



# City of Manitowoc

900 Quay Street  
Manitowoc, WI 54220  
[www.manitowoc.org](http://www.manitowoc.org)

## Meeting Agenda Personnel Committee

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Monday, May 5, 2025

6:00 PM

Council Chambers. Meeting also available via  
remote Conferencing-Zoom

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Pursuant to Section 19.84(2) and (3) of the Wisconsin Statutes, notice is hereby given to the public, to the Herald-Times-Reporter, the official newspaper of Manitowoc, and to those news media who have filed a written request for this notice that a meeting of the above-referenced will be held at the date, time and location listed above.

This meeting is being conducted both in Council Chambers at City Hall and via Zoom ([www.zoom.com](http://www.zoom.com)) to maximize opportunities for residents to attend. Those attending the meeting via Zoom who wish to give public input are asked to keep their microphone muted until public input is opened to improve audio quality for all attendees. Those using their phone to call in may hit \*6 to mute and unmute themselves.

This meeting will be held in Council Chambers and also via remote conferencing software: [www.zoom.com](http://www.zoom.com). Members of the public may call to listen in at 1-312-626-6799, Meeting ID: 839 6086 1541, Password: 886723. Those wishing to make public comment should email [humanresources@manitowoc.org](mailto:humanresources@manitowoc.org) or call 920-686-6993 with their comment no later than 12:00 p.m. Central the day of the meeting.

Notice is hereby given that a majority of the Common Council of the City of Manitowoc, or a standing committee of that body, may be present at this meeting to gather information about the subject matter over which they have decision making responsibility.

The above governmental body will meet to discuss and possibly take action on the agenda items set forth below.

1. Call to Order
2. Roll Call
3. Public Comment
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.

[25-0341](#) Approval of April 7, 2025 Personnel Committee Minutes

**Attachments:** [Final meeting minutes-4-7-25.pdf](#)

[25-0342](#) Review of Legal Fees Billed out Through April, 2025-Human Resources

**Attachments:** [Legal Fees Paid.pdf](#)

[25-0343](#) Monthly Report out on Health Plan

**Attachments:** [Health Plan Summary](#)

[25-0344](#) Report out of Human Resource's Office Initiatives May, 2025

**Attachments:** [HR Update May 2025.pdf](#)

[25-0345](#) Report out of the City Attorney's Office Initiatives May, 2025

**Attachments:** [ATTORNEY'S OFFICE UPDATE APRIL 2025.pdf](#)

## 5. Discussion and Action Items

[25-0348](#) Discussion on Benefit Broker Proposals and Recommendation to Contract with McClone

**Attachments:** [Memo-McClone Benefit Broker.pdf](#)  
[RFP Response - McClone](#)  
[Consulting Contract -McClone](#)  
[Summary of McClone transition](#)

[25-0347](#) Request to Approve Seasonal Fleet Mechanic Apprentice Job Description and Pay Rate for the Department of Public Infrastructure and Fill Position

**Attachments:** [Memo Youth Apprenticeship May 2025.pdf](#)  
[Seasonal Fleet Mechanic Apprentice Position Job Description-Draft](#)  
[2025 Seasonal Payrates](#)

[25-0346](#) Request for Resolution to Hire Seasonal Employees Related to Elected Officials, Department Heads, or Supervisory Personnel

**Attachments:** [Resolution to hire seasonals related to supervisors](#)

## 6. Convene in Closed Session

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:

[25-0352](#) Teamsters Local No. 662 Transit Contract Negotiations

Attachments: [Teamsters 662 contract negotiation opener letter.pdf](#)

## 7. Reconvene in Open Session

[25-0352](#) Teamsters Local No. 662 Transit Contract Negotiations

Attachments: [Teamsters 662 contract negotiation opener letter.pdf](#)

## 8. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Manitowoc will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance or reasonable accommodations in participating in this meeting or event due to a disability as defined under the ADA, please call the City Clerk's office at 920-686-6950 or the City's ADA Coordinator at (920) 686-6990 or e-mail [cityattorney@manitowoc.org](mailto:cityattorney@manitowoc.org) at least 48 hours prior to the scheduled meeting or event to request an accommodation. For additional assistance, individuals with hearing or speech disabilities can call 711 and be connected to a telephone relay system.