



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, October 6, 2025

5:30 PM Council Chambers. Meeting also available via remote  
Conferencing-Zoom

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#### 1. Call to Order

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

#### 2. Roll Call

Jessie Lillibridge, Eric Nycz, Shawn Alfred, Tera Nelson, Lisa Manske, Todd Blaser, Dan Koski, Kyle Gulya, Ben Kraynek, Justin Nickels, Ben Molnar, Ben Riesterer, Brent McDonald, and Debbie Charney.

**Present:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

#### 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

[25-0691](#) Approval of September 4, 2025 Personnel Committee Minutes

[25-0692](#) Review of Legal Fees Billed out Through September, 2025-Human Resources

[25-0693](#) Monthly Report out on Health Plan

[25-0694](#) Report out of Human Resource's Office Initiatives October, 2025

[25-0695](#) Report out of City Attorney's Office Initiatives October, 2025

Approval of the Consent Agenda

**Moved by Cummings, seconded by Beeman, to accept the Consent Agenda items as presented. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

## 5. Discussion and Action Items

[25-0696](#)

### Recommendations from McClone for 2026 Benefit Plan

Human Resources Director Jessie Lillibridge gave a brief overview of the proposed changes for the 2026 benefit plan. Tera Nelson, the City's representative from McClone, also spoke to the committee and answered questions. There was no action on this item but it will be placed on the Council agenda for October 20, 2025 if finalized at that time.

[25-0697](#)

### Annual Reporting from Salary Survey for Compensation Plan Adjustment

Human Resources Director Jessie Lillibridge gave an update of the numbers that came in from the annual salary survey from the Wisconsin Fox Valley-Northeast Region Wage Survey Report which was 2.7% for both exempt and non-exempt employees for 2025. There was no action taken on this item.

[25-0698](#)

### Exit Interview Data Summary

Human Resources Director Jessie Lillibridge gave an overview of the data gathered from exit interviews since January 1, 2025. There was no action taken on this item.

[25-0699](#)

### Committee Budget Directives to the Mayor

Alder Eric Sitkiewitz explained to the committee that this item is brought forward each year for the committee to let the Mayor know of their budget directives, if any, for the upcoming budget year. There was no discussion or action taken on this item.

[25-0711](#)

### Police Contract Bargaining 2027-2029

There was no discussion or action taken on this item.

[25-0352](#)

### Teamsters Local No. 662 Transit Contract Negotiations

There was no discussion or action taken on this item.

[25-0710](#)

### Fire Department Schedule Request Update-48/96

There was no discussion or action taken on this item.

## 6. Convene in Closed Session

**Moved by Cummings, seconded by Beeman, to convene in closed session at 5:45 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

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:

- [25-0711](#) Police Contract Bargaining 2027-2029
- [25-0352](#) Teamsters Local No. 662 Transit Contract Negotiations
- [25-0710](#) Fire Department Schedule Request Update-48/96

(Closed Session portion of the Minutes has been redacted)

## 7. Reconvene in Open Session

**Moved by Cummings, seconded by Beeman, to reconvene in open session at 6:36 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

- [25-0711](#) Police Contract Bargaining 2027-2029

The committee has instructed the Human Resources Director to start the process after receiving the official letter to open negotiations. There was no action taken on this item.

- [25-0352](#) Teamsters Local No. 662 Transit Contract Negotiations

There was no discussion or action taken on this item.

- [25-0710](#) Fire Department Schedule Request Update-48/96

The committee has instructed administration to work with legal to finish up the side letter and have it ready for Council meeting on October 20, 2025. There was no action taken on this item.

## 8. Adjournment

**Moved by Cummings, seconded by Beeman, that this meeting be adjourned at 6:39 p.m. The motion carried by the following vote:**

**Aye:** 5 - Sitkiewitz, Norell, Beeman, Cummings and Dunbar

Submitted by Debbie Charney, Human Resources Generalist