



**MANITOWOC COUNTY
PERSONNEL COMMITTEE
MEETING NOTICE**

DATE: January 21, 2025

TIME: 5:30 PM

PLACE: Manitowoc County Office Complex – Room 302
1439 Expo Drive

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion regarding WPPA Grievance #24-00704.
 - a. The Board may convene in closed session pursuant to Wis. Stat. § 19.85(1)(g) for the purpose of conferring with legal counsel for the County 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, specifically, the Board may convene in closed session to discuss WPPA Grievance #24-00704 pertaining to county recoupment of pay previously advanced to WPPA members.

If the Committee convenes in closed session, it will reconvene in open session prior to taking any action.

- b. Reconvene into Open Session.
4. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
5. Adjournment

Date: January 14, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Personnel Committee
January 21, 2025

PRESENT: Supervisors Maresh, Metzger, Muench, Behnke and Neils.

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

A motion to approve the minutes of the December 3, 2024 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Neils and carried, 5-0.

Correspondence received by Supervisor Maresh from a former Heath Department employee was discussed.

There was no public comment.

A motion was made by Supervisor Maresh and seconded by Supervisor Behnke to go into closed session to discuss WPPA Grievance #24-00704. A roll call vote followed and the motion carried, 5-0. The committee went into closed session at 5:38 PM.

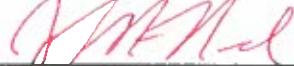
A motion was made by Supervisor Neils and seconded by Supervisor Muench to reconvene in open session. A roll call vote followed and the motion carried, 5-0. The committee reconvened in open session at 5:45 PM.

Information was provided on Human Services, Emergency Management and Sheriff's Department recruitment.

The next meeting of the Personnel Committee will be Tuesday, February 4th.

A motion to adjourn was made by Supervisor Metzger, seconded by Supervisor Behnke and carried, 5-0.

Meeting adjourned at 5:50 p.m.



Jonathan Neils, 2nd Vice Chair



Date

Minutes taken by Chris Eisenschink, Personnel Director



**MANITOWOC COUNTY
PERSONNEL COMMITTEE
MEETING NOTICE**

DATE: February 18, 2025

TIME: 4:30 PM

PLACE: Heritage Building, 1701 Michigan Avenue
Education Room (Basement)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion regarding reclassification of current Program Specialist – HSD CCS (B22) to CCS Admin Support (B21)
4. Update regarding WPPA Grievance #24-00704.
5. Update regarding WPPA negotiations
6. Annual review of recruitment information
7. Annual review of HealthJoy data
8. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
9. Adjournment

Date: February 11, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

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Personnel Committee
February 18, 2025

PRESENT: Supervisors Maresh, Metzger, Muench, Behnke. Supervisor Neils arrived at 4:35.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the January 21, 2025 Personnel Committee meeting was made by Supervisor Muench, seconded by Supervisor Metzger and carried, 4-0.

There was not correspondence or public comment.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to approve reclassification of a current Human Services Program Specialist – HSD CCS position to CCS Admin Support. The motion carried, 4-0.

Information was provided on the 2024 recruitment statistics.

Information was provided regarding 2024 HealthJoy performance.

Information was provided on Human Services, Emergency Management and Sheriff's Department recruitment.

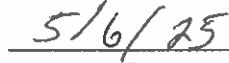
The next meeting of the Personnel Committee will be Tuesday, April 1st.

A motion to adjourn was made by Supervisor Metzger, seconded by Supervisor Muench and carried, 5-0.

Meeting adjourned at 4:45 p.m.



Jonathan Neils, 2nd Vice Chair



5/6/25
Date

Minutes taken by Chris Eisenschink, Personnel Director



MANITOWOC COUNTY
PERSONNEL COMMITTEE
MEETING NOTICE

DATE: May 6, 2025

TIME: 4:30 PM

PLACE: Manitowoc County Administration Bldg.
1110 S 9th Street

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion and possible action regarding Pregnant Worker Fairness Act policy.
4. Discussion and possible action regarding Commercial Driver's License policy.
5. Discussion and possible action regarding change to Section 14 of the Employee Policy Manual - Grievance Procedure.
6. Discussion regarding possible change from Coroner to Medical Examiner.
7. Discussion and possible action regarding Resolution Approving Settlement of 2024-2026 Collective Bargaining Agreement with Sheriff's Department Employees Represented by the Wisconsin Professional Police Association
8. Update regarding WPPA Grievance #2024-00704
9. Discussion and possible action regarding additional step for current Economic Support Specialist.
10. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
11. Adjournment

Date: April 23, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Personnel Committee
May 6, 2025

PRESENT: Supervisors Maresh, Metzger, Muench, Behnke, Neils

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the February 18, 2025 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

There was no correspondence or public comment.

