Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee
April 25, 2017 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

NOTICE IS HEREBY GIVEN, pursuant to the requirements of Wis. Stats. Sec. 19.84, that a majority of the Neenah and/or Menasha Common Council may be present at this meeting. Common Council members may be present to gather information about a subject over which they have decision making responsibility. This constitutes a meeting of the Neenah Common Council or Menasha Common Council Members and must be noticed as such. The Council will not take any formal action at this meeting.

I. Attendance

II. Election of Chair – City of Menasha Alderman

III. Election of Vice-Chair – City Neenah Alderman

IV. Public Forum

V. NMFR Water Rescue Presentation

VI. Approval of Minutes:
   a. March 28, 2017 (attached)

VII. Monthly Activity/Automatic Aid Report:
   a. March 2017 (attached)
   b. 1st Quarter (attached)

VIII. Quarterly Budget Report
   a. January – March 2017 (attached)

IX. Consideration and action to approve CAT 6 cabling project for Station 32 (attached)

X. Consideration and action to approve the purchase of 4 dry dive suits, gloves, hoods and thermal liners (attached)

XI. Adjourn

The next meeting is scheduled for May 23, 2017 – City of Neenah

"City Hall is accessible to the physically disadvantaged. If special accommodations are needed please contact Neenah-Menasha Fire Rescue at 886-6200 at least 24 hours in advance of the meeting."

125 E COLUMBIAN AVENUE, NEENAH, WI 54956
Phone: 920-886-6200 Fax: 920-886-6208 Website: www.nmfire.org

NMFR Joint Finance & Personnel Committee
Meeting Minutes
March 28, 2017 – 5:30 p.m.
Hauser Room – City of Neenah

Present: Ald. Stevenson, Pollnow, Benner, Keehan and Krautkramer.

Excused: Ald. Kunz

Also Present: Chief Kloehn and Director Easker

Public: HR Director Barber, Jim Dunbar and Greg Wroblewski

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the February 28, 2017 meeting minutes. **MSC Pollnow/Keehan to approve the February 28, 2017 meeting minutes and place on file, all voting aye.**

Activity Reports: The Committee reviewed the February activity and automatic aid reports. **MSC Pollnow/Keehan to approve the February activity and automatic aid reports and place on file, all voting aye.**

Firefighter Position Replacement: The Committee reviewed the memo from Chief Kloehn regarding the vacant firefighter position. Discussion was held on FMLA usage. Director Barber noted that it does appear that Fire has higher usage than other departments and that is because it is the biggest department in the City. However, their overall usage is not out of the "normal" range and not overly high. She reminded everyone that FMLA doesn't have a separate bank for pay when employees are off. Employees have to use their sick and vacation time when off on FMLA for them to receive pay for their time off. FMLA is there to protect their job while they are off. **MSC Pollnow/Keehan recommends the City of Neenah and City of Menasha Common Councils approve filling the vacated firefighter position as soon as possible, all voting aye.**

Radio/Fox Comm Update: Chief Kloehn provided an update regarding the recent changes to Fox Comm and how some counties are exploring different radio systems. This could potentially affect our automatic aid agreement with Appleton Fire Department if Winnebago and Outagamie Counties have different radio systems. Chief Kloehn & DC Voss will be attending demonstrations of two vendors they are looking at next week and will keep everyone updated on the status as things develop.

Review of NMFR's 2016 Annual Report: The Committee reviewed our 2016 Annual Report. Everyone liked the report, content and thanked the department for their efforts on putting this together.

MSC Pollnow/Keehan to adjourn at 6:00 p.m., all voting aye.

