



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, May 7, 2019

8:38 PM

City Hall, Room 128
7525 W. Greenfield Ave.

RECESS MEETING

A. CALL TO ORDER

The meeting was called to order by Chairperson Haass at 8:38 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; Kail Decker, City Attorney;
Peggy Steeno, Finance Director; Bob Fletcher, Deputy Police Chief; Steve Braatz,
City Clerk; Dan Koralewski, Interim Health Commissioner; Patrick Schloss,
Community Development Manager; Other Staff; Guests and Media.*

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

12. [R-2019-0320](#) Resolution authorizing the Director of Public Works to sign Addendum #1 to a Professional Service Contract with Baxter & Woodman, Inc. for Engineering Services for facilities condition of the pole building at Reservoir Park for an amount not to exceed \$5,000.

Sponsors: Public Works 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

- 12a. [2019-0321](#) Request from the Director of Public Works to amend a Truck Driver Position to a Truck Driver-Lead Position.

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

13. [R-2019-0270](#) Resolution to approve a Commercial Façade Improvement Contract by and between the City of West Allis and West Allis Assets LLC, property owner for the property located at 7506-08 W. Greenfield Ave., in an amount up to \$53,082.

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

14. [R-2019-0282](#) Resolution to approve a Commercial Facade Improvement Contract by and between the City of West Allis and Lutz Land Management, LLC, property owner for the property located at 2079 S. 69 St., in an amount not to exceed \$41,500.

Sponsors: Administration & Finance Committee

Patrick Schloss, Community Development Manager, was present to discuss.

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

15. [R-2019-0325](#) Resolution relative to authorizing the cooperative purchase of school crossing guard services, for three years, for a sum not to exceed \$140,000.00 per school year, from All City Management Services (“ACMS”).

Sponsors: Administration & Finance Committee

Deputy Police Chief Bob Fletcher was present to discuss.

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

16. [R-2019-0327](#) Resolution relative to accepting the proposal of Vanguard Computers, Inc. for furnishing and delivering eighty (80) HP ProDesk 400 i3 desktop computers with 128 GB Solid State Drive, with three-year NBD Onsite Extended Warranty, and twenty (20) HP ProDesk 400 i5 desktop computers with 128 GB Solid State Drive, with three-year NBD Onsite Extended Warranty, for a total sum of \$49,475.60.

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

17. [R-2019-0328](#) Resolution relative to authorizing the purchase from Crossmatch of two (2) new LiveScan Fingerprint Capture Systems, for a total sum of \$27,714.44.

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

18. [R-2019-0329](#) Resolution to repeal City of West Allis Policies & Procedures Manual Policy No. 1107, Required Approvals for Filling Vacant, Budgeted Positions, and amend Policy No. 1402, Recruitment, Selection and Employment.

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

19. [R-2019-0331](#) Resolution approving Rescission/Refund of Property Taxes.

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

20. [R-2019-0333](#) Resolution approving three Government/Municipal/Public Funds Banking Resolutions to authorize City of West Allis signers on the three First Business Bank bank accounts.

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

21. [R-2019-0334](#) Resolution approving (1) 2018 Open Purchase Order Carryovers, (2) 2018 Departmental/Citywide Carryovers, (3) 2018 Fund Transfers, and (4) 2018 Fund Balance Designations.

Sponsors: Administration & Finance Committee

Peggy Steeno, Finance Director, was present to discuss.

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

22. [2019-0318](#) Communication from Finance Director regarding request to fill Accountant Position in the Finance Department.

Peggy Steeno, Finance Director, was present to discuss.

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

23. [2019-0309](#)

Communication from City Administrator transmitting Traffic Violation & Accident Reports for the period January 1, 2019 through March 31, 2019.

A motion was made by Ald. Czaplewski, 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

24. [2019-0317](#)

Discussion regarding City-wide citizen survey and service delivery interaction surveys.

A motion was made by Ald. Czaplewski, 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

D. ADJOURNMENT

A motion was made by Ald. May, seconded by Ald. Roadt, to adjourn the meeting at 8:59 p.m. The motion carried unanimously.



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.