A motion was made by Supervisor Muench and seconded by Supervisor Neils to approve update to the Manitowoc County Employee Manual adding the Pregnant Worker Fairness Act policy. Resolution will be forwarded to County Board. The motion carried, 5-0.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to approve update to the Manitowoc County Employee Manual adding the Commercial Drivers' License policy. Resolution will be forwarded to County Board. The motion carried, 5-0.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to approve update to the Manitowoc County Employee Manual revising Section 14 – Grievance Procedure. The motion carried, 5-0. Resolution will be forwarded to County Board. The motion carried, 5-0.

Discussion followed regarding possible change from Coroner to Medical Examiner. Chairperson Maresh directed Corporation Counsel to prepare such resolution for consideration at the next Personnel Committee meeting.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to approve settlement of 2024-2026 Collective Bargaining Agreement with Sheriff's Department Employees Represented by the Wisconsin Professional Police Association. Resolution will be forwarded to County Board. The motion carried, 5-0.

Discussion followed regarding WPAP Grievance #2027-00704.

A motion was made by Supervisor Metzger and seconded by Supervisor Muench to approve the movement of one additional step for Economic Support Specialist.

Information was provided on Human Services, Emergency Management and Sheriff's Department recruitment.

The next meeting of the Personnel Committee will be Tuesday, June 3rd.

A motion to adjourn was made by Supervisor Behnke, seconded by Supervisor Neils and carried, 5-0.

Meeting adjourned at 5:05 p.m.



Jonathan Neils, 2nd Vice Chair

6/3/25

Date



MANITOWOC COUNTY PERSONNEL COMMITTEE MEETING NOTICE

DATE: June 3, 2025
TIME: 4:30 PM
PLACE: Manitowoc County Administration Bldg.
1110 S 9th Street

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion and possible action regarding creation of a Department of Medical Examiner – update to County Code.
4. Discussion and possible action regarding change from Coroner to creation of Medical Examiner – Resolution.
5. Discussion and possible action regarding County Board Compensation for 2026 – 2028 term.
6. Discussion and possible action regarding County Executive Compensation for 2026 – 2030 term.
7. Discussion regarding 2026 Health Insurance TPA.
8. Update on Community Navigator Position (grant funded through 06/30/2025)
9. Update regarding WPPA Grievance #2024-00704
10. Discussion and possible action regarding reinstatement of lost vacation for Non-Represented Sheriff's Department Employee.
11. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
12. Adjournment

Date: May 28, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Personnel Committee
June 3, 2025

PRESENT: Supervisors Maresh, Metzger. Supervisors Muench and Neils arrived at 4:32. Supervisor Behnke was excused.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the May 6, 2025 Personnel Committee meeting was made by Supervisor Metzger, seconded by County Board Chairman Martel and carried, 3-0.

There was no public comment.

Correspondence from a current employee regarding health insurance claims issues was discussed.

A motion was made by Supervisor Muench and seconded by Supervisor Neils to update the Manitowoc County Code to create a Department of Medical Examiner. The motion carried, 3-1 with Supervisor Metzger voting nay. Resolution will be forwarded to County Board.

A motion was made by Supervisor Muench and seconded by Supervisor Neils to approve the creation of a Medical Examiner position. The motion carried, 3-1 with Supervisor Metzger voting nay. Resolution will be forwarded to County Board.

A motion was made by Supervisor Metzger and seconded by Supervisor Neils to recommend to the County Board that County Board compensation remain the same for the 2026-2028 term. The motion carried 4-0. Resolution will be forwarded to County Board.

Discussion followed regarding County Executive compensation. The issue was tabled and will be discussed at the next meeting.

Discussion followed regarding the bid process for health insurance TPA.

Discussion followed regarding the Community Navigator position which will be removed from the FTE report as of 07/01/2025 when grant funding ends, as per original resolution creating this position.

Discussion followed regarding WPPA Grievance #2027-00704.

