



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. Czaplewski, Michael P. May, Daniel J. Roadt

Tuesday, October 3, 2017

8:32 PM

City Hall Room 128

RECESS MEETING (draft minutes)

A. CALL TO ORDER

Chair Haass called the meeting to order at 8:32 p.m.

B. ROLL CALL

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

Others Attending

Mayor Devine; City Attorney Scott Post; Mike Lewis, Director of Public Works/City Engineer; Police Chief Patrick Mitchell; Jay Scharfenberg, Assistant Fire Chief; Peggy Steeno, Finance Director; Sally Nusslock, Health Commissioner; Monica Schultz, City Clerk; Jim Leu, Fleet Services Division Superintendent; Tony Warkoczewski, Interim Assistant IT Director; Rebecca Grill, City Administrator; Other Staff; Guests and Media.

C. NEW AND PREVIOUS MATTERS

17. [R-2017-0269](#) Resolution authorizing and directing the Director of Public Works/City Engineer to contract with Carlson Racine Roofing and Sheet Metal, Enc. for roof and parapet wall repairs on the Public Works Yard building in an amount not to exceed \$24,000.

Sponsors: Public Works Committee

Mike Lewis, Director of Public Works/City Engineer, was present to discuss this matter.

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. [O-2017-0042](#) Ordinance to amend Subsection 5.03(8)(b) of the City of West Allis Revised Municipal Code increasing the crash billing fee from \$250 to \$500.

Sponsors: Administration & Finance Committee

Assistant Fire Chief Jay Scharfenberg was present to explain this matter.

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

20. [O-2017-0045](#) Ordinance to amend the City of West Allis Salary Schedule (originally adopted by the Common Council on June 6, 2017 by Resolution No. R-2017-0157) due to four recent reclassifications (Commercial Building Inspector, Residential Building Inspector, Neighborhood Services Supervisor, and Graphic Design/Production Specialist).

Sponsors: Administration & Finance Committee

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

21. [R-2017-0259](#) Resolution relative to continuing to contract with Workforce Health to furnish Health Risk Assessments (HRA), as administered under the City's Wellness Program, to employees and spouses (where applicable) in order to be eligible for a reduced monthly health insurance premium contribution for the March 1, 2018 to February 28, 2019 insurance plan year.

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

22. [R-2017-0268](#) Resolution to approve the Year 2018 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

23. [R-2017-0261](#) Resolution approving a two-year extension and amendment to the Intergovernmental Emergency Medical Services Agreement for Emergency Medical Services (EMS) between Milwaukee County and the City of West Allis for 2017-2018.

Sponsors: Administration & Finance Committee

Assistant Fire Chief Jay Scharfenberg was present to explain this matter.

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

24. [R-2017-0262](#) Resolution authorizing the purchase of three 2018 AWD Ford Utility Interceptor SUVs from Ewald Automotive Group, and associated ancillary items, such as light bars, sirens, etc. from various vendors for a sum not to exceed \$110,000.00, and authorizing a budget transfer of \$110,000.00, to facilitate the purchase, from the West Allis Fire Department's salary account into its vehicle account.

Sponsors: Administration & Finance Committee

Assistant Fire Chief Jay Scharfenberg was present to explain this matter.

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

25. [R-2017-0266](#) Resolution approving the gifting of Canine Diesel from the West Allis Police Department to Corporal Ryan McNally.

Sponsors: Administration & Finance Committee

A motion was made by Ald. Czaplewski, 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

26. [2017-0636](#) Communication from City Administrator recommending the appointment of Mr. Anthony Warkoczewski for the position of IT Director.

This matter was Held

27. [2017-0637](#) Communication from City Administrator requesting approval to fill the vacant position of Administrative Support Assistant in the Assessor's Office.

A motion was made by Ald. Weigel, 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

28. [2017-0638](#) Communication from City Administrator requesting approval to fill the vacant position of Commercial Construction Inspector in the Department of Building Inspection and Neighborhood Services.

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

29. [2017-0640](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Graphic Print and Web Designer in the Communications Department and reclassified as a Graphic Design/Production Specialist.

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

30. [2017-0644](#) Communication from City Administrator requesting approval to fill the vacant position of Maintenance Repairer in the Department of Public Works, Fleet Services Division.

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

31. [2017-0645](#) Communication from City Administrator requesting approval to fill the vacant position of Equipment Mechanic in the Department of Public Works, Fleet Services Division.

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

32. [2017-0628](#) 2018 City of West Allis Mayor's Recommended Budget.

This matter was Held

Previous Matters for Consideration

33. [O-2017-0040](#) Ordinance to repeal and recreate Section 2.76 of the West Allis Revised Municipal Code.

Sponsors: Administration & Finance Committee

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

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

No: 0

34. [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

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

D. MATTERS FOR DISCUSSION/ACTION

1. [2017-0652](#) Discussion and consideration/approval of Waiver of Insurance requirements for Branding and Marketing Contract with Savage Solutions, LLC.

Rebecca Grill, Scott Post, and Mayor Devine were present to discuss this matter. Background provided and staff responded to questions/comments from the Committee. Staff directed to check with insurance company if they provide coverage. This matter will be discussed again at the Committee's regular meeting on October 9.

This matter was Discussed

E. ADJOURNMENT

A motion was made by Ald. Weigel, seconded by Ald. Roadt, that the meeting be adjourned at 9:22 pm. The motion carried unanimously.