



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, August 5, 2024

5:30 PM Council Chambers-Meeting is also available via Remote
Conferencing-Zoom

1. Call to Order

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

2. Roll Call

Jessie Lillibridge, Debbie Charney, Pam Wimmer, Shawn Esslinger, and
Eric Bauer

Present: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

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

[24-1625](#) Approval of June 3, 2024 Personnel Committee Minutes

Attachments: [06-03-2024 Minutes.pdf](#)

[24-1626](#) Review of Legal Fees Billed out Through July, 2024-Human Resources

Attachments: [_OUTSIDE LEGAL COUNSEL FOR HR Costs.pdf](#)

[24-1627](#) Monthly Report out on Health Plan

Attachments: [Med MER 0624 updated 080224 no hcc.pdf](#)

[24-1628](#) Report out of Human Resource's Office Initiatives August, 2024

Attachments: [HR Update August 2024.pdf](#)

[24-1629](#) Report out of City Attorney's Office Initiatives August, 2024

Attachments: [ATTORNEY'S OFFICE UPDATE AUGUST 2024.pdf](#)

Approval of the Consent Agenda

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

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

5. Discussion and Action Items

[24-1709](#) USI Update on Benefit Plan Performance and 2025 Plan Design Recommendations

Attachments: [8-5-24 PC meeting presentation on 2025 benefits - updated.pdf](#)

Shawn Esslinger, Benefits Consultant from USI, presented to the committee an overview of 2024 plan design and some recommendations for 2025. There was no action taken on this item since it will be further discussed.

[24-1630](#) Request to Approve Revised Seasonal Pay Rates

Attachments: [2025 Seasonal Payrates-Appendix B-DRAFT-06-2024.pdf](#)
[2025 Seasonal Payrates-Appendix B-For Council-8-2024.pdf](#)

Human Resources Director Jessie Lillibridge explained that this item is brought to committee each year in preparation for budget planning to make any changes to seasonal pay rates.

Moved by Vanderkin, seconded by Brey, that this request to revise the seasonal pay rates for 2025 be approved and referred to council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

[24-1649](#) Ordinance to Amend 3.480 City Attorney

Attachments: [MEMO TO PERSONNEL RE 3.480 AMENDMENT PROPOSAL.pdf](#)
[ORDINANCE TO AMEND 3.480 CITY ATTORNEY-FINAL.pdf](#)

City Attorney Eric Nycz is requesting that this Ordinance be amended to allow discussion with other attorneys regarding City business.

Moved by Brey, seconded by Vanderkin, that this request to amend this Ordinance to allow discussion with other attorneys by the City Attorney be accepted and referred to Council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

6. Convene in Closed Session

Moved by Vanderkin, seconded by Schlei, to convene in closed session at 6:04 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

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:

[24-1358](#) Manitowoc Firefighters Local 368 Acting Captain Pay Grievance Update

Attachments: [Union request single arbitration board-3-22-24.pdf](#)

[24-1710](#) Request to Approve Side Letter Agreement-International Association of Fire Fighters-Local 368-Acting Captain Pay and Lieutenant Pay

Attachments: [side letter fire acting capt pay.pdf](#)

[24-1711](#) Manitowoc Firefighters Local 368-Appeal Chief's Denial of Grievance for Mandatory Reporting to Work

Attachments: [Memo to council from Chief re grievance 08.2024.pdf](#)

[ARTICLE 4-HOURS OF WORK.pdf](#)

[Personnel Committee Appeal Mandation Loritz.pdf](#)

[Personnel Committee Appeal Mandation Ewald.pdf](#)

[24-1712](#) Manitowoc Professional Firefighters International Association of Firefighters Local 368 Contract Negotiations-2025-2027

Attachments: [External_L368_City Bargaining.pdf](#)

(Closed Session portion of the Minutes has been redacted)

7. Reconvene in Open Session

Moved by Vanderkin, seconded by Schlei, to reconvene in open session at 6:23 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

[24-1358](#) Manitowoc Firefighters Local 368 Acting Captain Pay Grievance Update

Attachments: [Union request single arbitration board-3-22-24.pdf](#)

Moved by Vanderkin, seconded by Schlei, that the Manitowoc Firefighters Local 368 Acting Captain Pay Grievance be placed on file and referred to Council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

[24-1710](#) Request to Approve Side Letter Agreement-International Association of Fire Fighters-Local 368-Acting Captain Pay and Lieutenant Pay

Attachments: [side letter fire acting capt pay.pdf](#)

Moved by Brey, seconded by Vanderkin, to enter into the side letter with International Association of Fire Fighters-Local 368-Acting Captain pay and Lieutenant pay and refer to Council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

[24-1711](#) Manitowoc Firefighters Local 368-Appeal Chief's Denial of Grievance for Mandatory Reporting to Work

Attachments: [Memo to council from Chief re grievance 08.2024.pdf](#)

[ARTICLE 4-HOURS OF WORK.pdf](#)

[Personnel Committee Appeal Mandation Loritz.pdf](#)

[Personnel Committee Appeal Mandation Ewald.pdf](#)

Moved by Vanderkin, seconded by Schlei, recommending denying the Manitowoc Firefighters Local 368-Grievance for Mandatory Reporting to Work and refer to Council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

[24-1712](#) Manitowoc Professional Firefighters International Association of Firefighters Local 368 Contract Negotiations-2025-2027

Attachments: [External_ L368_City Bargaining.pdf](#)

No action was taken on this item

[24-1713](#) Discuss September, 2024 Meeting Date

The September 2, 2024 Personnel Committee meeting will be moved to September 5, 2024 or possibly cancel the meeting.

8. Adjournment

Moved by Vanderkin, seconded by Schlei, that this meeting be adjourned at 6:27 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Brey, Schlei, Norell and Vanderkin

Submitted by Pam Wimmer, Human Resources Assistant