



City of West Allis

7525 W. Greenfield Ave.
West Allis, WI 53214

Meeting Agenda

Administration & Finance Committee

Aldersperson Kevin Haass, Chair

Aldersperson Martin J. Weigel, Vice-Chair

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

Tuesday, August 1, 2017

7:00 PM

City Hall Room 128

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

17. [R-2017-0219](#) Resolution authorizing the Director of Public Works/City Engineer to amend an existing Contract with Harwood Engineering Consultants for Engineering Consulting Services related to retrofitting LED lighting in city buildings for an amount not to exceed \$18,500.00.
- Sponsors:* Public Works Committee and Administration & Finance Committee
- Attachments:* [City of West Allis LED Retrofit Fee Proposal 2017-07-27](#)
18. [R-2017-0211](#) Resolution to Authorize and Direct the Director of Public Works/City Engineer to enter into an agreement with Wastebuilt to furnish and install a refurbished electric powered recycling compactor at the City Yard in an amount not to exceed \$30,000.
- Sponsors:* Public Works Committee
19. [R-2017-0199](#) Resolution relative to accepting the proposal of Compass Minerals for furnishing and delivering 4,200 tons of deicing road salt for a total sum of \$246,078.00.
- Sponsors:* Public Works Committee and Administration & Finance Committee
- Attachments:* [Administrative/Fiscal Note re road salt purchase](#)
20. [R-2017-0209](#) Resolution relative to accepting the proposal of JWR for furnishing, delivering, and installing a 6-yard, stationary compactor at the Department of Public Works for a total sum of \$58,033.00.
- Sponsors:* Public Works Committee and Administration & Finance Committee
- Attachments:* [Bid Tabulation and Product Description for Stationary Compactor](#)
[Administrative/Fiscal Note for Stationary Compactor](#)
21. [R-2017-0212](#) Resolution relative to accepting the proposal of Stepp Equipment for furnishing, delivering, and installing a Hook Lift Roll-Off Hoist at the Department of Public

Works for a total sum of \$59,725.00.

Sponsors: Public Works Committee and Administration & Finance Committee

Attachments: [Bid Tabulation and Product Information for Hook Lift Roll-Off Hoist](#)
[Administrative/Fiscal Note for Hook Lift Roll-Off Hoist](#)

22. [R-2017-0215](#) Resolution approving a West Allis Neighborhood Association Small Grant Program Focus Grant to Rosehill Neighborhood Association in the amount of up to \$1,500.

Sponsors: Ald. Barczak and Ald. May

Attachments: [Exhibit A - Focus Grant Application \(8-1-17\)](#)
[Neighborhood FOCUS Grant Contract \(8-1-17\)](#)

23. [R-2017-0200](#) Resolution relative to accepting the proposal of Century Fence Company to replace the gate at the DPW Morgan Avenue drop-off site at a cost not to exceed \$5,000.

Sponsors: Administration & Finance Committee

Attachments: [morgan avenue fence](#)

24. [R-2017-0207](#) Resolution relative to accepting the sole source proposal of WTMJ-AM Radio, a division of Scripps Media, Inc. for providing Commercial Broadcast services for a total net sum of \$7,000.

Sponsors: Administration & Finance Committee

Attachments: [Packers Radio Network Ad Order](#)
[Packers Radio Network Letter of Agreement](#)

25. [R-2017-0210](#) Resolution to approve alternative recruiting options for the next recruitment for Electrical Mechanic position in Public Works.

Sponsors: Administration & Finance Committee

26. [2017-0484](#) Communication from City Administrator requesting approval to fill the vacant position of Librarian at the Public Library.

Attachments: [Request to fill vacant Librarian position](#)

27. [2017-0485](#) Communication from City Administrator requesting approval to fill the upcoming vacant position of Circulation Services Representative at the Public Library.

Attachments: [Request to fill Circulation Services Rep position at the Public Library](#)

28. [2017-0501](#) Communication from City Administrator requesting approval to fill an Administrative Support Specialist position for the Finance and Building Inspection and Neighborhood Services (BINS) Departments.

Attachments: [Communication regarding Administrative Support Specialist position](#)

29. [2017-0438](#) Finance Director/Comptroller submitting report for June 2017 indicating City of West Allis checks issued in the amount of \$3,170,514.86.

Attachments: [June 2017 Monthly Claims Report to CC](#)

30. [2017-0481](#) City Administrator report on IT Steering Committee meetings.

Attachments: [IT Steering Committee Meeting Minutes 05/31/2017](#)

31. [2017-0483](#) Communication from City Administrator transmitting Traffic Violation & Accident Reports for the period April 1, 2017 through June 30, 2017.

Attachments: [Traffic Violation & Accident Reports for Quarter 2 - 2017](#)

City Attorney Claim Report

32. [2011-0482](#) Depositors Insurance Company communication on behalf of H M Graphics, Inc. for vehicle damages allegedly sustained on July 6, 2011 at the intersection of S. 58 St. and W. Greenfield Ave. Claim No. 72 48 PE 028547 07062011 51.

33. [2011-0637](#) First, Albrecht & Blondis, S.C. Notice of Circumstances of Injury Giving Rise to Claim for Damages, and Notice of Claim for Damages on behalf of Foster D. Decorah.

34. [2017-0061](#) Small Claims, Summons and Complaint, in the matter of Freddy Andreas Kosek vs. City of West Allis - Case No. 17SC000866.

Attachments: [Summons.Complaint.Kosek](#)

D. ADJOURNMENT

All meetings of the Administration & Finance Committee 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.