



City of Manitowoc

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

Meeting Agenda

Personnel Committee

Wednesday, November 11, 2020

5:30 PM

Council Chambers. Meeting also available via
Remote Conferencing

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 will be held in Council Chambers and is also being conducted via remote conferencing software. Members of the public may call to listen in at 1-312-626-6799 , Meeting ID: 835 8640 9987, Password:677594.

Those wishing to make public comment should email dcharney@manitowoc.org or call 686-6995 with their comment no later than 3:00 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

[20-0962](#) Approval of September 8, 2020 Personnel Committee Minutes

Attachments: [09-08-2020-Meeting Minutes.pdf](#)

[20-0963](#) Review of Legal Fees Billed out Through October, 2020-Human Resources

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

[20-0964](#) Report out on Health Plan Funding

Attachments: [Med Den FAR 0920.pdf](#)

[20-0965](#) Report out of Human Resources Initiatives November, 2020

Attachments: [HR Update November 2020 .pdf](#)

[20-0966](#) Report out of City Attorney's Initiatives November, 2020

Attachments: [Nov 2020 Attorney Update.pdf](#)

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.

5. Discussion and Action Items

[20-1072](#) Approval of Transit Driver Team Leader Job Description

Attachments: [MEMO for Personnel Committee - Team Lead.pdf](#)
[Transit Driver TEAM LEADER 7.27.20 .pdf](#)

[20-1074](#) Request for Resolution to Approve Offering a \$500 Sign-On Bonus to Newly Hired Part-Time Transit Drivers for 2021 with a Pro-Rated Payback if the New Hire Did Not Retain Continued Employment with the City of Up to One Year From the Date of Hire

Attachments: [MEMO for Personnel Committee - \\$500 Sign-on Bonus.pdf](#)
[Res to approve PT Transit Driver \\$500 bonus 2021.pdf](#)

[20-1075](#) Request for Resolution to Hire B&G Maintenance Mechanic Related to Elected Officials, Department Heads, or Supervisory Personnel

Attachments: [Res to hire Ted Marcelle as Bldgs. Grounds Mechanic 11-16-2020 edits.pdf](#)

[20-1073](#) Request to Backfill Vacant Positions up to the Budgeted Amount Through 2021 for Transit Drivers, Police Officers, Firefighters, WWTF Operators, Seasonals, and DPI Laborers.

Attachments: [Res fill vacant Transit Drivers Police Officers Firefighters DPI Laborers 2021.pdf](#)
[Transit Driver PT March 2020.pdf](#)
[Police Officer JD 6.2016.pdf](#)
[Firefighter Paramedic MFD JD 4.2013.pdf](#)
[Operator-WWTF- Job description.pdf](#)
[DPI Laborer 1.2018.pdf](#)

[20-1076](#) Approval of Revised Pandemic Response Protocols Policy

Attachments: [Memo PC Pandemic Policy 11.2020.pdf](#)
[Revised Pandemic Protocols - City of Manitowoc-Revised-11.2020.pdf](#)

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)(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:

[20-0898](#) Police Contract Bargaining

[20-0227](#) Firefighter Bargaining

Attachments: [Fire Bargaining Costs 2018 to Date.pdf](#)
[2019 Wage Information.pdf](#)

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)(g) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved.

The specific subject matter that may be considered in closed session is:

[20-1077](#) Audit Results from Central States

Attachments: [Audit Letter 102920 .pdf](#)
[Email Central States Audit.pdf](#)
[Status Codes List.pdf](#)

7. Reconvene in Open Session

[20-0898](#) Police Contract Bargaining

[20-0227](#) Firefighter Bargaining

Attachments: [Fire Bargaining Costs 2018 to Date.pdf](#)
[2019 Wage Information.pdf](#)

[20-1077](#) Audit Results from Central States

Attachments: [Audit Letter 102920 .pdf](#)
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8. 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 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.