



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, August 7, 2023

5:30 PM Council Chambers-meeting also available via remote conferencing-Zoom

1. Call to Order

The meeting was called to order at 5:32 p.m.

2. Roll Call

Jessie Lillibridge, Nick Reimer, Eric Nycz, Steve Olson, Kyle Gulya, and Debbie Charney

Present: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

Absent: 1 - Kaderabek

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

Approval of the Consent Agenda

Moved by Vanderkin, seconded by Sitkiewitz, to accept the Consent Agenda Items as presented. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

[23-0603](#) Approval of June 5, 2023 Personnel Committee Minutes

[23-0604](#) Review of Legal Fees Billed out Through July, 2023-Human Resources

[23-0609](#) Quarterly Report out on Health Plan

[23-0605](#) Report out of Human Resources Office Initiatives August, 2023

[23-0606](#) Report out of City Attorney's Office Initiatives August, 2023

5. Discussion and Action Items

[23-0607](#)

Compensation Review and Recommendation for Municipal Court Judge

Human Resources Director, Jessie Lillibridge gave the committee some background information on the Judge's salary history and suggestions on changing the salary commencing the next term. Also had some discussion on needing to change the Judge's health insurance premium amount that the City contributes beginning in 2024.

Moved by Sitkiewitz, seconded by Vanderkin, directed Attorney's office to draft a resolution and refer to Council placing the Municipal Judge's salary on the City Compensation Plan at Grade T, at 25% of the 5-Year Rate, where the position would stay and adjust the salary annually to reflect the Market Rate. This change would be effective with the Municipal Judge's next term commencing May 1, 2024. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

Moved by Brey, seconded by Sitkiewitz, directed Attorney's office to draft a resolution and refer to Council changing the Municipal Judge's premium for health insurance to a 50/50 split. The City shall pay fifty percent (50%) of the premium for the Municipal Judge due to underwriting requirements effective January 1, 2024. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

[23-0614](#)

Resolution to Revise and Approve Transit Driver \$2000 Bonus Through 2024

There was no discussion on this item.

Moved by Sitkiewitz, seconded by Brey, that this request be approved and referred to council to revise the resolution for a \$2000 bonus for Transit Drivers through 2024 to include all newly hired Transit Drivers (full-time and part-time) and the bonus incentive be given to the Transit Driver on their first paycheck following their one-year anniversary as a Transit Driver. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

[23-0611](#)

Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

There was no discussion on this item.

Moved by Brey, seconded by Vanderkin, that this request for a resolution to hire seasonal employees related to elected officials, department heads, or supervisory personnel be approved and referred to council. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

6. Convene in Closed Session

Moved by Vanderkin, seconded by Sitkiewitz, to convene in closed session at 5:51 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

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:

[23-0185](#) Police Contract Bargaining 2024-2026

7. Reconvene in Open Session

Moved by Vanderkin, seconded by Sitkiewitz, to reconvene in open session at 6:10 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

[23-0185](#) Police Contract Bargaining 2024-2026

There was no action taken on this item.

[23-0626](#) Discuss September 2023 Meeting Date

The Committee discussed the September 2023 Personnel meeting date and will move the meeting to Thursday, September 7, 2023 at 5:30 p.m.

8. Adjournment

Moved by Brey, seconded by Sitkiewitz, that this meeting be adjourned at 6:12 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Schlei and Brey

Submitted by Debbie Charney, Human Resources Generalist