



City of West Allis

Meeting Agenda

Common Council

7525 W. Greenfield Ave.
West Allis, WI 53214

Mayor Dan Devine, Chair
Alderperson Thomas G. Lajsic, Council President
Alderpersons: Gary T. Barczak, Michael J. Czaplewski, Kevin Haass,
Michael P. May, Cathleen M. Probst, Rosalie L. Reinke,
Daniel J. Roadt, Vincent Vitale, and Martin J. Weigel

Tuesday, March 7, 2017

7:00 PM

City Hall Common Council Chambers

REGULAR MEETING

A. CALL TO ORDER

B. ROLL CALL

C. PLEDGE OF ALLEGIANCE

D. PUBLIC HEARINGS

1. [R-2017-0035](#) Resolution to confirm and adopt the report of the Director of Public Works/City Engineer containing the schedule of proposed assessments for improvement of W. Arthur Place from S. 88 Street to S. 92 Street and portions of intersecting streets by minor asphalt resurfacing with miscellaneous walk, miscellaneous driveway repair and utility adjustments.

Sponsors: Public Works Committee

E. CITIZEN PARTICIPATION

F. ANNOUNCEMENT OF RECESS MEETINGS OF STANDING COMMITTEES

New and Previous Matters referred to Committees may be considered and acted upon by Committees during the Common Council recess. Unless otherwise announced during the meeting, the standing Committees of the Common Council will meet during recess in the following rooms and in the following order:

Room 123 (Mayor's conference room)
Advisory, Public Works, Safety & Development

Room 128
License & Health, Administration & Finance

G. MAYOR'S REPORT

1. Recent events attended
2. Awards/commendations
3. Upcoming events

H. ALDERPERSON'S REPORT

1. Recent events attended
2. Awards/commendations
3. Upcoming events

I. APPROVAL OF MINUTES

2. [2017-0114](#) Minutes (Draft) of the Common Council regular meeting of February 21, 2017.

Attachments: [022117 CC Minutes.draft](#)

J. ITEMS NOT REFERRED TO COMMITTEE

3. [2017-0110](#) Summons and Complaint in the matter of Ditech Financial LLC, f/n/a Green Tree Servicing LLV, vs Andrew G. Mattheis, et al, regarding foreclosure of mortgage, Case No. 17CV001371.

Attachments: [S&C Ditech vs. A. Mattheis](#)

4. [2017-0112](#) Mary Radspinner communication relative to property damage allegedly sustained at 10211 W. Greenfield Ave., Lot 52 on December 13, 2016.

Attachments: [Mary Radspinner](#)

K. STANDING COMMITTEE REPORTS**LICENSE & HEALTH COMMITTEE**

Regular meeting held on February 28, 2017. (Ald. May excused).

5. [2016-0717](#) Police Department Reporting involving The Hideout, 6201 W. Mitchell St., of Hideout West Allis, Inc., Daniel R. Seiy, Agent, Incident Date: October 30, 2016.

Unanimously recommended to be placed on file.

6. [2017-0031](#) Police Department Report involving Megan S. Brown, 2015-2017 Operator's License (bartender/sales clerk) no. 17-29, (Remedy Bar, 1309 S. 60 St.) Incident Date: December 5, 2016.
Unanimously recommended to be placed on file.
7. [2017-0045](#) Police Department Report involving The Shooters Shop, 2465 S. 84 St., of The Shooters Shop, Inc., Kevin M. Nugent, Agent, Incident Date: November 27, 2016.
Unanimously recommended to be placed on file.
8. [2017-0046](#) Police Department Report involving The Shooters Shop, 2465 S. 84 St., of The Shooters Shop, Inc., Kevin M. Nugent, Agent, Incident Date: December 5, 2016.
Unanimously recommended to be placed on file.
9. [2017-0085](#) Police Department Report involving One More, 7534 W. Beloit Rd., of The Spot, LLC, Christina I. Lopez, Agent, Incident Date: January 1, 2017.
Unanimously recommended to be placed on file.
10. [2017-0062](#) 2016-2017 Class B Tavern License application no. 2400 of Ponys LLC, George Poniewaz, Agent, d/b/a Shenanigans, for the premises located at 5630 W. Lincoln Ave. (new-existing location).
Attachments: [5630 W Lincoln Affidavit of publication](#)
Unanimously recommended to be placed on file.
11. [2016-0720](#) 2016-2017 Operator's License (bartender/sales clerk) application no. 17-516 of Tara Morehouse.
Unanimously recommended to be denied based on the police report.
12. [2016-0721](#) 2016-2017 Operator's License (bartender/sales clerk) application no. 17-537 of Amanda J. Halverson.
Unanimously recommended to be denied based on the police report.
13. [2016-0723](#) 2016-2018 Operator's License (bartender/sales clerk) application no. 18-228 of Angela A. Schroeder.
Unanimously recommended to be denied based on two (2) nonappearances.

