



City of Manitowoc

900 Quay Street
Manitowoc, WI 54220
www.manitowoc.org

Meeting Minutes - Final

Personnel Committee

Monday, May 6, 2024

5:30 PM Council Chambers-Meeting is also available via Remote Conferencing-Zoom

1. Call to Order

The meeting was called to order at 5:30 p.m.

2. Roll Call

Jessie Lillibridge, Eric Nycz, Todd Blaser, Dan Koski, and Debbie Charney

Present: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

3. Public Comment

None

4. Consent Agenda

These items will be approved by one motion unless any Committee Member wishes to remove an item for discussion.

REMOVAL OF CONSENT AGENDA ITEMS: None

- [24-1417](#) Approval of April 1, 2024 Personnel Committee Minutes
- [24-1418](#) Review of Legal Fees Billed out Through April, 2024-Human Resources
- [24-1419](#) Report out of Human Resource's Office Initiatives May, 2024
- [24-1420](#) Report out of City Attorney's Office Initiatives May, 2024

Approval of the Consent Agenda

Moved by Vanderkin, seconded by Schlei, to accept the Consent Agenda Items as presented. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

5. Discussion and Action Items

- [24-1421](#) Out of State Travel Request for City Attorney Eric Nycz for the International Municipal Lawyers Association Conference in Orlando, Florida on September

25-29, 2024

City Attorney Eric Nycz explained to the committee the reasoning behind the request to attend the conference.

Moved by Brey, seconded by Vanderkin, that this request for out-of-state travel for City Attorney Eric Nycz for the International Municipal Lawyers Association Conference in Orlando, Florida on September 25-29, 2024 be accepted and placed on file. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

[24-1432](#)

Request for Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

There was no discussion on this item

Moved by Vanderkin, seconded by Norell, that this request for a resolution to hire seasonal employees related to elected officials, department heads, or supervisory personnel be approved and referred to council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

6. Convene in Closed Session

Moved by Schlei, seconded by Vanderkin, to convene in closed session at 5:36 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter that may be considered in closed session is:

[24-1422](#)

Unpaid Leave of Absence Request for Transit Employee

Notice is hereby given that the above governmental body may adjourn into a closed session during the meeting as authorized by Section 19.85(1)(e) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session.

The specific subject matter that may be considered in closed session is:

[24-1358](#)

Manitowoc Firefighters Local 368 Grievance Update

(Closed Session portion of the Minutes has been redacted)

7. Reconvene in Open Session

**Moved by Brey, seconded by Schlei, to reconvene in open session at 6:20 p.m.
The motion carried by the following vote:**

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

[24-1358](#) Maniwoc Firefighters Local 368 Grievance Update

There was no action taken on this agenda item

[24-1422](#) Unpaid Leave of Absence Request for Transit Employee

There was no discussion on this item

Moved by Vanderkin, seconded by Brey, that this request for an unpaid leave of absence for a Transit employee for 30 days be approved and placed on file. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

8. Adjournment

Moved by Schlei, seconded by Vanderkin, that this meeting be adjourned at 6:22 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Brey, Schlei and Norell

Submitted by Debbie Charney, Human Resources Generalist