



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda Personnel Committee

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Monday, April 4, 2022

5:30 PM

Council Chambers. Meeting also available via  
**Remote Conferencing-Zoom.**

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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.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom ([www.zoom.com](http://www.zoom.com)) to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit \*6 to mute and unmute themselves.

This meeting will be held in Council Chambers and also via remote conferencing software: [www.zoom.com](http://www.zoom.com). Members of the public may call to listen in at 1-312-626-6799, Meeting ID: 874 5812 5905, Password:159263.

Those wishing to make public comment should email [dcharney@manitowoc.org](mailto:dcharney@manitowoc.org) or call 920-686-6995 with their comment no later than 12:00 p.m. Central the day of the meeting.

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.

[22-0285](#) Approval of the March 7, 2022 Personnel Committee Minutes

**Attachments:** [03-07-2022 PC Meeting Minutes.pdf](#)

[22-0286](#) Review of Legal Fees Billed out Through March, 2022-Human Resources

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

[22-0287](#) Report out of Human Resources Initiatives April, 2022

**Attachments:** [HR Update April 2022.pdf](#)

[22-0288](#) Report out of City Attorney's Initiatives April, 2022

**Attachments:** [Attorney Update April 2022.pdf](#)

#### 5. Discussion and Action Items

[22-0290](#) Request to Revise Firefighter/Paramedic Job Description

**Attachments:** [Personnel MFRD Request 3.24.22 jcl edits](#)  
[Firefighter-Paramedic 10057-Rev 04-2022-DRAFT](#)

[22-0200](#) Request to Approve Sick Leave Policy and PTO Language Revisions

**Attachments:** [Memo to Council re Sick Leave PTO revisions 04.2022 .pdf](#)  
[2022 Sick Leave- PTO Changes Recommendation rev 2.pdf](#)

[22-0289](#) Request to Approve Employee Policy Manual Revisions-April, 2022

**Attachments:** [Memo to Council re EPM Revisions 04.2022 \(002\).pdf](#)  
[Revised EPM-04.2022 with tracked changes for Council approval.pdf](#)

[22-0294](#) Resignation Notice of Finance Director Alfred

**Attachments:** [Alfred Resignation 03.2022.pdf](#)

[22-0293](#) Resignation Notice of City Attorney McDaniel

**Attachments:** [McDaniel Notice of Resignation.pdf](#)

## 6. 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](mailto: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.