



City of Manitowoc

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

Meeting Minutes - Final Personnel Committee

Monday, October 5, 2015

5:00 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 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

The meeting was called to order at 5:15 p.m.

2. ROLL CALL

Rochelle Blindauer, Steve Corbeille, Todd Blaser, Tony Dick, Alder Al Schema, Brian Helminger, Dan Koski, Gregg Kadow, Logan Baitinger, Joe Holt, Jessie Lillibridge.

Present: 4 - Hennessey, Able, McMeans and Brandel

Absent: 1 - Sladky

3. PUBLIC COMMENT

Chair Hennessey asked for Public Comment. Joe Holt gave a summary of his view of the City's plan to move away from Auxiant to Blue Priority. He suggested that the City will not be saving \$400,000 and the City will have a very narrow network. He suggested that provider disruption would be massive and that employees will not have a choice in where they can seek health care.

Joe Holt left at 5:09 p.m.

4. CONSENT AGENDA

[15-1027](#)

Approval of September 29, 2015 Personnel Committee Minutes.

- [15-1030](#) Review of legal fees billed out through Human Resources.
- [15-1031](#) Review of legal fees billed out through Attorney's Office for Municipal Court prosecution.
- [15-1032](#) Report out on Health Plan Funding.
- [15-1033](#) Report out of Human Resources Initiatives.
- [15-1034](#) Report out of City Attorney's Initiatives.

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 Brandel, seconded by Able, to approve the Consent Agenda and place reports on file. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

Alder Sladky arrived at 5:10 p.m.

Present: 5 - Hennessey, Able, McMeans, Sladky and Brandel

5. DISCUSSION AND ACTION ITEMS

- [15-1026](#) Resolution to Approve Filling the Firefighter Vacancies.

Chief Blaser asked that the Committee recommend approval to fill up to five firefighter positions due to retirements and resignations through November. The updated FVTC eligibility list was received today.

Moved by Able, seconded by Sladky, to recommend to the Council that the five firefighter positions be filled. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

- [15-1035](#) Discussion on Firefighter Residency Exception.

Logan Baitinger approached the table to request an exception to the residency requirement due to his recent marriage. His wife's home has sentimental value but is four miles out of the exception area. Alder Brandel discussed whether mileage should really be considered, and that possibly time should be considered instead. A brief discussion was held regarding whether setting a precedent was a concern.

Moved by Able, seconded by McMeans, to approve the residency exception for Mr. Baitinger as requested. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

[15-1042](#)

DPI Out-of-State Travel Request - Public Transportation Training Conference.

D. Koski requested approval for Randy Junk to attend a public transportation training conference in Minnesota from October 19-21, 2015.

Moved by Able, seconded by Sladky, to approve the travel request as presented. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

[15-1041](#)

Resolution to Approve Filling of WWTF Vacancy.

B. Helminger discussed an Operator resignation that will be effective on October 9, 2015 and asked for a approval to hire a new WWTF Operator. He spoke with his Board members individually.

Moved by Able, seconded by Sladky, to recommend to Council that the Wastewater Operator position be filled. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

Alder Sitkiewitz arrived at 5:22 p.m.

[15-1037](#)

Resolution to Approve Revised Bridgetender Job Description and Approval to Fill the Vacancy.

R. Blindauer indicated there was a slight change to the Bridgetender job description and an upcoming retirement. She requested filling the position and stated that there is an internal candidate interested.

Moved by McMeans, seconded by Brandel, to recommend to Council approval of the Bridgetender job description revisions and that the Bridgetender position be filled. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

[15-850](#)

Resolution granting HR Director and Department Head flexibility for increased PTO level.

This was tabled at an August meeting. R. Blindauer brought it back for further discussion. There were concerns about some of the annual PTO increases. Alder Able stated that PTO does have a fiscal impact and additional PTO is something that should be approved at Personnel Committee or Council level and not left up to Department Heads. Alder McMeans discussed allowing the Human Resources Director the ability to provide new employees with up to 24 additional hours of PTO upon hiring. This will be in effect until December 31, 2016.