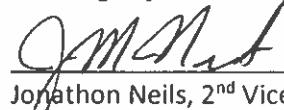
A motion was made by Supervisor Metzger and seconded by Supervisor Neils to approve the reinstatement of 38 hours of lost vacation to a non-represented employee who was on military leave. The motion carried 4-0.

Information was provided on Human Services, Emergency Management and Sheriff's Department recruitment.

The next meeting of the Personnel Committee will be determined as needed.

A motion to adjourn was made by Supervisor Muench, seconded by Supervisor Neils and carried, 4-0.

Meeting adjourned at 5:15 p.m.



Jonathan Neils, 2nd Vice Chair

Minutes taken by Chris Eisenschink, Personnel Director



Date



MANITOWOC COUNTY PERSONNEL COMMITTEE MEETING NOTICE

DATE: June 17, 2025
TIME: 5:00 PM
PLACE: Manitowoc County Heritage Bldg.
1701 Michigan Avenue
Education Room (basement)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion regarding promotion of the Employee Suggestion program.
4. Discussion and possible action regarding health insurance TPA for 2026.
5. Discussion and possible action regarding lateral transfer provision for recent Emergency Dispatcher hire.
6. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
7. Adjournment

Date: June 10, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Personnel Committee

June 17, 2025

PRESENT: Supervisors Maresh, Metzger, Behnke, Muench, and Neils were present.

The meeting was called to order at 5:00 p.m.

A motion to approve the minutes of the June 3, 2025 Personnel Committee meeting was made by Supervisor Muench, seconded by Supervisor Neils and carried, 5-0.

There was no public comment or correspondence.

Discussion followed regarding the promotion of the Employee Suggestion Program.

A motion was made by Supervisor Behnke to remain with Auxiant as Manitowoc County's Health Insurance TPA for 2026, seconded by Supervisor Muench and carried, 5-0.

A motion was made by Supervisor Behnke to approve the use of the lateral transfer policy for a recent Public Safety Telecommunicator hire, seconded by Supervisor Muench and carried, 5-0.

Information was provided on Human Services, Emergency Management and Sheriff's Department recruitment.

The next meeting of the Personnel Committee will be Tuesday, August 5th.

A motion to adjourn was made by Supervisor Behnke, seconded by Supervisor Neils and carried, 5-0.

Meeting adjourned at 5:15 p.m.



Jonathan Neils, 2nd Vice Chair

Minutes taken by Chris Eisenschink, Personnel Director



8/5/25

Date



MANITOWOC COUNTY

PERSONNEL COMMITTEE

MEETING NOTICE

DATE: August 5, 2025
TIME: 4:30 PM
PLACE: Manitowoc County Administration Bldg.
1110 S 9th Street

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion and possible action regarding County Executive Compensation for 2026 – 2030 term.
4. Discussion regarding Auxiant quality measurement
5. Discussion regarding WPPA grievance #25-00384
6. Discussion and possible action regarding vacation extension under 15(D) of WPPA union contract for current WPPA union member.
7. Discussion and possible action regarding request for medical leave of absence for S.D., a County Employee.
 - a. Discussion or need for closed session for any identified specific topic.
 - b. The Committee may convene in closed session pursuant to Wis. Stat. § 19.85(1)(f) to consider the financial, medical, social, or personal histories of specific persons which, if discussed in public, would be likely to have a substantial adverse effect upon the reputation of any person referred to in such histories or data to review a request for unpaid leave pursuant to Section 12.05(3) of the Manitowoc County Employee Policy Manual.

NOTICE: Pursuant to Wis. Stat. § 19.85(1)(b) and (f) S.D. may demand that the meeting be held in open session.

If the Committee convenes in closed session, it will reconvene in open session prior to taking any action.

- c. Reconvene into Open Session: The Committee shall reconvene into open session prior to voting on and/or taking any other action regarding S.D.'s request for a medical leave of absence.
- d. Additional discussion regarding S.D.'s request for a medical leave of absence.
- e. Action regarding S.D.'s request for a medical leave of absence pursuant to Section 12.05(3) of the Manitowoc County Employee Policy Manual.

8. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
9. Adjournment

Date: July 29, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

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Personnel Committee
August 5, 2025

PRESENT: Supervisors Maresh, Metzger, Behnke, Muench, and Neils (4:35) were present.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the June 17, 2025 Personnel Committee meeting was made by Supervisor Muench, seconded by Supervisor Metzger and carried, 4-0.

