



CITY OF MANITOWOC

WISCONSIN, USA

www.manitowoc.org

DATE: December 6, 2021
TO: Personnel Committee
FROM: Jessie Lillibridge, HR Director
RE: Pay Correction for DPI Laborers in 2022 Budget

The Director of Public Infrastructure requested funds in the 2022 budget to address loss of knowledge transfer and retention concerns related to the DPI Laborer staff. There has been significant turnover in this position over the past several years. The most prevalent reason given during exit interviews is wage. Mayor Nickels included \$120,000 in the 2022 budget to address these concerns.

The recommendations to effectively use these funds to address the loss of employees in this position are as follows:

- Employees who are below market will be moved to the Market Rate on the 2022 Compensation Plan on their new 2022 rate on the January 21st, 2022 pay check (for the pay period January 2-January 15, 2022).
- Employees who are at or above market will receive a \$1 increase on their new 2022 rate on the January 21st, 2022 pay check (for the pay period January 2-January 15, 2022).
 - For employees who this causes to move beyond the Max Rate of the 2022 Compensation Plan, a pay code will be added in the total of the amount above Max Rate. An example of a similar code that this code will be treated as is the longevity payment for employees that were receiving hired prior to January 1, 2012. This code will be paid out to the employee until the employee separates from the City.
- An employee may be assigned as a DPI Crew Leader throughout the month and if assigned to this role, will be paid an additional \$1 per hour (via a separate pay code) for hours worked as the crew leader. Crew Leaders would be assigned to lead the paving crew, sewer crew, grass cutting crews, etc. This assignment would not rise to the level of responsibility of the Team Leader, but would be accountable for the work being performed by their crew.

Attached is a data sheet with specific rate information for each employee. If approved by Personnel Committee, a Resolution will be created capturing this information and brought for Council approval in December. Thank you.

HUMAN RESOURCES

CITY HALL ▪ 900 QUAY STREET ▪ MANITOWOC, WI 54220

PHONE: (920) 686-6993 ▪ FAX: (920) 686-6999

WWW.MANITOWOC.ORG ▪ EMAIL: HUMANRESOURCES@MANITOWOC.ORG