Moved by McMeans, seconded by Hennessey, to amend the Resolution by removing "or increased PTO level up to two levels on the approved PTO schedule" and replace it with "or offer up to 24 hours of additional PTO to the current year only." The motion carried by the following vote:

Aye: 4 - Hennessey, McMeans, Sladky and Brandel

Nay: 1 - Able

Joe Holt rejoined the meeting at 5:28 p.m.

A motion was made by McMeans, seconded by Brandel, to recommend the amended Resolution be referred to Council for approval. The motion carried by the following vote:

Aye: 4 - Hennessey, McMeans, Sladky and Brandel

Nay: 1 - Able

[15-792](#) Resolution to Approve Background Check Policy.

This item was not discussed.

6. CONVENE IN CLOSED SESSION

A motion was made by Able, seconded by McMeans, to convene in closed session at 5:41 p.m. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

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:

[15-1036](#) Discussion on Possible DPW Wage Contract.

(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:

[15-1024](#) Resolution to Promote Nick Reimer to Police Chief.

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

Alder Brey arrived at 5:50 p.m.

7. RECONVENE IN OPEN SESSION

A motion was made by McMeans, seconded by Able, to reconvene in open session at 5:55 p.m. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

[15-1036](#) Discussion on Possible DPW Wage Contract.

Moved by Able, seconded by Sladky, to have Human Resources notify the Union of the City's intent to continue to grant increases that are consistent with the wage scale and policy as adopted by Council. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

[15-1024](#) Resolution to Promote Nick Reimer to Police Chief.

[15-900](#) Discussion about Benefits Consultants and RFP Process.

R. Blindauer indicated that the Committee had discussed doing an RFP for 2016 but both Human Resources and Finance are satisfied with the services from AFG, and therefore she respectfully requested approval to not issue an RFP for 2016. Alder Brandel disagreed and stated that there were gaps in the process that he was not completely satisfied with AFG's services. Alder Sladky questioned if there was a reason that an RFP could not be done. R. Blindauer indicated that AFG was the lowest bid last year and she would like to get through the changes in 2016 prior to making a change in a Benefits Consultant. Alder Able agreed that it takes more than a year for a consultant to gain the knowledge to be up to speed.

Moved by Able, seconded by Sladky, to approve not issuing an RFP for a Benefits Consultant for 2016. The motion carried by the following vote:

Aye: 3 - Hennessey, Able and Sladky

Nay: 1 - Brandel

Abstain: 1 - McMeans

[15-1029](#) Resolution to Approve and Implement a Social Media Policy.

R. Blindauer indicated that this Policy was necessary to ensure that City-related sites were protected and to limit access to sites associated with the City. Alder Able requested two changes - addition of language indicating that the Assistant to the Mayor to be added as an administrator and also have passwords. Additionally, to state that unauthorized use may be subject to removal from Committee. Alder McMeans requested that instead of stating "Assistant to the Mayor," it should instead state, "any designee of the Mayor and the Mayor." An extensive discussion ensued regarding who would be covered under this policy, the difference between an elected position and an appointed position, and whether an Alder creating a Facebook page would be subject to this policy. Alder Brey requested to speak and stated that an elected official is not a City of Manitowoc employee. Alder Brandel discussed the use of the word "elected" official in the first section of the Policy. Alder Hennessey suggested adding language about elected officials and recommended that the Policy become effective immediately.

Moved by Able, seconded by McMeans, to recommend that the Policy be amended as discussed and referred to Council. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

8. ADJOURNMENT

A motion was made by Sladky, seconded by Able, to adjourn at 6:15 p.m. The motion carried by the following vote:

Aye: 5 - Hennessey, Able, McMeans, Sladky and Brandel

Submitted by Rochelle Blindauer, Human Resources Director.