



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, February 1, 2021

5:30 PM Council Chambers. Meeting also available via Remote Conferencing

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#### 1. Call to Order

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

#### 2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Nick Reimer, Stacey Groll, Kerry Peck, Todd Blaser, Scott McMeans, and Debbie Charney.

**Present:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

#### 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

- [20-1193](#) Approval of December 7, 2020 Personnel Committee Minutes
- [20-1194](#) Review of Legal Fees Billed out Through January, 2021-Human Resources
- [20-1195](#) Report out on Health Plan Funding
- [20-1197](#) Report out of Human Resources Initiatives February, 2021
- [20-1196](#) Report out of City Attorney's Initiatives February, 2021

#### Approval of the Consent Agenda

**Moved by Hansen, seconded by Sitkiewitz, to accept the Consent Agenda Items.  
The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

#### 5. Discussion and Action Items

[21-0079](#)

2021 Deputy Fire Chief Request for Approval of Job Description Revisions

Human Resources Director spoke to the committee to explain that the Fire Chief wished to make some changes to the current job description for the Deputy Fire Chief which includes renaming the position to Assistant Chief of Fire Rescue. This position was recently open due to a retirement and there was some changes to be updated within the job description to reflect those changes.

**Moved by Sitkiewitz, seconded by Hansen, that this request be accepted and referred to Council for a resolution to approve the revised job description changes. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

## 6. Convene in Closed Session

**Moved by Hansen, seconded by Sitkiewitz, to convene in closed session at 5:37 p.m. The motion carried by the following roll call vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

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:

[20-0227](#) Firefighter Bargaining

[20-0898](#) Police Contract Bargaining

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)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The specific subject matter that may be considered in closed session is:

[20-1077](#) Audit Results from Central States

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

## 7. Reconvene in Open Session

**Moved by Schlei, seconded by Sitkiewitz, to reconvene in open session at 5:53 p.m. The motion carried by the following roll call vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

[20-0227](#) Firefighter Bargaining

No discussion

[20-0898](#) Police Contract Bargaining

**Moved by Sitkiewitz, seconded by Hansen, to approve the Police contract as outlined and refer to Council for approval. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

[20-1077](#) Audit Results from Central States

No discussion

## 8. Adjournment

**Moved by Hansen, seconded by Sitkiewitz, that this meeting be adjourned at 5:56 p.m. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Bailey

Submitted by Debbie Charney, Human Resources Generalist