



City of Manitowoc

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

Meeting Minutes - Final

Personnel Committee

Monday, April 3, 2023

5:30 PM

City Hall-1st Floor Hearing Room and Remote
Conferencing-Zoom

1. Call to Order

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

2. Roll Call

Jessie Lillibridge, Dan Koski, Nick Reimer, Jim Brey, and Debbie Charney

Present: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

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

Approval of the Consent Agenda

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

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

[23-0236](#)

Approval of March 6, 2023 Personnel Committee Minutes

[23-0237](#)

Review of Legal Fees Billed out Through March, 2023-Human Resources

[23-0239](#)

Report out of Human Resources Office Initiatives April, 2023

[23-0240](#)

Report out of City Attorney's Office Initiatives April, 2023

5. Discussion and Action Items

[23-0263](#)

Request for an Unpaid Intern in the City Attorney's Office-Summer 2023

Human Resources Director Jessie Lillibridge explained to the committee

that Eric Brey asked the City Attorney's office to participate in an unpaid internship for credit during the 2023 summer. Eric is a first-year student at Marquette Law School. Eric also did an internship with the City Attorney's office during the summer of 2021.

Moved by Vanderkin, seconded by Cummings, to approve the request for an unpaid internship for the City Attorney's office for the summer of 2023 and refer the request to Council's consent agenda. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

[23-0262](#)

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

Alder Eric Sitkiewitz explained to the committee that each year this resolution is brought to committee.

Moved by Vanderkin, seconded by Cummings, to approve the request to hire seasonal employees related to elected officials, department heads, or supervisory personnel and refer to Council. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

6. Convene in Closed Session

Moved by Vanderkin, seconded by Cummings, to convene in closed session at 5:33 p.m. The motion carried by the following roll call vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

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:

[23-0185](#)

Police Contract Bargaining 2024-2026

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)(c) of the Wisconsin Statutes, which authorizes the governmental body to convene in closed session for the purpose of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

The specific subject matter that may be considered in closed session is:

[23-0238](#)

Unpaid Leave of Absence Request for Transit Employee

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

7. Reconvene in Open Session

Moved by Vanderkin, seconded by Cummings, to reconvene in open session at 5:57 p.m. The motion carried by the following roll call vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

[23-0185](#) Police Contract Bargaining 2024-2026

There was no discussion on this item

[23-0238](#) Unpaid Leave of Absence Request for Transit Employee

The committee has approved this unpaid leave of absence through June 5, 2023.

Moved by Cummings, seconded by Beeman, to approve the unpaid leave of absence request for a transit employee until June 5, 2023 and refer to Council for consent agenda. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

8. Adjournment

Moved by Vanderkin, seconded by Cummings, that this meeting be adjourned at 5:59 p.m. The motion carried by the following vote:

Aye: 4 - Sitkiewitz, Vanderkin, Cummings and Beeman

Submitted by Debbie Charney, Human Resources Generalist