



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, August 6, 2018

6:00 PM

Council Chambers

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#### 1. Call to Order

The meeting was called to order at 6:00 p.m.

#### 2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Nick Reimer, Jim Muenzenmeyer, Todd Blaser, Dan Koski, Kristin Stoeger, Jacob Gardner, Rhienna Gabriel, and Debbie Charney.

**Present:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

#### 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

[18-0776](#) Approval of July 2, 2018 Personnel Committee Minutes.

[18-0777](#) Review of legal fees billed out through July, 2018-Human Resources.

[18-0778](#) Report out on Health Plan Funding.

[18-0780](#) Report out of City Attorney's Initiatives August, 2018.

[18-0779](#) Report out of Human Resources Initiatives August, 2018.

#### Approval of the Consent Agenda

**Moved by Czekala, seconded by Williams, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

#### 5. Discussion and Action Items

[18-0772](#)

Out of State Travel Request-Police Dept.- Incident Response to Terrorist Bombings.

Chief Reimer explained the travel request to the committee. The Chief explained that this request is of very little cost but a big benefit to the department. Lieutenant Karl Puestow will be retiring and this is a necessity for succession planning purposes.

**Moved by Kummer, seconded by Czekala, that this out-of-state travel request be approved. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

[18-0812](#)

Residency exception request from Police Officer Jacob Gardner.

Jacob Gardner explained the 25 mile residency requirements for Police Officers within 18 months of hire and his request for an exception due to the difficult housing market.

**Moved by Czekala, seconded by Sitkiewitz, to grant a 6 mile extension to make the requirement within 31 miles away from the Public Safety Building. This motion was withdrawn.**

**Moved by Czekala, seconded by Sitkiewitz, to withdraw the first motion and to make a motion to approve a 30 minute drive time per Google Maps from a proposed site to the Public Safety Building for Officer Gardner and to forward to Council's consent agenda. The new motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

[18-0659](#)

Discuss relocation packages as a recruiting tool.

Jessie Lillibridge explained a draft policy for a relocation package that was drafted. The committee asked for some revisions to the draft policy and to bring back to the next committee meeting. No action was taken.

[18-0430](#)

Business Relationships between Community Development Department and local businesses.

Alder Rhienna Gabriel stated there was nothing new to report.

**Moved by Sitkiewitz, seconded by Czekala, that this Report be placed on file for Consent Agenda. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

## 6. Convene in Closed Session

**Moved by Czekala, seconded by Novak, to convene in closed session at 6:52 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

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:

[18-0425](#)      Manitowoc Professional Firefighters International Association of Firefighters  
Local 368 contract negotiations.

(Closed Session portion of the Minutes has been redacted.)

[18-0773](#)      Request to enter into 2019 DPW Wage Agreement with Local 662.

(Closed Session portion of the Minutes has been redacted.)

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:

[18-0774](#)      Request for a 30-day extended unpaid leave for medical reason of a full-time  
transit driver.

(Closed Session portion of the Minutes has been redacted.)

## 7. Reconvene in Open Session

[18-0425](#)      Manitowoc Professional Firefighters International Association of Firefighters  
Local 368 contract negotiations.

No action was taken.

[18-0774](#)      Request for a 30-day extended unpaid leave for medical reason of a full-time  
transit driver.

**Moved by Czekala and seconded by Williams, to approve a 60 day extension of unpaid leave and forward to Council consent agenda. The motion carried by the following vote:**

[18-0773](#)      Request to enter into 2019 DPW Wage Agreement with Local 662.

No Discussion.

**Moved by Czekala, seconded by Novak, to revise the proposed agreement to indicate that these employees will be offered a 0% base wage increase in 2019, and follow the pay scale set forth in the Employee Policy Manual and forward the agreement to Council for approval of the revised document. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

[18-0817](#)

Discussion on September, 2018 Personnel Committee meeting date.

The meeting for the month of September, 2018 will be held on Thursday, September 6, 2018.

## **8. Adjournment**

**A motion was made by Williams, seconded by Novak, to adjourn at 7:38 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Czekala, Kummer, Novak and Williams

Submitted by Jessie Lillibridge, Human Resources Director.