City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, April 3, 2017 | **6:00 PM** | **Council Chambers**

1. Call to Order

The meeting was called to order at 6:00 PM

2. Roll Call

Jessie Lillibridge, Dan Koski, Attorney Kathleen McDaniel, Todd Blaser, Scott McMeans, and Debbie Charney.

Present: 5 - Sitkiewitz, Sladky, Howe, Brey and Able

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

17-0330 Approval of March 6, 2017 Personnel Committee Minutes.

17-0331 Review of legal fees billed out through March 2017-Human Resources.

17-0332 Report out of Human Resources Initiatives April, 2017.

17-0333 Report out of City Attorney's Initiatives April, 2017.

Approval of the Consent Agenda

Moved by Brey, seconded by Able, to accept the Consent Agenda items. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Sladky, Howe, Brey and Able

5. Discussion and Action Items

17-0329 Review of market analysis of WWTF Superintendent salary by Carlson Dettmann.

Jessie Lillibridge explained that Carlson Dettmann did a review on the WWTF Superintendent position. The recommendation was to increase the wage by approximately 4.5% and put it between Grade O and Grade P of our compensation plan.

17-0370 WWTF Superintendent recruitment process.

Did not discuss.

6. Convene In Closed Session

A motion was made by Brey, seconded by Howe, to convene in closed session at 6:07 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Sladky, Howe, Brey and Able

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:

17-0370 WWTF Superintendent recruitment process.

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

7. Reconvene In Open Session

A motion was made by Alderperson Christopher Able, seconded by Vice Chair Jason Sladky, to reconvene in open session at 7:02 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Sladky, Howe, Brey and Able

17-0370 WWTF Superintendent recruitment process.

No discussion

17-0329 Review of market analysis of WWTF Superintendent salary by Carlson Dettmann.

Moved by Able, seconded by Brey, to adopt the wages recommended by Carlson Dettmann for step 1-12 for the WWTF Superintendent positon. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Sladky, Brey and Able

Nay: 1 - Howe

8. Adjournment

A motion was made by Vice Chair Jason Sladky, seconded by Alderperson Christopher Able, to adjourn at 7:05 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Sladky, Howe, Brey and Able

Submitted by Jessie Lillibridge, Human Resources Director