



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, October 2, 2017

6:00 PM

Council Chambers

1. Call to Order

The meeting was called to order at 6:00 P.M.

2. Roll Call

Jessie Lillibridge, Dan Koski, Attorney Kathleen McDaniel, Todd Blaser, Steve Corbeille, Jim Muenzenmeyer, Chad Scheinoha, Mike Jaeger, Karen Dorow, Dave Vorpahl, Jay Scott, and Debbie Charney.

Present: 4 - Sitkiewitz, Czekala, Novak and Gabriel

Absent: 1 - Kummer

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: Alder Gabriel requested to have pulled: 17-0985 Report out of Human Resources Initiatives October, 2017.

[17-0982](#) Approval of September 7, 2017 Personnel Committee Minutes.

[17-0983](#) Review of legal fees billed out through September 2017-Human Resources.

[17-0984](#) Report out on Health Plan Funding.

[17-0986](#) Report out of City Attorney's Initiatives October, 2017.

APPROVAL OF CONSENT AGENDA

Moved by Gabriel, seconded by Novak, to accept the Consent Agenda items. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

5. Discussion and Action Items

[17-0985](#)

Report out of Human Resources Initiatives October, 2017.

Alder Gabriel asked Jessie Lillibridge to explain a Spot Award, which Lillibridge explained is employee recognition for going above and beyond.

[17-0980](#)

Discussion and Possible Action on 2018 Health Care Plan-ABRC

Jay Scott from ABRC made a presentation to committee on the recommendations for 2018 Health Care implementation. Steve Corbeille explained to the committee that the City is self-insured and ABRC makes recommendations to the City. Jessie Lillibridge explained that open enrollment is at the end of October and deductions for premiums are made a month ahead so stressed the need to get rates locked in. Scott stated there would be a 2.6 % annual increase over a 5 year period.

Moved by Gabriel, seconded by Czekala, to move forward with health care recommendations for 2018 and refer to Council. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

[17-0981](#)

Resolution to Backfill WWTF Electrician Position Prior to Current Employee Retirement

Mike Jaeger approached the table to explain to the committee that the previous electrician retired in 2009 and they hired the current electrician with a 4-5 month overlap for proper training. Jaeger is asking for the same action with our current WWTF Electrician retiring at the end of March, 2018.

Moved by Gabriel, seconded by Novak, to approve the backfill with an overlap for training purposes and forward onto Public Infrastructure Committee. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

[17-0979](#)

DPI Re-Organization due to Retirement October, 2017

Dan Koski approached the table to explain re-structure of the DPI due to a retirement of a supervisor role. Koski explained the goals of the re-structure to keep budget neutral. Different scenarios. The primary advantages to the change include better coordination of staff with a shared labor pool, more standardized job descriptions, centralizing functions, easy implementation and budget feasible.

Moved by Gabriel, seconded by Czekala, to approve the re-structure of DPI and forward onto Public Infrastructure Committee for approval. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

6. Convene in Closed Session

A motion was made by Novak, seconded by Gabriel, to convene in closed session at 6:49 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

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:

[17-0987](#) Teamsters No. 662 2017-2019 Bargaining Agreement

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

7. Reconvene in Open Session

A motion was made by Novak, seconded by Sitkiewitz, to reconvene in open session at 6:55 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

[17-0979](#) DPI Re-Organization due to Retirement October, 2017

No discussion

[17-0987](#) Teamsters No. 662 2017-2019 Bargaining Agreement

Moved by Gabriel, seconded by Novak, to recommend to Council entering into this agreement. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

8. Adjournment

A motion was made by Gabriel, seconded by Novak, to adjourn at 6:56 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Czekala, Novak and Gabriel

Submitted by Jessie Lillibridge, Human Resources Director