There was no public comment or correspondence.

A motion was made by Supervisor Behnke and seconded by Supervisor Metzger to establish the County Executive salary for the next term with at 2% increase each year of the term (2027-2030). A resolution will be forwarded to the County Board.

Discussion followed regarding the quality standards that will be used to evaluate Auxiant's performance in 2026. The committee would like a quarterly report on this information.

Discussion followed regarding WPPA grievance #25-00384.

A motion was made by Supervisor Metzger and seconded by Supervisor Muench to approve the vacation extension of a WPPA member under section 15(d) of the WPPA Union contract.

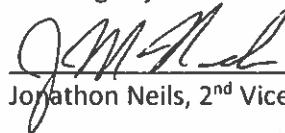
The committee did not go into closed session.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to approve a 12 months leave of absence for the Deputy Treasurer. The Deputy Treasurer position will be recruited for and filled, but the employee will maintain their tenure with the County and have internal posting rights for any recruitments that occur during the 12 months of leave.

The next meeting of the Personnel Committee will be Tuesday, September 2nd.

A motion to adjourn was made by Supervisor Neils, seconded by Supervisor Muench and carried, 5-0.

Meeting adjourned at 5:05 p.m.



Jonathan Neils, 2nd Vice Chair

Minutes taken by Chris Eisenschink, Personnel Director



Date



MANITOWOC COUNTY PERSONNEL COMMITTEE MEETING NOTICE

DATE: September 2, 2025
TIME: 4:30 PM
PLACE: Manitowoc County Administration Bldg.
1110 S 9th Street

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion regarding closed session procedures.
4. Discussion and possible action regarding Employee Suggestion #25-01
5. Discussion and possible action regarding waiver of travel policy for overnight stay at Appleton Conference.
6. Discussion regarding Human Services, Sheriff's Department and Emergency Management Recruitment
7. Adjournment

Date: August 26, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

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Personnel Committee
September 2, 2025

PRESENT: Supervisors Maresh, Behnke, Muench, and Neils (4:35) were present. Supervisor Metzger was excused.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the August 5, 2025 Personnel Committee meeting was made by Supervisor Muench, seconded by Supervisor Behnke and carried, 3-0.

There was no public comment or correspondence.

Discussion followed regarding closed session procedure.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to deny consideration of employee suggestion #25-01 regarding a time study in the Health Department and carried, 4-0.

A motion was made by Supervisory Behnke and seconded by Supervisor Neils to approve the waiver of the travel policy lodging reimbursement restrictions for Assistant Corporation Counsel and Child Support Director for attendance of a conference in Appleton on 10/07 – 10/09 and carried, 4-0.

Discussion followed regarding recruitment.

The next meeting of the Personnel Committee will be Tuesday, October 7th.

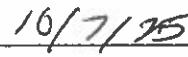
A motion to adjourn was made by Supervisor Muench, seconded by Supervisor Neils and carried, 4-0.

Meeting adjourned at 4:50 p.m.



Jonathan Neils, 2nd Vice Chair

Minutes taken by Chris Eisenschink, Personnel Director



Date



MANITOWOC COUNTY PERSONNEL COMMITTEE MEETING NOTICE

DATE: October 7, 2025
TIME: 4:30 PM
PLACE: Manitowoc County Administration Bldg.
1110 S 9th Street

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion and possible action regarding hiring of new Court Commissioner above Step 03.
4. Discussion regarding 2026 Budget Status and review of Personnel related budget items.
5. Discussion regarding proposed 2026 Health Insurance plan/rates
6. Discussion and possible action regarding the offering of Identity Theft Insurance
7. Discussion regarding Highway Department recruitment and retention
8. Discussion and possible action regarding allowing the Highway Department to hire above midpoint.
9. Discussion regarding Recruitment – All Departments
10. Adjournment

Date: September 30, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

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Personnel Committee
October 7, 2025

PRESENT: Supervisors Maresh, Metzger, Behnke, Muench, and Neils were present.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the September 2, 2025 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

There was no public comment or correspondence.

A motion was made by Supervisor Behnke and seconded by Supervisor Metzger to allow hire of the next Court Commissioner up to Step 05 of the Court Commissioner Pay Schedule and carried 5-0.

Discussion followed regarding 2026 Budget and Personnel related budget items.

