



City of Manitowoc

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

Meeting Minutes - Final Personnel Committee

Monday, August 3, 2015

5:00 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

The meeting was called to order at 5:00 p.m.

2. ROLL CALL

Rochelle Blindauer, Kathleen McDaniel, Todd Blaser, Steve Olson, Steve Corbeille, Rich Koch, Richard Luebke, Robert Brey, Tracy Wehner, Jay Scott, Shawn Esslinger, Beth Kirchman, Jessie Lillibridge

Present: 4 - Hennessey, Able, McMeans and Brandel

Absent: 1 - Sladky

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.

[15-796](#)

Approval of July 6 and July 20, 2015 Personnel Committee Minutes.

[15-797](#)

Review of legal fees billed out through Human Resources.

- [15-798](#) Review of legal fees billed out through Attorney's Office for Municipal Court prosecution.
- [15-799](#) Report out on Health Plan Funding.
- [15-800](#) Report out of Human Resources Initiatives.
- [15-801](#) Report out of City Attorney's Initiatives.

Approval of the Consent Agenda

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

Aye: 4 - Hennessey, Able, McMeans and Brandel

5. DISCUSSION AND ACTION ITEMS

- [15-794](#) Benefits Request for Proposal - AFG Presentation.

Jay Scott, AFG, presented their proposal to the Committee. He indicated that they would not be looking for any formal action at this meeting. AFG sent a financial RFP for a new TPA along with a new network in 2016. He discussed the results of the RFP. Being self-insured with Anthem/Blue Cross using their narrow network would be the most cost-effective decision. A lengthy discussion ensued on the cost savings of the proposed plan, administrative fees, services provided by each TPA, differences in each plan, and network providers under each plan. Jay Scott requested direction from the Committee as to how to proceed. The Committee asked that a more comprehensive report be presented at the September meeting.

Jim Muenzenmeyer arrived at 5:20 p.m.

Richard Luebke left the meeting at 5:25 p.m.

Jay Scott, Shawn Esslinger, and Rich Koch left the meeting at 5:31 p.m.

This Proposal was discussed

6. CONVENE IN CLOSED SESSION

A motion was made by Alder Able, seconded by Alder McMeans, to convene in closed session at 5:31 p.m. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

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:

[15-790](#) Transit Grievance.

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

7. RECONVENE IN OPEN SESSION

A motion was made by Alder Able, seconded by Alder McMeans, to reconvene in open session at 6:25 p.m.. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

[15-790](#) Transit Grievance.

Alder Able asked to be recused from the vote.

Moved by Alder McMeans, seconded by Alder Brandel, to uphold the suspension with the reinstatement of the holiday pay. The motion carried by the following vote:

Aye: 3 - Hennessey, McMeans and Brandel

Abstain: 1 - Able

Tracy Wehner, Robert Brey, and Beth Kirchman left the meeting at 6:28 p.m.

[15-791](#) Travel Request - LEAN Enterprise Institute.

A travel request was submitted requesting that Steve Corbeille and Jim Muenzenmeyer be authorized to attend a LEAN training event in Minneapolis on September 15 & 16, 2015. The funds for this training and travel will be provided by the Mayor's budgeted LEAN account. A brief discussion ensued on the Committee's expectations that the attendees would bring back knowledge on how to improve the LEAN processes in place at the City of Manitowoc.

Moved by Alder McMeans, seconded by Alder Able, that this travel request be approved. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

Steve Corbeille and Jim Muenzenmeyer left the meeting at 6:30 p.m.

Todd Blaser left the meeting at 6:35 p.m.

[15-809](#) Wage Review for Municipal Court Judge.

Rochelle Blindauer updated the Committee that that last pay increase for the Municipal Judge was in 2009. Judge Olson is up for re-election in 2016. He explained why he should get an increase. Municipal Court is more than just Tuesday afternoons, he has meetings at City Hall several times a week. The Judge's salary is determined by Resolution. Discussion ensued on whether an increase would be appropriate. A lengthy discussion

ensued with the recommendation to Council to increase the Judge's salary at the beginning of next term. Alder Able moved to increase the Judge's pay to \$1,975 per month at the beginning of the next term (May 1, 2016). Chair Hennessey proposed an amendment to the motion, adding that the pay increase to \$2,024 per month on May 1, 2018. Alder McMeans expressed opposition to the proposed, mid-term increase.

Moved by Able, seconded by McMeans, to recommend to the City Attorney to draft a Resolution to increase the pay of Municipal Court Judge to \$1,975 per month effective May 1, 2016, and to \$2,024 per month effective May 1, 2018. The motion carried by the following vote:

Aye: 3 - Hennessey, Able and Brandel

Nay: 1 - McMeans

Judge Olson left the meeting at 7:00 p.m.

15-697

Training, Membership and Tuition Reimbursement Policy.

Rochelle Blindauer updated the Committee that she wanted this stand-alone Policy to encompass several topics. The \$16,000 cap was removed from the Policy but will be the budgeted amount for 2016. There were a few other minor changes since the Policy was introduced in July. Alder McMeans suggested that a change be made that training funds come out of the departmental budgets.

Moved by Alder Able, seconded by Alder McMeans, to recommend adoption of the Policy effective with the 2016 budget. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

15-795

DPI Administrative Assistant Reclassification/Revised Job Description.

Rochelle Blindauer explained that changes were made to the job description for the DPI Administrative Assistant. Due to the changes, Carlson Dettmann determined that the DPI Administrative Assistant should move to Grade H. This would move the incumbent to Step 1 of Grade H.

Moved by Alder Able, seconded by Alder McMeans, to recommend approval and adoption of the reclassification of the DPI Administrative Assistant and revised job description and request the City Attorney to draft a Resolution. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel

8. ADJOURNMENT

A motion was made by Alder Able, seconded by Alder Brandel, to adjourn the meeting at 7:09 p.m. The motion carried by the following vote:

Aye: 4 - Hennessey, Able, McMeans and Brandel