



City of Manitowoc

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

Meeting Minutes - Final Personnel Committee

Monday, October 13, 2014

5:00 PM

Council Chambers

1. CALL TO ORDER

2. ROLL CALL

Larry Zimney, Cherylyn Stewart, Tony Dick, Todd Blaser, Jason Freiboth, Kathleen McDaniel, Rochelle Blindauer, Jane Rhode

Present: 4 - Able, Hennessey, Sitkiewitz and McMeans

Absent: 1 - Schema

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.

Any Committee Member may request removal of any item from the Consent Agenda, and such item shall be removed without debate or vote. Any item or part thereof removed from the Consent Agenda shall be separately considered.

[14-2075](#) Approval of September 8th, 15th and 22nd Personnel Committee Minutes.

Attachments: [PC Minutes 9-8-2014](#)
[PC Minutes 9-15-2014](#)
[PC Minutes 9-22-2014](#)

[14-2076](#) Review of legal fees billed out through Human Resources.

Attachments: [OUTSIDE LEGAL COUNSEL FOR HR 2014 Costs](#)

[14-2077](#) Review of legal fees billed out through Attorney's Office for Municipal Court prosecution.

Attachments: [MOZINSKI CASHMAN 2014 Costs](#)

[14-2078](#) Report out on Health Plan Funding.

Attachments: [City of Manitowoc - Health September](#)
[City of Manitowoc - Dental September](#)

[14-2095](#) Report out of Human Resources initiatives.

Attachments: [HR Update Oct 2014](#)

[14-2096](#) Report out of City Attorney's Office initiatives.

Attachments: [Atty Update October 2014](#)

APPROVAL OF CONSENT AGENDA

Rochelle Blindauer briefly reported on the health plan funding and that an HR Generalist candidate accepted her employment offer today.

Moved by Sitkiewitz, seconded by Able, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

5. DISCUSSION AND ACTION ITEMS

[14-1769](#) Workout Room Rules - adjusting rules regarding working out alone is permissible for cardio activities and hand held weights.

Attachments: [Exercise facility rules 9-2014](#)

Committee discussed the proposed change and waiver of liability that participants must sign before being allowed to work out,

Moved by McMeans, seconded by Sitkiewitz, to approve the revised Workout Room Rules. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

[14-2079](#) Fire Chief's out-of-state travel request for Jacob Johnsrud, Motor Pump Operator, for an educational leave to attend Nozzle Forward Training in Washington on November 8th, and in Oregon on November 12th.

Attachments: [Johnsrud Ed Request](#)

Todd Blaser explained the request to the Committee. Alder Able commended employees' initiatives for taking advantage of training opportunities around their vacations.

Moved by Sitkiewitz, seconded by Able, that this Request be approved. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

[14-1752](#) Integrating Police Supervisors to the Employee Policy Manual.

Rochelle Blindauer handed out proposal outline of the transition of Police Supervisors to the Employee Policy Manual, effective January 1, 2015. Lieutenants would stay hourly and Captains will move to exempt status. Committee discussed compression issues and the step Pay Plan. This proposal is consistent with Carlson Dettmann's recommendation and will be discussed further at the November Personnel Committee meeting.

[14-1750](#) Compensation Plan Wrap-up: Recommendations on Internal Equity.

Attachments: [Internal Equity Comp Implementation PC 10-13-2014](#)

Rochelle Blindauer discussed at length with the Committee her internal equity recommendations which include the three years' of service benchmark. Committee was in agreement to look into an alternative process to step appeal within the Pay Plan, to handle step moves on a case by case basis and requested additional information to discuss at the next meeting.

[14-2087](#) Interim Pay for City Planner Paul Braun.

Attachments: [Res Interim Pay City Planner PC 10-13-2014](#)

Rochelle Blindauer explained her recommendation for interim pay for Paul Braun for the extra responsibilities taken on since the retirement of Dave Less 11 weeks ago. Committee wants to remain consistent with how other vacant department head positions have handled interim pay.

Kathleen McDaniel advised that previous interim pay increases for vacant department head positions of City Attorney and Fire Chief resulted in 10% interim pay increases.

Moved by Able, seconded by McMeans, to approve a 10% interim pay increase in the amount of \$1,505.68 for Paul Braun's 11 week service as Acting Community Development Director. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

6. CONVENE IN CLOSED SESSION

[14-1753](#) Discussion of Police and Fire contract negotiations.

Notice is hereby given that the above governmental body will adjourn to a closed session pursuant to Sections 19.85 (1)(c), 19.85 (1)(e) and 111.70 of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility regarding collective bargaining.

The specific subject matter that may be considered in closed session is:
14-1753 noted above.

Moved by Able, seconded by McMeans, to convene in closed session at 5:52 p.m.
The motion carried by the following roll call vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

RECONVENE IN OPEN SESSION

Moved by McMeans, seconded by Able, to reconvene in open session. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

7. ADJOURNMENT

Moved by McMeans, seconded by Sitkiewitz, to adjourn. The motion carried by the following vote:

Aye: 4 - Able, Hennessey, Sitkiewitz and McMeans

Submitted by Rochelle Blindauer, Human Resources Director.