Discussion followed regarding Manitowoc County's 2026 Health Insurance plan/rates.

A motion was made by Supervisor Muench and seconded by Supervisor Behnke to offer Identity Theft Insurance to employees as of January 1, 2026 and carried, 5-0.

Discussion followed regarding Highway Department recruitment and retention.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to approve hiring qualified Highway Maintenance Workers above Midpoint and carried, 4-0 with Supervisor Metzger voting no.

Discussion followed regarding recruitment.

The next meeting of the Personnel Committee will be Tuesday, November 4th.

A motion to adjourn was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

Meeting adjourned at 5:25 p.m.



Jonathan Neils, 2nd Vice Chair

10/16/25

Date

Minutes taken by Chris Eisenschink, Personnel Director



MANITOWOC COUNTY
PERSONNEL COMMITTEE
Special Budget Review Hearing – FY 2026 Notice

DATE: October 16, 2025
TIME: 4:30 PM
PLACE: Communication & Technology Building
Room 111
1024 S 9th Street, Manitowoc, WI 54220

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Departments are invited to briefly summarize their priority budget requests.
 - a. Support materials (saving, efficiencies, cost mitigation) can be presented at the hearing.
4. Review and discuss, if any, recommendations to forward to Finance.
5. Adjournment

Date: October 8, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

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Personnel Committee
October 16, 2025

PRESENT: Supervisors Maresh, Metzger, Behnke, Muench, and Neils were present.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the October 7, 2025 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

There was no public comment or correspondence.

Discussion followed regarding the 2026 Budget. Budget priorities were presented to the Committee by Department Directors; Jacalyn Labre – District Attorney, Angela Linderud – Clerk of Court, Dan Hartwig – Sheriff's Department.

Discussion followed by the committee.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to forward to the Finance Committee a recommendation to exclude the new .60 FTE Death Investigation Coordinator and .80 FTE Death Investigation Assistant positions requested by the Coroner from the 2026 Budget and carried 4-1 with Supervisor Metzger voting no.

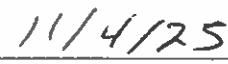
A motion was made by Supervisor Metzger and seconded by County Board Chairman Martel to match the Highway Department increases with that of other employees and failed 1-4 with supervisors Maresh, Behnke, Muench and Neils voting no.

The next meeting of the Personnel Committee will be Tuesday, November 4th.

Meeting adjourned at 5:25 p.m.



Jonathon Neils, 2nd Vice Chair
Minutes taken by Chris Eisenschink, Personnel Director



Date



MANITOWOC COUNTY

PERSONNEL COMMITTEE

MEETING NOTICE

DATE: November 4, 2025
TIME: 4:45 PM
PLACE: Manitowoc County Heritage Building
1701 Michigan Avenue, Manitowoc
Education Room (Basement)

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion regarding Court Commissioner – Register in Probate position
4. Discussion and possible action regarding changes proposed in the budget to Employee Policy Manual Section 4.12 – Nepotism.
5. Discussion and possible action regarding changes proposed in the budget to Employee Policy Manual Section 11.03 – Uniform Allowance.
6. Discussion and possible action regarding changes proposed in the budget to Employee Policy Manual Section 18.05 – Premium Pay.
7. Discussion and possible action regarding Highway Department market adjustment
8. Discussion and possible action regarding County Executive salary.
9. Discussion and possible action regarding voluntary performance reviews for 2026.
10. Discussion regarding Recruitment – All Departments
11. Adjournment

Date: October 28, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

Any person wishing to attend the meeting who requires special accommodation because of a disability should contact the County Clerk's office at 920-683-4003 at least 24 hours before the meeting begins so that appropriate accommodations can be made.

Persons who are members of another governmental body, but who are not members of this committee, may attend this meeting. Their attendance could result in a quorum of another governmental body being present. Such a quorum is unintended and they are not meeting to exercise the authority, duties, or responsibilities of any other governmental body.

Personnel Committee
November 4, 2025

PRESENT: Supervisors Maresh, Metzger, Behnke, Muench, and Neils were present.

The meeting was called to order at 4:45 p.m.

A motion to approve the minutes of the October 16, 2025 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

There was no correspondence.

Public comment followed with Judge Rohrer, Judge Dietz, Judge Dewayne and Judge Lambrecht all speaking regarding the salary for the Register in Probate position.

