



City of Manitowoc

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

Meeting Agenda Personnel Committee

Monday, May 6, 2019

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, or a standing committee of that body, 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

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

REMOVAL OF CONSENT AGENDA ITEMS:

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

[19-0490](#) Approval of April 1, 2019 Personnel Committee Minutes

Attachments: [Final Meeting Minutes-04-01-2019.pdf](#)

[19-0491](#) Review of legal fees billed out through April, 2019-Human Resources

Attachments: [HR Legal Costs.pdf](#)

[19-0492](#) Report out on Health Plan Funding

Attachments: [Med Den FAR 0319.pdf](#)

[19-0493](#) Report out of Human Resources Initiatives May, 2019

Attachments: [HR Update May 2019](#)

[19-0494](#) Report out of City Attorney's Initiatives May, 2019

Attachments: [May 2019 Attorney Update.pdf](#)

APPROVAL OF CONSENT AGENDA

5. Discussion and Action Items

[19-0499](#) Request to Hire a Paid Intern from June-August, 2019 for Community Development-20 hrs/week

Attachments: [CD Intern Request to Hire](#)

[19-0390](#) Request to temporarily hire 52 firefighters (instead of 51 as authorized per resolution) to accommodate training of new candidates prior to upcoming retirement.

Attachments: [Fire email](#)

[19-0389](#) Discussion and possible action on backfill and training overlap of the Fire & Rescue Administrative Assistant position.

Attachments: [Fire email](#)

[19-0495](#) Internal Key Control Policy

Attachments: [Key Control Policy - Employee.pdf](#)
[KEY REQUEST FORM - Employees.pdf](#)

[19-0340](#) Lakeland University Corporate Partnership Agreement

Attachments: [Corporate Partnership - Lakeland University.pdf](#)
[Lakeland University-corporate-partner-brochure.pdf](#)
[City Edits to Final Corporate Partnership Agreement LU.pdf](#)

[19-0488](#) Silver Lake College-Corporate Partnership Agreement

Attachments: [Strategic Partnerships Student Information Silver Lake.pdf](#)
[Strategic-Partnership-Brochure-Silver Lake.pdf](#)
[City Edits to City of Manitowoc MOU 2019 -SLC.pdf](#)

[19-0498](#) Out of State Travel Request-City Attorney-International Municipal Lawyers Association Annual Conference-Atlanta, GA

Attachments: [Out of State Travel Request for City Attorney.pdf](#)
[IMLA Schedule.pdf](#)

[19-0489](#) Request for Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [2019 Summer Seasonal Hire of Relatives.pdf](#)

[18-1228](#) Pay for Performance and Sustainability of Compensation Plan

Attachments: [Comp plan employee distribution 12.2018 for Personnel](#)
[2018 Comp Plan rev 12.2018.pdf](#)

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:

[19-0497](#) Request to Fill a Temporary Summer Recreation Supervisor at a Recommended Rate of \$18.00/hr

Attachments: [Aquatic-Rec Duties for Interim.pdf](#)

7. Reconvene in Open Session

[19-0497](#) Request to Fill a Temporary Summer Recreation Supervisor at a Recommended Rate of \$18.00/hr

Attachments: [Aquatic-Rec Duties for Interim.pdf](#)

8. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail cityattorney@manitowoc.org at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.