 0

23. [2017-0601](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Housing Specialist in the Department of Development, Community Development Division.

**A motion was made by Ald. Czaplewski, 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

24. [2017-0602](#) Communication from City Administrator requesting approval to fill the vacant position of HR Generalist in the Human Resources Department.

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

**City Attorney Claim Report**

25. [2014-0537](#) The Cincinnati Insurance Companies communication submitted on behalf of Erin Lund regarding personal injuries allegedly sustained on Second St. near the Wisconsin State Fair Products Pavilion on August 5, 2014.

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

26. [2015-0554](#) Gendlin, Liverman & Rymer, S.C. communication submitted on behalf of Jerome Lochowicz regarding injuries and damages allegedly sustained on June 17, 2015.

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

27. [2017-0474](#) Summons and Complaint in the matter of Takia D. Coe vs. City of West Allis, Case No. 17SC018792.

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

28. [2017-0475](#) Notice of Claim and Claim for Damages submitted on behalf of Jerome Lochowicz relative to injuries and damages allegedly sustained at S. 72 St. and W. National Ave. on June 17, 2015.

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

**Passed The Block Vote**

**A motion was made by Ald. Roadt, 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

29. [2017-0512](#) Dorothea Lannin Notice of Claim regarding damages allegedly sustained at 1921 S. 60 St. on May 13, 2017.

*Assistant City Attorney Sheryl Kuhary was present to discuss this claim. After discussion and on staff recommendation, the Committee directed that this matter be returned to the City Attorney Office for contract change.*

**This matter was Referred to the City Attorney**

30. [2017-0529](#) Brian Haley Notice of Claim regarding damages allegedly sustained at S. 58 St. and W. Greenfield Ave. on August 8, 2017.

**A motion was made by Ald. Roadt, seconded by Ald. Weigel, that this matter was Recommended for Denial. The motion carried by the following vote:**

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

**No:** 0

**Previous Matters for Consideration**

31. [O-2017-0001](#) An Ordinance to repeal and recreate Section 2.76 of the City of West Allis Revised Municipal Code relating to Wages, Hours, and Conditions of Employment and Abolishing the Civil Service Commission.

Sponsors: Administration & Finance Committee

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

**D. ADJOURNMENT**

*A motion was made by Ald. Weigel, seconded by Ald. Czaplewski, that the meeting be adjourned at 8:19 p.m. The motion carried unanimously.*