



City of West Allis

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, September 18, 2018

7:00 PM

City Hall, Room 128
7525 W. Greenfield Ave.

RECESS MEETING

A. CALL TO ORDER

B. ROLL CALL

C. NEW AND PREVIOUS MATTERS

New Matters for Introduction

7. [R-2018-0510](#) Resolution authorizing the Superintendent of Forestry to apply for a cost-share grant of \$20,000, the City's portion of this grant would be \$11,493.00, to fund Emerald Ash Borer mitigation projects and reduce runoff in urban communities.

Sponsors: Administration & Finance Committee and Public Works Committee
Attachments: [2019 West Allis WI RPCs DNR Grant appl](#)
8. [R-2018-0592](#) Resolution approving the transfer of \$1,500 from the salary account to the equipment account in the West Allis Senior Center's budget to pay for two exterior cameras for the Senior Center parking lot.

Sponsors: Administration & Finance Committee
Attachments: [Senior Center Camera Request](#)
9. [R-2018-0602](#) Resolution accepting the single source proposal from Novatime Technology, Inc. for a Software as a Service (SaaS) Contract for hosting Novatime Time and Attendance Tracking Software and the related maintenance for an annual sum of \$19,440 (\$1,620 per month), plus a one-time fee of \$1,100 for implementation services, for an amount not to exceed \$20,540.

Sponsors: Administration & Finance Committee
Attachments: [Comm regarding Novatime Upgrade. Single Source Vendor](#)
10. [R-2018-0603](#) Resolution authorizing the purchase of the property located at 6749-6751 W. National Ave., (Perfect Screw Products Corporation) in the amount of \$587,105; a capital budget adjustment to facilitate the purchase; and the accompanying borrowing required to complete the purchase.

Sponsors: Administration & Finance Committee

11. [R-2018-0606](#) Resolution relative to the transfer of \$75,000.00 from the West Allis Fire Department's salary account #100-2201-522.11-01, into its vehicle account #100-2201-522.70-02, and the subsequent purchasing of a used aerial fire apparatus for a sum not to exceed \$75,000.00.

Sponsors: Administration & Finance Committee

Attachments: [Request for reserve aerial](#)

12. [2018-0747](#) Communication from City Administrator requesting approval to fill the vacant position of Water Maintainer in the Department of Public Works, Water Division.

Attachments: [Request to fill Water Maintainer position](#)

13. [2018-0744](#) Finance Director/Comptroller submitting report for August 2018 indicating City of West Allis checks issued in the amount of \$2,534,162.30.

Attachments: [August 2018 Monthly Claims Report to CC](#)

City Attorney Claim Report

14. [2018-0734](#) Cities and Villages Mutual Insurance Company communication, on behalf of the City of Brookfield, relative to vehicle damages allegedly sustained in the City of Brookfield on December 18, 2017. Claim #APD061350

Attachments: [Claim - CVMIC.Brookfield](#)

[Signed Release-City of Brookfield](#)

[Ltr to CC-Pd&POF-City of Brookfield](#)

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.