No further discussion followed by the committee regarding the Register in Probate position.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to support the change in Employee Policy Manual Section 4.12 - Nepotism included in the proposed 2026 Budget. The motion was amended by Supervisor Metzger to leave the policy the same, there was no second on that amendment. Original motion passed 4-1, with supervisor Metzger voting no.

A motion was made by Supervisor Behnke and seconded by Supervisor Muench to support the change in Employee Policy Manual Section 11.03 – Uniform Allowance included in the proposed 2026 Budget and passed 5-0.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to support the change in Employee Policy Manual Section 18.05 – Premium Pay included in the proposed 2026 Budget and passed 5-0.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to implement the Highway Department market increase as outlined in the proposed 2026 Budget for January 1st in 2025 and passed 4-1, with Supervisor Metzger voting no.

A motion was made by Supervisor Behnke and seconded by Supervisor Metzger to support zero percent increase in County Executive salary for 2026-2030 term as outlined in the proposed 2026 Budget and passed 5-0.

A motion was made by Supervisor Behnke and seconded by Supervisor Metzger to make performance reviews voluntary for employees in 2026 if the 2026 Budget is passed with no performance increase under Section 8.13 of the Employee Policy Manual and passed 5-0.

Discussion on recruitment followed.

The next meeting of the Personnel Committee will be Tuesday, December 2nd.

A motion was made by Supervisor Behnke and seconded by Supervisor Neils to adjourn and passed 5-0. Meeting adjourned at 5:05 p.m.



Jonathon Neils, 2nd Vice Chair
Minutes taken by Chris Eisenschink, Personnel Director



12-2-25

Date



MANITOWOC COUNTY
PERSONNEL COMMITTEE
MEETING NOTICE

DATE: December 2, 2025
TIME: 4:30 PM
PLACE: Manitowoc County Administrative Building
1110 S 9th Street, Manitowoc

The meeting is open to the public, but portions of the meeting may be closed if this notice indicates that the committee may convene in closed session. The following matters may be considered at the meeting:

1. Regular business (roll call, approval of previous minutes, correspondence)
2. Public comment
3. Discussion and possible action regarding elected official salary - Sheriff and Clerk of Court
4. Discussion and possible action regarding employee policy 4.01 - Hiring Procedure for Regular Positions
5. Discussion and possible action regarding employee policy 12.05 – Leave of Absence
6. Discussion and possible action regarding employee policy 12.14 - Short Term Disability Income Continuation
7. Discussion regarding current status of County wages
8. Discussion regarding Human Services
9. Discussion regarding Health Insurance
10. Discussion and possible action regarding new Register in Probate compensation
11. Discussion and possible action regarding reallocation of Financial Services Supervisor to Staff Accountant (HSD)
12. Discussion regarding Recruitment – All Departments
13. Adjournment

Date: November 24, 2025

Susie Maresh, Chair
By: Chris Eisenschink, Personnel Director

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Personnel Committee
December 3, 2024

PRESENT: Supervisors Maresh, Metzger, Muench, Behnke and Neils.

The meeting was called to order at 4:30 p.m.

A motion to approve the minutes of the October 1, 2024 Personnel Committee meeting was made by Supervisor Behnke, seconded by Supervisor Muench and carried, 5-0.

There was no correspondence or public comment.

Discussion followed regarding the status of the Human Services Department.

Discussion followed regarding promotion of the Employee Suggestion Program.

Discussion followed regarding the savings that has resulted from implementation of the worker's compensation nurse triage line.

Discussion followed regarding the enrollment numbers for the new Hospital Indemnity and Savi student loan forgiveness benefits.

Discussion followed regarding WPPA bargaining.

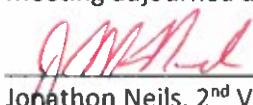
Discussion followed regarding the overturning of the FLSA Exemption threshold.

A motion was made by Supervisor Behnke to reallocate a current Clinical Case Manager position to an Outpatient Psychotherapist. Motion was seconded by Supervisor Neils and carried, 5-0.

The next meeting of the Personnel Committee will be Tuesday, January 21st.

A motion to adjourn was made by Supervisor Muench, seconded by Supervisor Neils and carried, 5-0.

Meeting adjourned at 5:20 p.m.



Jonathan Neils, 2nd Vice Chair



1/21/25
Date

Minutes taken by Chris Eisenschink, Personnel Director