



City of Manitowoc

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

Meeting Agenda

Personnel Committee

Tuesday, September 13, 2016

6:00 PM

Council Chambers

Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. CALL TO ORDER
2. ROLL CALL
3. PUBLIC COMMENT
4. CONSENT AGENDA

[16-0822](#) Approval of August 1, 2016 Personnel Committee Minutes.

Attachments: [PC Minutes 8-1-2016](#)

[16-0823](#) Review of legal fees billed out through Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR Costs](#)

[16-0824](#) Report out on Health Plan Funding.

Attachments: [July Health Plan Funding](#)

[16-0825](#) Report out of Human Resources Initiatives.

Attachments: [HR Update Sept 2016](#)

[16-0826](#) Report out of City Attorney's Initiatives.

APPROVAL OF CONSENT AGENDA

5. DISCUSSION AND ACTION ITEMS

[16-0808](#) Review of alternatives for providing city assessment services including possible City Assessor and Assessment and Property Listing Technician job descriptions.

Attachments: [16-0808_Mayor Memo-Assessor 9-7-16](#)
[16-0808 Pro Forma Review of Options-Staffing 9-7-16](#)
[16-0809 Preliminary Scoring 9-1-16](#)
[16-0809 Tyler Technologies Assessment Services Proposal](#)
[16-0722 A Assessment and Property Listing Technician](#)
[16-0722 B City Assessor JD 4.2013](#)
[16-0809 Grota City of Manitowoc Pricing Proposal](#)
[16-0809 Grota City of Manitowoc Response to 2017 RFP](#)

[16-0875](#) Request to fill the WWTF Administrative Assistant position.

[16-0514](#) Discussion on implementing a bonus for 90-day separation notices.

Attachments: [EPM Recommended Changes Separation Notice](#)

[16-0807](#) Wage range adjustments for 2017.

Attachments: [CDC-2016-17-Wage-Increase-Survey-Final-Report](#)

[16-0828](#) Committee budget directives to Mayor.

[16-0702](#) Discussion and possible action on Mayor's salary for 2017-2021.

Attachments: [Mayor Salary Ord 2012-2016](#)
[Mayor's Salary Comps 2016](#)
[Mayor 2.5% increase](#)

[16-0806](#) Discussion and possible action on Alderperson compensation.

Attachments: [Alder Salary Comps 2016](#)

[16-0827](#) Streets Laborer Talent Pool.

6. CONVENE IN CLOSED SESSION

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:

[16-0821](#) Discussion on termination of Transit employee and subsequent grievance.

[16-0805](#) Electrical Inspector recruitment discussion and possible action on hiring at higher compensation plan step.

Attachments: [2016 Compensation Step Plan](#)

7. RECONVENE IN OPEN SESSION

[16-0821](#) Discussion on termination of Transit employee and subsequent grievance.

[16-0805](#) Electrical Inspector recruitment discussion and possible action on hiring at higher compensation plan step.

Attachments: [2016 Compensation Step Plan](#)

8. ADJOURNMENT

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.