Respectfully Submitted,

Kevin Kloehn
Chief

KK/tt

neenah menasha fire rescue

Incident Type Period Comparisons

Alarm Date Between {03/01/2017} and {03/31/2017}

Incident Type	03/01/2017 to 03/31/2017	03/01/2016 to 03/31/2016	03/01/2015 to 03/31/2015	03/01/2014 to 03/31/2014
	2	0	0	0
100 Fire, Other	0	0	0	1
111 Building fire	5	2	7	1
113 Cooking fire, confined to container	1	0	0	1
114 Chimney or flue fire, confined to chimney or	1	0	0	0
118 Trash or rubbish fire, contained	0	0	0	1
1181Materials on stove top	0	0	0	1
131 Passenger vehicle fire	0	2	3	1
153 Construction or demolition landfill fire	0	0	1	0
154 Dumpster or other outside trash receptacle fire	2	0	0	0
200 Overpressure rupture, explosion, overheat other	0	0	0	1
251 Excessive heat, scorch burns with no ignition	0	1	0	0
311 Medical assist, assist EMS crew	148	136	121	123
311AMedical assist, assist EMS crew, Advanced Skills	9	6	5	0
320 Emergency medical service, other	0	0	1	2
322 Motor vehicle accident with injuries	2	1	2	1
323 Motor vehicle/pedestrian accident (MV Ped)	0	0	1	0
324 Motor Vehicle Accident with no injuries	1	0	1	1
351 Extrication of victim(s) from building/structure	0	0	0	1
352 Extrication of victim(s) from vehicle	0	0	0	1
353 Removal of victim(s) from stalled elevator	0	0	0	1
360 Water & ice-related rescue, other	0	0	0	1
360AWater & ice-related rescue, no rescue	1	0	0	2
362 Ice rescue	1	0	1	1
363 Swift water rescue	0	1	0	0
412 Gas leak (natural gas or LPG)	3	0	0	0
413 Oil or other combustible liquid spill	0	0	1	1
422 Chemical spill or leak	0	0	1	0
423 Refrigeration leak	1	0	0	0
424 Carbon monoxide incident	2	2	5	12
440 Electrical wiring/equipment problem, Other	1	0	0	1
441 Heat from short circuit (wiring), defective/worn	0	0	0	1
444 Power line down	1	0	0	0
445 Arcing, shorted electrical equipment	2	0	0	1
463 Vehicle accident, general cleanup	2	2	0	2
511 Lock-out	4	2	1	6
520 Water problem, Other	0	1	0	0
522 Water or steam leak	0	0	0	1
531 Smoke or odor removal	0	1	0	1
5311Smoke or odor investigation	4	10	5	1
542 Animal rescue	1	0	0	0

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Incident Type Period Comparisons

Alarm Date Between {03/01/2017} and {03/31/2017}

Incident Type	03/01/2017 to 03/31/2017	03/01/2016 to 03/31/2016	03/01/2015 to 03/31/2015	03/01/2014 to 03/31/2014
550 Public service assistance, Other	0	0	1	0
551 Assist police or other governmental agency	0	0	0	2
552 Police matter	0	1	0	0
553 Public service	1	1	0	0
561 Unauthorized burning	1	2	2	1
571 Cover assignment, standby, moveup	1	0	0	0
600 Good intent call, Other	1	1	1	0
611 Dispatched & cancelled en route	1	4	1	0
622 No Incident found on arrival at dispatch address	0	2	0	0
631 Authorized controlled burning	0	0	1	0
651 Smoke scare, odor of smoke	1	0	0	0
700 False alarm or false call, Other	0	2	0	4
731 Sprinkler activation due to malfunction	1	0	0	0
733 Smoke detector activation due to malfunction	1	1	2	1
735 Alarm system sounded due to malfunction	1	1	1	1
736 CO detector activation due to malfunction	0	0	1	0
740 Unintentional transmission of alarm, Other	1	0	3	0
740ASystem damage due to tow motor	0	0	1	0
741 Sprinkler activation, no fire - unintentional	1	0	0	1
743 Smoke detector activation, no fire -	3	3	4	1
744 Detector activation, no fire - unintentional	2	1	2	0
745 Alarm system activation, no fire - unintentional	3	2	6	5
746 Carbon monoxide detector activation, no CO	1	4	1	3
900 Special type of incident, Other	1	0	2	0
911ACitizen complaint unauthorized burning.	1	0	0	0
911BCitizen complaint unauthorized burning no permit	0	1	1	1
Totals	216	193	186	188

neenah menasha fire rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2017} and {03/31/2017}

Incident Type	01/01/2017 to 03/31/2017	01/01/2016 to 03/31/2016	01/01/2015 to 03/31/2015	01/01/2014 to 03/31/2014
	4	0	0	0
100 Fire, Other	0	0	0	1
111 Building fire	6	5	15	6
112 Fires in structure other than in a building	0	0	0	1
113 Cooking fire, confined to container	3	1	1	2
114 Chimney or flue fire, confined to chimney or	1	0	0	0
117 Commercial Compactor fire, confined to rubbish	0	1	0	0
118 Trash or rubbish fire, contained	0	0	0	1
1181Materials on stove top	0	0	0	1
130 Mobile property (vehicle) fire, Other	1	1	0	0
131 Passenger vehicle fire	0	4	3	5
132 Road freight or transport vehicle fire	0	0	1	0
138 Off-road vehicle or heavy equipment fire	0	1	0	0
151 Outside rubbish, trash or waste fire	0	0	1	1
153 Construction or demolition landfill fire	0	0	1	0
154 Dumpster or other outside trash receptacle fire	2	1	0	0
162 Outside equipment fire	0	1	0	0
200 Overpressure rupture, explosion, overheat other	0	0	0	1
221 Overpressure rupture of air or gas pipe/pipeline	1	1	0	0
251 Excessive heat, scorch burns with no ignition	0	1	0	0
300 Rescue, EMS incident, other	3	2	3	2
311 Medical assist, assist EMS crew	427	384	345	385
311AMedical assist, assist EMS crew, Advanced Skills	29	18	16	0
320 Emergency medical service, other	2	1	3	5
322 Motor vehicle accident with injuries	5	3	5	1
323 Motor vehicle/pedestrian accident (MV Ped)	0	0	1	0
324 Motor Vehicle Accident with no injuries	1	0	1	2
331 Lock-in (if lock out , use 511)	3	0	0	0
351 Extrication of victim(s) from building/structure	0	0	0	1
352 Extrication of victim(s) from vehicle	1	0	0	1
353 Removal of victim(s) from stalled elevator	0	1	0	1
360 Water & ice-related rescue, other	1	0	0	1
360AWater & ice-related rescue, no rescue	4	2	1	3
362 Ice rescue	3	2	2	3
363 Swift water rescue	0	1	0	0
411 Gasoline or other flammable liquid spill	0	1	0	2
412 Gas leak (natural gas or LPG)	6	2	0	2
413 Oil or other combustible liquid spill	1	2	2	1
422 Chemical spill or leak	1	2	1	0
423 Refrigeration leak	1	0	0	0
424 Carbon monoxide incident	10	6	16	24

