



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, April 1, 2019

5:30 PM

Council Chambers

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#### 1. Call to Order

The meeting was called to order at 5:30 p.m.

#### 2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Amy Eisenschink, Rhienna Gabriel, Jim Brey, Todd Blaser, Nick Reimer, Justin Nickels, Dan Koski and Debbie Charney.

**Present:** 4 - Sitkiewitz, Kummer, Novak and Williams

**Absent:** 1 - Czekala

#### 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

- [19-0318](#) Approval of March 4, 2019 Personnel Committee Minutes
- [19-0319](#) Review of legal fees billed out through March, 2019-Human Resources
- [19-0320](#) Report out on Health Plan Funding
- [19-0321](#) Report out of Human Resources Initiatives April, 2019
- [19-0322](#) Report out of City Attorney's Initiatives April, 2019

APPROVAL OF CONSENT AGENDA

**A motion was made by Novak, seconded by Williams, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

## 5. Discussion and Action Items

[19-0325](#) Out of State Travel Request-Fire Department-Washington D.C. -April 23-26, 2019

No discussion

**Moved by Kummer, seconded by Novak, that this Request be approved for consent agenda. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

[19-0324](#) Out of State Travel Request-Police Department-Atlanta, GA-June 11-13, 2019

No discussion

**Moved by Kummer, seconded by Novak, that this Request be accepted for Consent Agenda. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

[19-0323](#) Memo of Understanding-Police Department Lateral Transfers

Police Chief Reimer explained the current difficulties recruiting Police Officers with experience. Other departments are currently doing lateral transfers, in which they hire officers with experience at another department to come and work for the City of Manitowoc. This lateral transfer allows us to offer them the same pay and vacation that they currently have in their job to attract the experienced Officers.

**Moved by Novak, seconded by Williams, to accept this request for implementation of lateral transfers for Police Officers and refer to Council. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

[19-0327](#) Memo of Understanding-Police Department-Training Academy Working Conditions

Police Chief Reimer explained that 20 years ago it was common for recruits to get hired by the Manitowoc Police Department before attending recruit academy. Other departments are currently sponsoring recruits to attend the academy. Tech school takes those sponsored first. The Police Department is requesting to hire recruits and pay them a reduced rate of \$20/hour and send them to the Academy. The recruit gets reimbursed from State for travel, tuition and meals so this does not come out of the Police Department's budget. It is not advantageous to wait until after the academy because the best candidates have already been hired by their sponsoring departments.

**Moved by Novak, seconded by Williams, to accept this request for implementation of Police Department Training Academy for Police Officers and refer to Council. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

[19-0340](#) Lakeland University Corporate Partnership Agreement

HR Director Lillibridge explained that employees requested that the City consider going into a Corporate Partnership Agreement with Lakeland University. This program would allow the student to receive a 20 percent tuition discount as a returning student and a 10 percent for graduate students. The City's role in this partnership would be to confirm each semester that the student is a City employee and ensure that employees know that the program is available. It would be a continuous agreement that would roll over each year unless we chose to cancel it or Lakeland chose to discontinue it. Lakeland would put the City of Manitowoc on their website as a partner. Alder Kummer asked Lillibridge if she reached out to Silver Lake College to see if they have a program like this. Lillibridge was advised to reach out and come back to committee next month with more info.

[18-1228](#) Pay for Performance and Sustainability of Compensation Plan

Alder Sitkiewitz explained that Mayor Nickels and HR Director Lillibridge had a meeting last week and are scheduled to meet again in two weeks. This will be brought back for next month's agenda.

[19-0139](#) Amendments to Code of Ethics, Council Rules, and Council Code of Conduct

Attorney McDaniel informed the committee of the few changes that were made to the policies since last month's meeting.

**Moved by Novak, seconded by Williams, to approve the amendments and refer to Council. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

[19-0326](#) Request from Alder Gabriel to address Council and City Employee Code of Conduct

Alder Sitkiewitz explains that Alder Gabriel's request to add this to closed session was discussed with the City Attorney to verify if there was merit to put into closed session. There was not so the request was modified to be discussed in open session. Alder Gabriel explained that she is concerned with the processes and why they are not being followed. Gabriel gave an example of the order of information reporting with media. She stated that there is a process for constituents and committees, however, it seems that the press is reporting things before they have been verified. Alder Gabriel stated that she brought it up and does not expect anyone to do anything but wants a discussion. Alder Novak asked Gabriel for an example to start the discussion since it was unclear what she was asking to discuss. Gabriel stated that it was reported in the press that there was a Campaign Finance

indiscretion but the Board of Ethics had not yet reviewed it. Sitkiewitz stated that as chairman of the Ethics Board he had consulted with the City Attorney to see what the next steps would be but there is no conclusion since the Board has not met yet.

**Moved by Kummer, seconded by Novak, that this request be placed on file. The motion carried by the following vote:**

## **6. Adjournment**

**A motion was made by Novak, seconded by Williams, to adjourn at 5:55 p.m. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Kummer, Novak and Williams

Submitted by Jessie Lillibridge, Human Resources Director