L. COMMON COUNCIL RECESS

M. NEW AND PREVIOUS MATTERS

ADMINISTRATION & FINANCE COMMITTEE

New Matters for Introduction

14. [O-2017-0011](#) An Ordinance to repeal Salary Ordinance No. O-2015-0059 and re-establish the pay of certain Miscellaneous Employees of the City of West Allis.
Sponsors: Administration & Finance Committee

15. [R-2017-0044](#) Resolution relative to adopting an Unmanned Aircraft System (UAS) Operations Policy for inclusion in the City of West Allis Policies and Procedures Manual.
- Sponsors:* Ald. Weigel
- Attachments:* [Unmanned Aircraft System Operations Policy](#)
16. [R-2017-0047](#) Resolution authorizing the Director of Development to enter into an amended landscape design/architectural services contract for plans and specifications for playground/park designs with Ayres Associates, in an amount not to exceed \$20,000.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Ayres - Scope of Services](#)
17. [R-2017-0042](#) Resolution to approve Memorandum of Understanding by and between the City of West Allis and the Community Alliance Against Drugs (“CAAD”) for certain accounting and recordkeeping services.
- Sponsors:* Administration & Finance Committee
- Attachments:* [CAAD Memorandum of Understanding](#)
18. [R-2017-0043](#) Resolution to approve Memorandum of Understanding by and between the City of West Allis and the West Allis Community Improvement Foundation, Inc. (“WACIF”) for certain accounting and recordkeeping services.
- Sponsors:* Administration & Finance Committee
- Attachments:* [WACIF Memorandum of Understanding](#)
19. [R-2017-0053](#) Resolution approving the creation of Economic Development Assistance programs including a Storefront Improvement Program, Instore Forgivable Loan Program, and Code Compliance Forgivable Loan Program for the Six Points Farmers Market Redevelopment Neighborhood and for the National Avenue Commercial Corridor.
- Sponsors:* Administration & Finance Committee
- Attachments:* [EXHIBIT A - OUTCOMES](#)
[Storefront Brochure](#)
[Instore Brochure](#)
[Code Compliance Brochure](#)
20. [R-2017-0054](#) Resolution amending the terms & conditions for an Economic Development Loan to Gravity Group, Inc., d/b/a Peanut Butter and Jelly Deli under the Instore Forgivable Loan Program in the amount up to \$50,000.
- Sponsors:* Administration & Finance Committee
- Attachments:* [Signed Commitment Letter](#)

21. [R-2017-0055](#) Resolution approving: (1) the 2016 Open Purchase Order Carryovers, (2) the 2016 Department Carryovers, (3) the 2016 Fund Transfers, (4) the 2016 Capital Accumulation Transfers, and (5) the 2016 Fund Balance Designations.
- Sponsors:*** Administration & Finance Committee
- Attachments:*** [Finance Director Memo re Carryover Report](#)
22. [2017-0116](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Electrical Mechanic I in the Department of Public Works, Building/Inventory and Electrical Division, Electrical Section.
- Attachments:*** [Request to fill Electrical Mechanic I position](#)
- The following agenda item nos. 23 - 29 will be scheduled for the Administration and Finance Committee Meeting on March 8, 2017.*
23. [2016-0703](#) Communication from City Administrator regarding the Classification and Compensation Study Results (including Pay Plan, Reclassification Requests, and Implementation Options).
- Attachments:*** [Communication re Classification and Compensation Study Results](#)
[Classification & Compensation Study Project Update.121216](#)
24. [R-2017-0023](#) Resolution to approve Carlson Dettmann Compensation and Classification Study, Pay Plan, and Authorize Implementation.
- Sponsors:*** Administration & Finance Committee
- Attachments:*** [Compensation Study Executive Summary](#)
[Appendix A - Pay Plan](#)
[Appendix B - Classification Review Process](#)
[Appendix C - Appeal Process](#)
[Fiscal Note](#)
25. [R-2017-0046](#) Resolution to approve: (1) the classification and compensation plan for non-represented employees and (2) the guidelines for the implementation of the new classification and compensation plan.
- Sponsors:*** Administration & Finance Committee
- Attachments:*** [Attachment 1 - Pay Plan](#)
26. [O-2017-0012](#) An Ordinance to establish the pay for Non-Represented Employees of the City of West Allis.
- Sponsors:*** Administration & Finance Committee
- Attachments:*** [Attachment 1 - Pay Schedule for Non-Represented Employees](#)

