



City of Manitowoc

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

Meeting Agenda Personnel Committee

Monday, November 7, 2016

6:00 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
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.

[16-1021](#) Approval of October 3, 2016 Personnel Committee Minutes.

Attachments: [Minutes 10-03-2016](#)

[16-1022](#) Review of legal fees billed out through Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR Costs](#)

[16-1023](#) Report out on Health Plan Funding.

Attachments: [Med Den FAR 0916](#)

[16-1024](#) Report out of Human Resources Initiatives.

Attachments: [HR Update Nov 2016](#)

[16-1025](#) Report out of City Attorney's Initiatives.

Attachments: [November Update-City Attorney Office](#)

APPROVAL OF CONSENT AGENDA

5. DISCUSSION AND ACTION ITEMS

[16-1012](#) Request to advertise and fill Bridgetender position due to retirement.

Attachments: [Bridgetender-Operations JD 10.2015](#)

[16-1014](#) Request to backfill vacant WWTF Operator positions up to the budgeted amount through 2017.

Attachments: [Operator JD 4.2013](#)

[16-1013](#) Discussion and possible action on Transit Department re-organization.

Attachments: [Full Time Transit Operations Supervisor Justification Report 2017](#)
[Transit Operations Supervisor - DRAFT](#)
[Transit Clerk II JD 4.2013](#)

[16-1015](#) Request to backfill the Mayor's Administrative Assistant position due to resignation.

Attachments: [Mayor Assistant 9.8.14](#)

[16-1016](#) Discussion and possible action on increasing Mayoral salary beginning in April, 2017.

Attachments: [Mayor Salary Ord 2012-2016](#)

[16-1018](#) Discussion and possible action on the wages and age requirements of seasonal positions.

Attachments: [Lifeguard JD 4.2013](#)
[Parks seasonal labor and maintenance](#)
[Seasonal Pay Chart MAYOR RECOMMENDED 2017](#)

[16-1019](#) Discussion on 2017 Budget.

6. CONVENE IN CLOSED SESSION

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:

[16-1020](#) Discussion and review of select 2015 performance reviews as related to pay-for-performance.

[16-0821](#) Transit Grievance - Teamsters No. 662.

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:

[16-0821](#) Transit Grievance - Teamsters No. 662.

[16-1001](#) Request to Enter into 2017 DPW Wage Agreement with Local 662.

Attachments: [2017 DPW Teamsters Request for Wage increase](#)

7. RECONVENE IN OPEN SESSION

[16-1017](#) Discussion and possible action on pay-for-performance and funding.

Attachments: [Performance Review Form 2016docx](#)
[2016 Compensation Step Plan](#)

[16-0821](#) Transit Grievance - Teamsters No. 662.

[16-1001](#) Request to Enter into 2017 DPW Wage Agreement with Local 662.

Attachments: [2017 DPW Teamsters Request for Wage increase](#)

8. ADJOURNMENT

If you need accommodations for this meeting, please notify the City Clerk's office at least 48 hours in advance of the meeting (or as soon as possible after the meeting is posted, if posted less than 48 hours prior to the meeting time) at 920-686-6950. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.