



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, May 4, 2020

6:00 PM

Meeting will be held via Remote Conferencing

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#### 1. Call to Order

The meeting was called to order at 6:00 p.m.

#### 2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Todd Blaser, Dan Koski, Justin Nickels, Amanda DeValk, Jeremiah Novak, John Brunner, Nick Reimer, Steve Corbeille, and Debbie Charney. Alder Bill Schlei was not present for roll call but did join the meeting after roll call.

**Present:** 4 - Czekala, Sitkiewitz, Hansen and Lotz

**Excused:** 1 - Schlei

#### 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

[20-0346](#) Approval of March 2, 2020 Personnel Committee Minutes

[20-0347](#) Review of legal fees billed out through April, 2020-Human Resources

[20-0348](#) Report out on Health Plan Funding

[20-0349](#) Report out of Human Resources Initiatives May, 2020

[20-0350](#) Report out of City Attorney's Initiatives May, 2020

#### Approval of the Consent Agenda

**Moved by Sitkiewitz, seconded by Hansen, to accept the Consent Agenda Items and recommendations of the various committees. The motion carried by the following vote:**

**Aye:** 4 - Czekala, Sitkiewitz, Hansen and Lotz

Excused: 1 - Schlei

## 5. Discussion and Action Items

### [20-0351](#)

Residency Exception Request from Police Officer Amanda DeValk

Police Officer Amanda DeValk spoke to the committee explaining her request to be granted an exception from the contractual requirement of living within 25 miles from the police department. DeValk wishes to move to the town of Sobieski which is north of Green Bay. This would put her 48 miles from the police department. There was discussion from the committee on this item.

**Moved by Sitkiewitz, seconded by Czekala, to deny the residency exception request made by Officer DeValk. The motion failed by the following vote:**

**Aye:** 2 - Czekala and Sitkiewitz

**Nay:** 3 - Hansen, Schlei and Lotz

**Moved by Hansen, seconded by Lotz, to approve the request for a residency exception request made by Officer DeValk. The motion carried by the following vote:**

**Aye:** 3 - Hansen, Schlei and Lotz

**Nay:** 2 - Czekala and Sitkiewitz

### [20-0352](#)

Recommendation and approval of Benefits Consultant for 3-year terms beginning on January 1, 2021

Human Resources Director, Jessie Lillibridge explained to the committee that three years ago there was an RFP for a benefit consultant and at that time ABRC was selected. The committee requested that an RFP be done once again in 2020. There were four proposals received and two companies were interviewed by a committee of four. The interview committee is recommending ABRC once again for the three year term beginning January 2021.

**Moved by Sitkiewitz, seconded by Hansen, to approve and refer to council giving the requested authority to the HR Director and Finance Director to sign an agreement with ABRC (Benefits Broker) for a 3 year contract starting in January of 2021. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Lotz

### [20-0437](#)

Hiring Freeze

Mayor Justin Nickels explained to the committee that this is a proactive move to keep employees working and we have a strong budget right now. Due to uncertainty about what will happen at the State level and how it will impact the 2021-2022 budget. Sworn officers would be exempt from this as well as department heads. Internal promotions or filling of any other key

position may be considered as needed through the remainder of 2020. The committee directed the City Attorney to draft a resolution for the upcoming Council meeting.

## 6. Convene in Closed Session

**Moved by Sitkiewitz, seconded by Lotz, to convene in closed session at 6:39 p.m. The motion carried by the following vote: The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Lotz

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:

[19-0618](#) Teamsters Local No. 662 Transit Contract Negotiations

[20-0227](#) Firefighter Bargaining

[20-0436](#) Police Contract Bargaining

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:

[19-0975](#) DWD Complaint

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

## 7. Reconvene in Open Session

**Moved by Hansen, seconded by Schlei, to reconvene in open session at 7:05 p.m. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Lotz

[19-0618](#) Teamsters Local No. 662 Transit Contract Negotiations

No discussion

[20-0227](#) Firefighter Bargaining

No discussion

[20-0436](#)

Police Contract Bargaining

No discussion

[19-0975](#)

DWD Complaint

No discussion

[20-0431](#)

Designation of Committee Member to Bargaining Committee

There was some discussion on having a member of the council join the bargaining committee as there is no longer a representative on the committee. Alder Czekala said he would reach out to council members individually and have discussions to see who may be able to commit to that role.

**This Report was referred to the Common Council**

## 8. Adjournment

**Moved by Czekala, seconded by Sitkiewitz, that this meeting be adjourned at 7:05 p.m. The motion carried by the following vote:**

**Aye:** 5 - Czekala, Sitkiewitz, Hansen, Schlei and Lotz

Submitted by Debbie Charney, Human Resources Generalist