



City of West Allis

Meeting Minutes

Administration & Finance Committee

Aldersperson Kevin Haass, Chair
Aldersperson Danna Kuehn, Vice-Chair
Alderspersons: Thomas G. Lajsic, Angelito Tenorio, and Martin J. Weigel

Tuesday, October 6, 2020

7:00 PM

City Hall, Common Council Chambers
7525 W. Greenfield Ave.

RECESS MEETING

A. CALL TO ORDER

The meeting was called to order by Chairperson Haass at 7:27 p.m.

B. ROLL CALL

Present 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

- 15a. [R-2020-0610](#) Resolution authorizing the transfer to fund a Premium Only Health Reimbursement Account for a participant in the program

Sponsors: Administration & Finance Committee

Attachments: [Ord R-2020-0610](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

16. [R-2020-0476](#) Resolution authorizing the continuation of the Humana Medicare Advantage Plan for Medicare eligible retirees, from January 1, 2021 to December 31, 2021

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0476 correction](#)

[Res R-2020-0476](#)

[Res R-2020-0476 signed](#)

[2021 Renewal signature form - City of West Allis](#)

[2021 Rx for City of West Allis Rx 274 - PDE](#)

[2021 LPPPO for City of West Allis 079-406 - PDE](#)

[2021 COWA Custom MAPD Rate Sheets](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

17. [R-2020-0539](#) Resolution to approve the Year 2021 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

Attachments: [Res R-2020-0539](#)
[2021 BID Operating Plan](#)
[2021 Assessment Roll](#)
[Res R-2020-0539 \(1\)](#)

Patrick Schloss present to discuss.

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

18. [R-2020-0587](#) Resolution approving the terms & conditions of an Instore Forgivable Economic Development Loan to Timber Holdings, LLC, d/b/a Double B's BBQ and/or assigns, for the property located at 7412 W. Greenfield Ave., under the Department of Housing and Urban Development Community Development Block Grant Program in an amount not to exceed \$50,000

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0587 \(1\)](#)
[Commitment Letter - Timber Holdings](#)
[Res R-2020-0587 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

19. [R-2020-0540](#) Resolution approving Subgrantee Agreements and Interdepartmental Agreements by and between the City of West Allis and various Community Development Block Grant recipients and City Departments for support of administrative, public service, housing rehabilitation, economic development, and public facilities activities and projects funded by 2020 Community Development Block Grant funds

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0540](#)
[Exhibit A-2020 Annual Action Plan Summary](#)
[Exhibit B-Sample Subgrantee Agreement](#)
[Res R-2020-0540 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

20. [R-2020-0544](#) Resolution authorizing the City Administrator to enter into an agreement with Authorize.net

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0544](#)
[Res R-2020-0544 signed](#)

Rebecca Grill present to discuss.

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

21. [R-2020-0553](#) 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 \$15,000

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0553](#)
[TPA 2021 Contract - West Allis](#)
[Res R-2020-0553 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

22. [R-2020-0556](#) Resolution amending the authorization given to the City Administrator to enter into a contract/professional service agreement with Robert Half to provide temporary finance staffing to modify the total sum authorized not to exceed \$55,000

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0556](#)
[Res R-2020-0556 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

23. [R-2020-0566](#) Resolution to set the 2021 Schedule of Fees for the City of West Allis

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0566](#)

[Res R-2020-0566 signed](#)

Rebecca Grill present to discuss.

Held in Administration & Finance Committee during recess.

24. [R-2020-0572](#) Initial Resolution Authorizing \$2,865,000 General Obligation Bonds of the City of West Allis for Sanitary Sewer Improvements

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0572](#)

[Res R-2020-0572 signed](#)

This matter was Recommended For Adoption on a Block Vote.

