



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, December 6, 2016

8:55 PM

City Hall Room 128

RECESS MEETING (draft minutes)

A. CALL TO ORDER

*Chair Haass called the meeting to order at 8:55 p.m.*

B. ROLL CALL

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

**Others Attending**

*Robert Fletcher, Deputy Police Chief; Mason Pooler, Deputy Fire Chief; Audrey Key, HR Director; Ed Lisinski, BINS Director; Jim Jandovitz, IT Director; Patrick Schloss, Community Development Manager; Linda Huske, Safety & Training Coordinator; Rebecca Grill, City Administrator.*

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

- 8. [R-2016-0283](#) Resolution approving the terms & conditions for an Economic Development Loan to ME-N-TE, LLC, d/b/a Big Ebe’s Pizza under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$14,000.

**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

- 9. [R-2016-0286](#) Resolution approving the terms & conditions for an Economic Development Loan to Gravity Group, Inc., d/b/a Peanut Butter and Jelly Deli under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$50,000.

**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

- 10. [R-2016-0287](#) Resolution approving the terms & conditions for an Economic Development Loan to Lula Mae Aesthetic Boutique, LLC under the Department of Housing and Urban Development Community Development Block Grant Program in the amount up to \$40,000.

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

- 11. [R-2016-0292](#) Resolution approving the terms & conditions for an Economic Development Loan to Kater 2 Kids Salon and Spa Boutique, LLC under the Department of Housing and Urban Development Community Development Block Grant Program in an amount up to \$18,500.

Sponsors: Administration & Finance Committee

**This matter was Held**

- 12. [R-2016-0295](#) Resolution relative to renewal of the agreement with Wisconsin Community Services, Inc. for West Allis Mediation Center for 2017.

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

- 13. [R-2016-0289](#) Resolution relative to transferring up to \$34,658 from the Reserve for Buildings and Facilities Improvements to the Capital Projects Fund for the installation of new carpet on the first floor of the Police Department headquarters.

Sponsors: Administration & Finance Committee

**A motion was made by Ald. Weigel, 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-2016-0290](#) Resolution relative to transferring \$172,420.00 from the Contingency Fund to the Police Department Automotive Capital Account for purchasing five (5) Marked 2017 AWD Ford Utility Interceptor SUV's, and one (1) K9 equipped 2017 AWD Ford Utility Interceptor SUV from Ewald Automotive Group.

**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

15. [R-2016-0291](#) Resolution relative to transferring \$46,100 from the Fire Department Salary & Wages Account to the Repair & Maintenance-Other Account for the repair and upgrade of the Plymovent System in each Fire Station.

**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

16. [2016-0702](#) Communication from Fire Chief providing notification of 2017 approved Advanced Life Support (ALS) billing rates.

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

17. [2016-0703](#) Communication from City Administrator regarding the Classification and Compensation Study Results (including Pay Plan, Reclassification Requests, and Implementation Options).

**This matter was Held**

18. [2016-0704](#) Communication from City Administrator announcing receipt of CVMIC 2016 Significant Award Program awards for the City of West Allis.

**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

19. [2016-0697](#) Finance Director/Comptroller submitting report for October 2016 indicating City of West Allis checks issued in the amount of \$3,711,069.63.

**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

### Previous Matters for Consideration

20. [2016-0677](#) Communication from City Administrator requesting approval to fill the vacant position of Engineering Technician IV in the Engineering 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

### City Attorney Claim Report

21. [2010-0646](#) Hupy & Abraham, S.C. communication on behalf of Donald D. Marshall regarding injuries and/or property damages allegedly sustained at S. 98 St. and W. Schlinger Ave. on October 15, 2010.

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

22. [2010-0696](#) Notice of Injury submitted by Diane M. Shtaida regarding injuries allegedly sustained at 11301 W. Lincoln Ave. on October 18, 2010.

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

23. [2012-0653](#) Michael S. Albrecht Notice of Circumstances Giving Rise to Claim for Damages regarding injuries allegedly sustained on August 12, 2012.

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

24. [2012-0654](#) Michael L. Albrecht Notice of Circumstances Giving Rise to Claim for Damages regarding injuries allegedly sustained on August 12, 2012.

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

25. [2015-0466](#) Summons and Complaint, in the matter of Michael S. Albrecht and Michael L. Albrecht vs. City of West Allis, et al, Case No. 15CV004648.

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

26. [2015-0324](#) Summons and Complaint, Restraining Order, Affidavit, Notice of Hearing, in the matter of Gerald Demshar vs. Veritas Properties, et al. Case No. 15CV003568.
- This matter was Recommended to be Placed on File on a Block Vote**
27. [2016-0556](#) Notice of Claim submitted on behalf of Hopkins Mechanical & Design.
- This matter was Recommended for Denial on a Block Vote**
28. [2016-0606](#) American Family Insurance communication on behalf of Eleanor L. Nass regarding vehicle damages allegedly sustained on September 6, 2016. Claim #00-445-187536.
- This matter was Recommended for Denial on a Block Vote**
29. [2016-0611](#) Pastor John Perry communication regarding vehicle damages allegedly sustained at 2354 S. 107 St. on September 7, 2016.
- This matter was Recommended for Denial on a Block Vote**
30. [2016-0646](#) Milwaukee County-DOT-Highway communication regarding damages allegedly sustained around W. Oklahoma Ave. and S. Wollmer Rd. on August 3, 2015.
- This matter was Recommended for Denial on a Block Vote**
31. [2016-0692](#) Leo and Karen Gilpin Notice of Claim regarding reimbursement of overpayment of property taxes at 2859 S. 95 St.
- This matter was Recommended for Denial on a Block Vote**
32. [2016-0686](#) Gina Masters communication relative to vehicle damages allegedly sustained at the intersection of S. 76 Street and W. Oklahoma Avenue on November 3, 2016.
- This matter was Recommended for Denial on a Block Vote**

**Passed The Block Vote**

**A motion was made by Ald. Czaplewski, seconded by Ald. Roadt, 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. Czaplewski, seconded by Ald. Weigel, that the meeting be adjourned at 9:17 p.m. The motion carried unanimously.*