



# City of Manitowoc

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

## Meeting Minutes - Final Personnel Committee

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Monday, August 11, 2014

5:00 PM

Common Council Chambers

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### 1. CALL TO ORDER

### 2. ROLL CALL

*Bridget Brennan, Todd Blaser, Kathleen McDaniel, Rochelle Blindauer, Dan Koski,  
Cherilyn Stewart, Jane Rhode*

**Present:** 4 - Hennessey, Schema, Sitkiewitz and McMeans

**Absent:** 1 - 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

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.

[14-1613](#) Approval of July 30th, 2014 Personnel Committee Minutes.

[14-1614](#) Review of legal fees billed out through Human Resources.

[14-1615](#) Review of legal fees billed out through Attorney's Office for Municipal Court prosecution.

[14-1616](#) Report out on Health Plan Funding.

#### APPROVAL OF CONSENT AGENDA

**A motion was made by Sitkiewitz, seconded by McMeans, to approve the Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Hennessey, Schema, Sitkiewitz and McMeans

## 5. DISCUSSION AND ACTION ITEMS

[14-1611](#)

Request for out-of-state travel for the Zoo Curator of Animals to pick up a baby cougar in North Carolina.

*Dan Koski reported that his department has been working with the North Carolina Zoo to acquire an additional cougar, and in July their representatives visited and evaluated our Zoo. We were chosen to receive a baby cougar, with the requirement that the City's Curator of Animals (Kathy Schema) fly out to the North Carolina Zoo on Wednesday, August 13th, to attend a one-day workshop on conducting animal conditioning and behavioral analysis, followed by additional training the next day. The North Carolina Zoo will cover the costs of training, lodging and travel to and from the airport, as well as airfare for a member of their staff to fly the baby cougar to our Zoo. The City's Zoological Society will fund Kathy's airfare. The only cost for the City is Kathy's meals. Alder Hennessey expressed appreciation to Dan Koski. Dan Koski advised that due to time constraints, Alder Sladky, Parks and Recreation Committee Chair and Alder Keith Shaw, Zoological Board, have both been made aware of this request.*

**Moved by McMeans, seconded by Sitkiewitz, that this Request be approved, with a \$50.00 per diem meal allowance for Kathy Schema. The motion carried by the following vote:**

**Aye:** 3 - Hennessey, Sitkiewitz and McMeans

**Abstain:** 1 - Schema

[14-1612](#)

Request from the Police Chief to fill budgeted Police Officer positions as they become vacant through the remainder of 2014.

*Deputy Police Chief Bridget Brennan advised that there currently is one police officer vacancy, with two more expected by the end of the year. Interviews will be held August 27th and 28th.*

**Moved by Sitkiewitz, seconded by Schema, that this Request be approved. The motion carried by the following vote:**

**Aye:** 4 - Hennessey, Schema, Sitkiewitz and McMeans

## 6. SCHEDULE NEXT MEETING

*Next meeting scheduled for Monday, September 8th, 2014 at 5:00 p.m.*

## 7. ADJOURNMENT

**Moved by Sitkiewitz, seconded by Schema, to adjourn at 5:07 p.m. The motion carried by the following vote:**

**Aye:** 4 - Hennessey, Schema, Sitkiewitz and McMeans

Submitted by Rochelle Blindauer, Human Resources Director