27. [R-2017-0048](#) Resolution to authorize the City Administrator to enter into a professional service agreement with Carlson Dettmann Consulting, LLC to provide classification appeals, continued job evaluation services, review of performance evaluation system and development of new system, and a review of the current paid time off benefits in an amount not to exceed \$60,000.

Sponsors: Administration & Finance Committee

Attachments: [Professional Service Agreement](#)

28. [R-2017-0049](#) Resolution to authorize and approve the appeals procedure in conjunction with the Carlson Dettmann Consulting job evaluation procedure.

Sponsors: Administration & Finance Committee

Attachments: [Attachment 1 - Appeal Process](#)

29. [R-2017-0050](#) Resolution to approve the following updated policies for implementation in conjunction with the Classification and Compensation Study: #1110 - Creating, Maintaining, and Administering Compensation/Salary Ranges; #1205 Payroll; #1412 Holidays; #1424 Overtime, Compensatory Time, and Premium Pay; #1484 Clothing, Tool and Other Allowances.

Sponsors: Administration & Finance Committee

Attachments: [Policy 1110 - to be repealed](#)

[Policy 1110 - Recreated](#)

[Policy 1205 - to be repealed](#)

[Policy 1205 - Recreated](#)

[Policy 1412 - to be repealed](#)

[Policy 1412 - Recreated](#)

[Policy 1424 - to be repealed](#)

[Policy 1424 - Recreated](#)

[Policy 1484 - to be repealed](#)

[Policy 1484 - Recreated](#)

City Attorney Claim Report

30. [2015-0830](#) Summons and Complaint in the matter of Wells Fargo Bank, N.A. vs. Paul Slominski, et al regarding foreclosure of mortgage, Case No. 15CV009577.

Attachments: [Paul Slominski S & C](#)

City Attorney recommended to be placed on file.

31. [2016-0713](#) Thomas and Nancy Hart Notice of Claim and Circumstances of Claim regarding property damages allegedly sustained on November 23, 2016 at 2545 S. 95 Street.

Attachments: [Thomas and Nancy Hart Notice of Claim](#)

City Attorney recommended denial.

32. [2017-0002](#) Fred and Julie Carsky communication relative to property damages allegedly sustained at 2563 S. 95 St. on November 23, 2016.

Attachments: [Carsky claim](#)

City Attorney recommended denial.

