



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, June 2, 2025

5:30 PM Council Chambers. Meeting also available via remote  
Conferencing-Zoom

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#### 1. Call to Order

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

#### 2. Roll Call

Jessie Lillibridge, Eric Nycz, Nick Reimer, Todd Blaser, Justin Nickels, and  
Debbie Charney

**Present:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

#### 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

- [25-0413](#) Approval of May 5, 2025 Personnel Committee Minutes
- [25-0414](#) Review of Legal Fees Billed out Through May, 2025-Human Resources
- [25-0415](#) Monthly Report out on Health Plan
- [25-0416](#) Report out of Human Resource's Office Initiatives June, 2025
- [25-0417](#) Report out of the City Attorney's Office Initiatives June, 2025

#### Approval of the Consent Agenda

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

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

#### 5. Discussion and Action Items

[25-0419](#)

## Recommendation to Alleviate Pay Compression in Protective Services

Human Resources Director explained that this item was brought forward in 2023 to help alleviate pay compression in protective services. There was some discussion on the item and Mayor Nickels spoke to the committee that he fully supports the item.

**Moved by Cummings, seconded by Norell, that this request to alleviate pay compression in protective services be approved and referred to Council. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

[25-0418](#)

## Discussion and Possible Action on Aldermanic Compensation

Alder Sitkiewitz explained this agenda item to the Committee and that the last adjustment was made about two to three years ago.

**Moved by Cummings, seconded by Norell, to place on file the discussion and possible action on Aldermanic compensation. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

[25-0420](#)

## 10-Year Lump Sum Payments-Part-Time Employees

Human Resources Director Jessie Lillibridge explained the current policy in place which is intended for full-time general City employees. The Library received board approval to include their part-time employees. To keep the policy equitable, the policy would be updated to add the other part-time City employees at a pro-rated level.

**Moved by Cummings, seconded by Dunbar, that this request for a 10-Year lump sum payment for part-time employees be approved and referred to council. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

[25-0428](#)

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

**Moved by Norell, seconded by Cummings, 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, Norell, Beeman, Cummings and Dunbar

## 6. Convene in Closed Session

**Moved by Cummings, seconded by Norell, to convene in closed session at 5:50 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

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:

[25-0421](#) Update on Department Head Performance Reviews

(Closed Session portion of the Minutes has been redacted)

## 7. Reconvene in Open Session

**Moved by Beeman, seconded by Cummings, to reconvene in open session at 5:57 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

[25-0421](#) Update on Department Head Performance Reviews

There was no action or discussion taken on this item.

## 8. Adjournment

**Moved by Beeman, seconded by Cummings, that this meeting be adjourned at 5:58 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

Submitted by Debbie Charney, Human Resources Generalist