

**JOINT MEETING OF THE PERSONNEL COMMITTEE AND
PUBLIC INFRASTRUCTURE COMMITTEE
MINUTES**

Monday August 12, 2013

The Personnel Committee and Public Infrastructure Committee for the City of Manitowoc met in the Second Floor Conference Room, 900 Quay Street, Manitowoc, Wisconsin on August 12th, 2013 at 6:15 p.m. Members present were Chair Alder Chris Able, Vice Chair Jill Hennessey, Alderpersons Mike Howe, Al Schema, and Eric Sitkiewitz, Dave Soeldner, Jim Brey, Jason Sladky, Scott McMeans. Others present were Mayor Nickels, Jeri Johnson, Jim Muenzenmeyer, Dan Koski, Greg Minikel, Mike Stollfus O'Donahue and Assoc., David Yehgiaian HFM, Steve Hook ModernMed, and Charlie Matthews HTR.

1. Meeting was called to order at 6:15 p.m. by Chair Chris Able. Alder Schema was not present.
2. Alder Able announced that an audio tape of this meeting would be available to the public on the City's website.
3. Public Input: None
4. Discussion and possible action regarding the position vacancy in the Dept of Public Infrastructure leadership position. Dan Koski presented his proposal regarding the approaching vacancy of the Operations Team Leader position. A key component of the proposals succession plan is spreading out responsibilities in order to equalize the work load. Dan referred to his proposed org chart. There was discussion regarding the new org chart reviewing advantages of this new structure. Zoo moves to the recreation division. Operations has the creation of a Business Manager position. There was discussion pertaining to the role and responsibilities of the proposed business manager position and the related impact of responsibilities on other positions. Dan discussed that he feels we have a strong internal candidate. Alder Able discussed he appreciate the plan, and Alder Hennessey stated she felt it was a good plan assuming all qualifications are met by the internal candidate. Alder Sladky discussed his concerns about Dan down to the co-leaders regarding manpower and the second concern, moving the zoo to the recreation division, what happens to the facilities. There was discussion on various options of how the zoo responsibilities could be covered. In response Dan discussed how he arrived at the model of the org chart proposed and how duties will be covered. Alder Brey discussed his appreciation of Dan presenting his proposal and discussed the need to create a new position. Dan responded with thoughts on covering the current position of the internal candidate that may fill this proposed position. Alder Hennessey also voiced zoo facility concerns and the desire that the responsibility stay with the Buildings and Grounds Manager. Alder Able spoke regarding the benefits of a flat organizational structure. Alder McMeans spoke regarding having an evaluation of the co-leaders and concerns concerning leadership capabilities. Alder Brey inquired with Dan about the budget for the hiring of the new individual. Dan responded that the funding was within

the current budget. Alder Soeldner wanted to clarify the headcount remains the same. Alder Able stated support of a motion to approve the plan and the filling of the Business Manager Position. Alder Hennessey moved to approve with a second from Alder Brey. There was discussion clarifying the motion. Alder Sladky expressed concerns regarding the org chart and wage parity. There was lengthy discussion on the proposal as related to the org chart and wages. Steve Corbielle discussed his thoughts that there may be another internal candidate who may be interested in this position as well. Alder Brey suggested a friendly amendment to the motion. Alder Hennessey amended her motion to include assigning the zoo buildings and grounds to the Transit Buildings and Grounds Team Leader and the Recreation Leader to assume programming responsibilities of the zoo. There was discussion about the amended motion. Alder Hennessey withdraws her amendment. The discussion was to address the position only. Alder Able stated the motion is now to create the Business Manager Position and job description. All vote in favor with that vote being 10-0. Alder Schema discussed the current facilities and how they are maintained now and prefers it stays the same. Dan discussed how the current buildings and grounds labor functions for the Dept of Infrastructure. Alder Hennessey inquired on the complexity of the direction of the workforce. Dan responded that he hadn't seen the infighting over labor and there was lengthy discussion concerning the direction of Infrastructure labor force. Alder Able stated that this would be a subject that Personnel would not weigh in on this subject. Alder Brey felt direction of the workforce was Dan's responsibility.

5. Discussion and possible action regarding replacement of a retiring Streets Laborer. Position vacancy is expected October 4th. Alder Able felt this would be an expedient time to address this as both committees were present. Alder Hennessey requested clarification on the position. Dan discussed the background of the request. Alder Hennessey moves to approve the filling of the position with a second from Alder Brey. The motion approved with a 10 – 0 vote.
6. Motion to Adjourn: Alder Sitkiewitz moved to adjourn which was seconded by Alder Schema. The meeting adjourned.

Respectfully submitted

Jeri Johnson, SPHR
Human Resources Generalist