PUBLIC WORKS COMMITTEE

New Matters for Introduction

33. [R-2017-0034](#) Resolution Authorizing Execution of the Department of Natural Resources Principal Forgiven Financial Assistance Agreement.
- Sponsors: Public Works Committee
34. [R-2017-0040](#) Resolution to Dedicate Right-of-Way from Parcel Numbers 3, 8, 9, 10, 26, and 33 on the attached Transportation Project Plat for W. National Avenue from S. 70th Street to S. 76th Street with State Project Number 2410-00-77.
- Sponsors: Public Works Committee
- Attachments: [ROW Plat Recorded National - 70-76](#)
35. [R-2017-0051](#) Resolution approving a sole source contract with Ramboll Environ for providing a Site Investigation at the former Graves Filling Station Site located at 11500 W. Oklahoma Ave. in an amount not to exceed \$53,100.
- Sponsors: Public Works Committee
- Attachments: [Ramboll - Scope of Services](#)
36. [R-2017-0037](#) Resolution authorizing and directing the Director of Public Works/City Engineer to amend an existing agreement with Corre, Inc. for Engineering Consulting Services to provide a delamination survey for the bridge decks of structures located on Beloit Road and 76th Street over Honey Creek for a total sum not to exceed \$1,000.00.
- Sponsors: Public Works Committee
- Attachments: [Proposal - Delamination Survey](#)
37. [R-2017-0041](#) Resolution authorizing the Director of Public Works/City Engineer to amend an existing agreement with Donohue & Associates, Inc. for Engineering Consulting Services related to conducting a Feasibility Study of the replacement of the generator located at the Fire Administration Building in an amount not to exceed \$11,000.00.
- Sponsors: Public Works Committee
- Attachments: [West Allis Amend 3 \(3\)](#)

38. [R-2017-0038](#) Resolution accepting work of LaLonde Contractors, Inc. for removal and reconstruction of the concrete alley pavement, storm sewer, storm sewer relay, utility adjustments and storm underdrain in various alleys in the City of West Allis and authorizing and directing settlement of said contract in accordance with contract terms of 2012 Project No. 4.

Sponsors: Public Works Committee

39. [R-2017-0039](#) Resolution accepting work of A.W. Oakes & Son, Inc. for replacement or repair of concrete sidewalk in the general area bounded by S. 56 St. and S. 70 St.; North City Limits and W. Burnham Street in the City of West Allis and authorizing and directing settlement of said contract in accordance with contract terms of 2015 Project No. 6.

Sponsors: Public Works Committee

Public Hearing Items (Public Works Committee)

40. [R-2017-0035](#) Resolution to confirm and adopt the report of the Director of Public Works/City Engineer containing the schedule of proposed assessments for improvement of W. Arthur Place from S. 88 Street to S. 92 Street and portions of intersecting streets by minor asphalt resurfacing with miscellaneous walk, miscellaneous driveway repair and utility adjustments.

Sponsors: Public Works Committee

41. [R-2017-0036](#) Final Resolution authorizing public improvement by minor asphalt resurfacing with miscellaneous walk, miscellaneous driveway repair and utility adjustments in W. Arthur Place from S. 88 Street to S. 92 Street and portions of intersecting streets and levying special assessments against benefited properties.

Sponsors: Public Works Committee

SAFETY & DEVELOPMENT COMMITTEE

New Matters for Introduction

42. [2017-0127](#) Special Use Permit for Scott's Automotive, an existing auto repair facility seeking to establish an indoor used vehicle dealership at 2042 S. 114 St.

LICENSE & HEALTH COMMITTEE

New Matters for Introduction

43. [2017-0111](#) Communication from The Building Inspections and Neighborhood Services Department regarding an update on inspections for the Used Vehicle Dealer License for the premise located at 7010 W. Lincoln Ave. and the Class B Tavern License for the premise located at 3411 S. 108 St.

Attachments: [BINS comm.](#)

44. [2017-0115](#) Communication from Gregory Barczak requesting the revocation of the liquor license issued to JR Slims, LLC, Christopher Surges, Agent, premised located at 8028 W. National Ave.

Attachments: [G. Barczak comm.](#)

45. [2017-0113](#) License Applications.

2016-2017 & 2016-2018 Operator's License (bartender/sales clerk) applications:

Jaime J. Zarate, LaShay R. Toliver, Tyler D. Jeffery, Scott A. Lilley, Brittany L. Marlewski, Joseph C. Hasler, Jennifer C. Herrera, Tiffany E. Krahn, Alexiah M. Love, Amanda R. Clementi, Shayla M. Mueller, and Tia S. Garcia.

2016-2017 Adult Oriented Establishment Operator Permit application:

**Thomas J. Hurdelbrink and Danielle A. Cruz.*

2016-2017 Special B Beer & Wine License application:

**Holy Assumption, 1531 S. 71 St., April 9, 2017 (11:00 am to 5:00 pm)*

(2nd application 2016-2017 license year for Beer & Wine).

