



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Thursday, September 6, 2018

6:00 PM

Council Chambers

1. Call to Order

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

2. Roll Call

Jessie Lillibridge, Kathleen McDaniel, Todd Blaser, Corie Pusel, Julia Lee, Shawn Esslinger, Steve Corbeille, Debbie Dvorachek, Karen Dorow, and Debbie Charney.

Present: 3 - Sitkiewitz, Czekala and Novak

Absent: 2 - Kummer and Williams

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

- [18-0885](#) Approval of August 6, 2018 Personnel Committee Minutes.
- [18-0886](#) Review of legal fees billed out through August, 2018-Human Resources.
- [18-0887](#) Report out on Health Plan Funding.
- [18-0888](#) Report out of Human Resources Initiatives September, 2018.
- [18-0889](#) Report out of City Attorney's Initiatives September, 2018.

APPROVAL OF THE CONSENT AGENDA

Moved by Czekala, seconded by Novak, to accept the Consent Agenda Items and recommendations of the various committees The motion carried by the following vote:

Aye: 3 - Sitkiewitz, Czekala and Novak

5. Presentation

[18-0775](#)

Discussion on the 2019 Health Care Plan Recommendation.

Shawn Esslinger from ABRC presented to the committee the recommendation for the 2019 Health Benefits for the City of Manitowoc. ABRC conducted RFP's for 2019 benefits. There were 5 different plan options presented to the committee.

Moved by Novak, seconded by Williams, to accept the recommendation from ABRC on the 2019 Health Care plan. No vote on this motion. Committee advised City Attorney to draft a Resolution for Council to accept the recommendation from ABRC on the 2019 Health Care Plan and to allow Finance Director and HR Director to sign all related documents to Health plan and Go365. Also to add to the Employee Policy Manual that benefits will end on the last day of the month that the employee ends employment for any reason with the City of Manitowoc.

6. Discussion and Action Items

[18-0659](#)

Discuss relocation packages as a recruiting tool.

Jessie Lillibridge updated committee on requested changes from last month.

Moved by Czekala, seconded by Novak, to request a resolution to accept the Relocation Package policy as presented and referred to council. The motion carried by the following vote:

Aye: 3 - Sitkiewitz, Czekala and Novak

[18-0883](#)

Request for Resolution to Hire Seasonal Employee Related to Elected Officials, Department Heads, or Supervisory Personnel.

Short discussion on hiring seasonals related to elected officials or supervisory personnel.

Moved by Czekala, seconded by Novak, for a resolution to accept this request to hire seasonals related to an elected official or supervisory personnel and send to Council for approval.

Aye: 3 - Sitkiewitz, Czekala and Novak

7. Convene in Closed Session

A motion was made by Czekala, seconded by Novak, to convene in closed session at 6:47 p.m. The motion carried by the following vote:

Aye: 3 - Sitkiewitz, Czekala and Novak

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:

[18-0425](#) Manitowoc Professional Firefighters International Association of Firefighters
Local 368 contract negotiations.

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

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:

[18-0882](#) Workers Compensation Claim Settlement with Former Employee,
recommending to authorize the City Attorney and Human Resources to
enter into an approved settlement agreement

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

8. Reconvene in Open Session

A motion was made by Novak, seconded by Czekala, to reconvene in open session at 7:28 p.m. The motion carried by the following vote:

Aye: 3 - Sitkiewitz, Czekala and Novak

[18-0425](#) Manitowoc Professional Firefighters International Association of Firefighters
Local 368 contract negotiations.

No discussion.

[18-0882](#) Workers Compensation Claim Settlement with Former Employee,
recommending to authorize the City Attorney and Human Resources to enter
into an approved settlement agreement

Moved by Czekala, seconded by Novak, to authorize the City Attorney and Human Resources to enter into an approved settlement agreement and place on consent agenda for Council. The motion carried by the following vote:

Aye: 3 - Sitkiewitz, Czekala and Novak

9. Adjournment

A motion was made by Czekala, seconded by Novak, to adjourn at 7:30 p.m. The

**motion carried by the following
vote:**

Aye: 3 - Sitkiewitz, Czekala and Novak

Submitted by Jessie Lillibridge, Human Resources Director.