



# City of Manitowoc

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

## Meeting Minutes - Final

### Personnel Committee

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Monday, April 7, 2025

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

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#### 1. Call to Order

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

#### 2. Roll Call

Jessie Lillibridge, Eric Nycz, Greg Vadney, and Debbie Charney

**Present:** 4 - Sitkiewitz, Brey, Schlei and Vanderkin

**Absent:** 1 - Norell

#### 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

- |                                |   |
|--------------------------------|---|
| <a href="#"><u>25-0254</u></a> | Approval of February 3, 2025 Personnel Committee Minutes            |
| <a href="#"><u>25-0255</u></a> | Review of Legal Fees Billed out through March, 2025-Human Resources |
| <a href="#"><u>25-0256</u></a> | Monthly Report out on Health Plan                                   |
| <a href="#"><u>25-0257</u></a> | Report out of Human Resource's Office Initiatives April, 2025       |
| <a href="#"><u>25-0258</u></a> | Report out of the City Attorney's Office Initiatives April, 2025    |

#### Approval of the Consent Agenda

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

**Aye:** 4 - Sitkiewitz, Brey, Schlei and Vanderkin

#### 5. Discussion and Action Items

[25-0261](#)

Move RWAM Art Instructor from Seasonal/Continuous LTE pay structure to City of Manitowoc Compensation Structure, Grade E

Human Resources Director Jessie Lillibridge and Rahr West Art Museum Director Greg Vadney explained to the committee the history of the Art Instructor position and the reasons for requesting the changes.

**Moved by Brey, seconded by Schlei, that this request to move the RWAM Art Instructor position from the Seasonal/Continuous LTE pay structure to City of Manitowoc's Compensation Structure, Grade E be approved and referred to council. Also, current instructors pay rate to move to \$21.60 per hour upon approval. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Brey, Schlei and Vanderkin

[25-0262](#)

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

Human Resources Director Jessie Lillibridge explained to the committee this is done each year to remain compliant with our policy.

**Moved by Schlei, seconded by Vanderkin, that this request for a resolution to hire seasonal employees related to Elected Officials, Department Heads, or Supervisory personnel be approved and referred to council. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Brey, Schlei and Vanderkin

## 6. Adjournment

**Moved by Schlei, seconded by Vanderkin, that this meeting be adjourned at 5:33 p.m. The motion carried by the following vote:**

**Aye:** 4 - Sitkiewitz, Brey, Schlei and Vanderkin

Submitted by Debbie Charney, Human Resources Generalist