2017 Carnival Permit renewal applications:

**St. Aloysius Catholic Church, 1414 S. 93rd St., June 2 (5:00pm - 10:00 pm),*

June 3 (noon - 10:00 pm), and June 4 (11:30 am - 8:00 pm).

**National Night Out, 6501 W. National Ave., July 24 (5:00 pm - 9:00 pm).*

2016-2017 Special Instrumental Music Permit application:

**DTR Enterprises, LLC, d/b/a Studz Pub, 6833 W. National Ave.,*

March 18, 2017, (9:00 pm to 1:00 am.). (1st application for 2016-2017 license year.)

2017-2018 Used Vehicle Dealer License applications:

**Diamond Bros LLC, d/b/a Diamond Jims West Allis, 9706 W. Greenfield Ave.*

**Carking, Inc., d/b/a Car King, Inc., 10124 W. Greenfield Ave.*

**Badger Truck Center, Inc., d/b/a Badger Truck Center, Inc., 10915 W. Rogers St.*

**Caritas For Children, Inc., d/b/a Caritas For Children, Inc., 7400 W. National Ave.*

**Fleet Services, Inc., d/b/a Fleet Services, Inc., 7400 W. National Ave.*

**Gordie Boucher Lincoln, Inc., d/b/a Gordie Boucher Lincoln, 3161 S. 108 St.*

**HWAG, LLC, d/b/a Hyundai West Allis, 2400 S. 108 St.*

**Fleet Auto Sales & Services, LLC, d/b/a Fleet Auto Sales & Services, LLC, 7400 W. National Ave.*

46. [2017-0117](#) 2016-2017 Adult-Oriented Establishment Operator Permit application no. 2410 of Willette L. Honey.

47. [2017-0119](#) 2016-2017 Food Peddler Permit application no. 16-2411 of Angela Maholias.

48. [2017-0120](#) 2016-2018 Operator's License (bartender/sales clerk) application no. 18-244 of Timothy J. Peterson.

49. [2017-0118](#) 2016-2017 Combination Class A Liquor License application no. 2143 of Target Corporation, Kevin F. Meyer, Agent, d/b/a Target West Allis T-2199, for premises located at 2600 S. 108 St. (new-nonexisting location).

50. [2017-0122](#) Summons in the matter of the complaint against Trailblazing Auto Sales, LLC, Marcus Gray, Agent, for the premises located at 5730 W. Lincoln Ave. (2016-2017 Used Vehicle Dealer License no. 16-2300).

Attachments: [Trailblazing Summons](#)

Previous Matters for Consideration

51. [2017-0059](#) John Becker Complaint & Affidavit regarding Trailblazing Auto Sales LLC, not operating for more than thirty (30) days, and no longer having control of the premises located at 5730 W. Lincoln Ave. (Used Vehicle Dealer License no. 16-2300).

Attachments: [Complaint & Affidavit Trailblazing Auto Sales](#)

52. [2017-0088](#) Police Department Report involving 6500 Restaurant & Bar, 6500 W. Greenfield Ave., of JM 6500 Investments, LLC, Tonja M. Bassett, Agent, Incident Date: January 1, 2017.

53. [2017-0055](#) 2016-2017 Class B Tavern License application no. 2398 of Top Dog Enterprises, LLC, Ronald L. Mellantine, Agent, d/b/a The Choice Eatery and Entertainment, for the premises located at 9638 W. National Ave. (new-existing location).

Attachments: [Top Dog Enterprises Affidavit of Publication](#)

ADVISORY COMMITTEE

New Matters for Introduction

54. [2017-0121](#) Reappointment by Mayor Devine of Marcia Lawson as a member of the West Allis Beautification Committee, her two-year term to expire December 31, 2018.
55. [2017-0123](#) Appointment by Mayor Devine of Steven Hook as the At-Large Member of the West Allis Block Grant Committee, his two-year term to expire September 1, 2019.
56. [2017-0124](#) Reappointment by Mayor Devine of Rick Bassler as a member of the West Allis Fair Housing Board, his three-year term to expire February 1, 2020.
57. [2017-0125](#) Appointment by Mayor Devine of Sagar Tolani as a member of the West Allis Fair Housing Board, his three-year term to expire February 1, 2020.

N. ADJOURNMENT

All meetings of the Common Council 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.