



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, January 3, 2022

5:30 PM Council Chambers. Meeting also available via Remote Conferencing-Zoom

1. Call to Order

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

2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Justin Nickels, Nick Reimer, Amy Eisenschink, and Debbie Charney

Present: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

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

[21-1235](#) Approval of the December 6, 2021 Personnel Committee Minutes

[21-1236](#) Review of Legal Fees Billed out Through December, 2021-Human Resources

[21-1237](#) Report out on Health Plan Funding

[21-1238](#) Report out of Human Resources Initiatives January, 2022

[21-1239](#) Report out of City Attorney's Initiatives January, 2022

Approval of the Consent Agenda

Moved by Cummings, seconded by Schlei, to accept the Consent Agenda Items as presented. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

5. Discussion and Action Items

[21-1240](#) Request to Approve Property Evidence Clerk Position Reclassification

Police Chief Nick Reimer explained that this position has evolved over the years and there are updated duties that are now performed.

Moved by Schlei, seconded by Czekala, to approve the request to reclassify the Property Evidence Clerk position for the Police Department and refer to council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

[21-1146](#) Request to Approve the 2022 Seasonal Hiring Policy Updates

Human Resources Director Jessie Lillibridge explained to the committee that there were some changes to the compensation and pay ranges for the seasonals for 2022 to try and remain competitive. If a manager wishes to start a candidate at a higher rate than hire rate, they will need to seek approval from Human Resources and the Department Head.

Moved by Vanderkin, seconded by Czekala, to approve the 2022 Seasonal Hiring Policy updates and appendices and refer to council. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

6. Convene in Closed Session

Moved by Vanderkin, seconded by Schlei, to convene in closed session at 5:35 p.m. The motion carried by the following roll call vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

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:

[21-1242](#) Request from WPPA Local 20 to Adjust Contract

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

7. Reconvene in Open Session

Moved by Czekala, seconded by Vanderkin, to reconvene in open session at 5:41 p.m. The motion carried by the following roll call vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

[21-1242](#) Request from WPPA Local 20 to Adjust Contract

There was no discussion on this item

8. Adjournment

Moved by Schlei, seconded by Vanderkin, that this meeting be adjourned at 5:41 p.m. The motion carried by the following vote:

Aye: 5 - Sitkiewitz, Vanderkin, Czekala, Schlei and Cummings

Submitted by Debbie Charney, Human Resources Generalist