25. [R-2020-0575](#) Initial Resolution Authorizing \$1,745,000 General Obligation Bonds of the City of West Allis for Water System Projects

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0575](#)

[Res R-2020-0575 signed](#)

26. [R-2020-0578](#) Initial Resolution Authorizing \$3,700,000 General Obligation Bonds of the City of West Allis for Street Improvement Projects

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0578](#)

[Res R-2020-0578 signed](#)

This matter was Recommended For Adoption on a Block Vote.

27. [R-2020-0581](#) Initial Resolution Authorizing \$1,415,000 General Obligation Bonds of the City of West Allis for Street Lighting Projects

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0581 \(1\)](#)

[Res R-2020-0581 signed](#)

This matter was Recommended For Adoption on a Block Vote.

28. [R-2020-0586](#) Resolution Providing for the Sale of \$9,725,000 General Obligation Corporate Purpose Bonds of the City of West Allis.

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0586](#)
[Res R-2020-0586 signed](#)

This matter was Recommended For Adoption on a Block Vote.

Passed The Block Vote

Kris Moen was present to discuss.

A motion was made by Lajsic, seconded by Tenorio, to approve all the actions on item nos. 24-28 on a Block Vote. The motion carried by the following vote:

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

29. [R-2020-0583](#) Resolution Directing Publication of Notice to Electors

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0583 \(1\)](#)
[Res R-2020-0583 signed](#)
[AFFIDAVIT OF PUBLICATION - R-2020-0583_11925367](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

30. [R-2020-0594](#) Resolution to approve refund of property taxes

Sponsors: Administration & Finance Committee

Attachments: [R-2020-0594](#)
[PPT 26232 TIAA Commercial Financing 2018](#)
[PPT 26232](#)
[Res R-2020-0594 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

31. [R-2020-0601](#) Resolution relative to renewal of the agreement with Wisconsin Community Services, Inc. for West Allis Mediation Center for 2020-2021

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0601](#)
[Mediation Agreement 2020- 2021](#)
[Res_R-2020-0601 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

32. [2020-0660](#) Finance Director/Comptroller submitting the City of West Allis 2019 Comprehensive Annual Financial Report (CAFR)

Attachments: [CAFR 2019 Final](#)
[City of West Allis Wisconsin - Audit Presentation](#)
[Signed YB](#)
[Signed Management Letter - Audit](#)
[Signed Governance Communication \(2\)](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

33. [2020-0662](#) Communication from City Administrator/Clerk requesting approval to accept a COVID-19 Response Grant from the Center for Tech and Civic Life Team

Attachments: [Request to cc to accept grant](#)
[West Allis City Wisconsin agmt unsigned](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

34. [R-2020-0597](#) Resolution to approve purchase of Express Vote machines from Election Systems & Software

Sponsors: Administration & Finance Committee

Attachments: [Res R-2020-0597](#)
[ExpressVote-Marker-Security-Bulletin](#)
[ExpressVote-Marker One-Sheet](#)
[Res_R-2020-0597 signed](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

35. [2020-0684](#) Communication from the Director of Public Works to approve an exception to the hiring freeze and grant permission to fill the vacant Fleet Superintendent position

Attachments: [a&f approval to fill position 2020-09-15 mtg \(fleet supt\)](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

36. [2020-0685](#) Communication from the Director of Public Works to approve an exception to the hiring freeze and grant permission to fill the vacant Electrical Superintendent position

Attachments: [a&f approval to fill position 2020-09-15 mtg \(elec supt\)](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

37. [2020-0686](#) Communication from the Director of Public Works to approve an exception to the hiring freeze and grant permission to fill the upcoming vacant Equipment Operator Specialist position

Attachments: [a&f approval to fill position 2020-09-15 mtg \(equipment operator specialist\)](#)

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

Aye: 5 - Haass, Kuehn, Lajsic, Tenorio, and Weigel

No: 0

38. [2020-0657](#) Proposed settlement of the Patrick Bandur Worker's Compensation claim

Approved in the Administration & Finance Special Meeting on October 6, 2020 at 6:00 p.m.

D. ADJOURNMENT

A motion was made to adjourn the meeting at 7:39 p.m. The motion carried.



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.