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Incident Type Period Comparisons

Alarm Date Between {01/01/2017} and {03/31/2017}

Incident Type	01/01/2017 to 03/31/2017	01/01/2016 to 03/31/2016	01/01/2015 to 03/31/2015	01/01/2014 to 03/31/2014
440 Electrical wiring/equipment problem, Other	2	0	1	1
441 Heat from short circuit (wiring), defective/worn	0	0	0	1
442 Overheated motor	0	1	1	1
444 Power line down	2	0	0	1
445 Arcing, shorted electrical equipment	3	1	0	4
463 Vehicle accident, general cleanup	3	5	3	3
500 Service Call, other	2	0	3	4
511 Lock-out	10	7	5	9
520 Water problem, Other	3	1	0	1
521 Water evacuation	0	0	1	0
522 Water or steam leak	0	2	3	3
531 Smoke or odor removal	1	4	3	3
5311Smoke or odor investigation	20	28	26	17
542 Animal rescue	1	0	0	0
550 Public service assistance, Other	0	0	1	0
551 Assist police or other governmental agency	6	1	3	3
552 Police matter	0	1	0	0
553 Public service	1	1	1	2
554 Assist invalid	0	0	0	1
561 Unauthorized burning	2	2	2	1
571 Cover assignment, standby, moveup	1	0	1	2
600 Good intent call, Other	1	1	2	1
611 Dispatched & cancelled en route	7	10	7	5
622 No Incident found on arrival at dispatch address	3	5	1	0
631 Authorized controlled burning	0	0	1	0
650 Steam, Other gas mistaken for smoke, Other	0	0	1	0
651 Smoke scare, odor of smoke	3	0	1	1
652 Steam, vapor, fog or dust thought to be smoke	1	1	0	1
653 Smoke from barbecue, tar kettle	0	1	0	0
700 False alarm or false call, Other	7	7	10	8
710 Malicious, mischievous false call, Other	0	1	0	0
714 Central station, malicious false alarm	0	1	0	0
730 System malfunction, Other	0	0	1	0
730MSystem Malfunction Due to Mechanical Damage	0	0	3	1
731 Sprinkler activation due to malfunction	1	1	0	1
733 Smoke detector activation due to malfunction	2	3	5	6
734 Heat detector activation due to malfunction	1	0	0	2
735 Alarm system sounded due to malfunction	5	4	5	8
736 CO detector activation due to malfunction	3	2	1	1
740 Unintentional transmission of alarm, Other	4	2	5	2
740ASystem damage due to tow motor	2	4	1	1

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Incident Type Period Comparisons

Alarm Date Between {01/01/2017} and {03/31/2017}

Incident Type	01/01/2017 to 03/31/2017	01/01/2016 to 03/31/2016	01/01/2015 to 03/31/2015	01/01/2014 to 03/31/2014
741 Sprinkler activation, no fire - unintentional	5	1	9	5
742 Extinguishing system activation	0	0	1	0
743 Smoke detector activation, no fire -	9	9	6	9
744 Detector activation, no fire - unintentional	4	4	4	3
745 Alarm system activation, no fire - unintentional	9	11	17	18
746 Carbon monoxide detector activation, no CO	11	9	11	14
900 Special type of incident, Other	1	0	2	0
911ACitizen complaint unauthorized burning.	1	0	0	0
911BCitizen complaint unauthorized burning no permit	1	2	2	2
Totals	654	577	568	599

NMFR's Automatic Aid Calls to the City of Appleton

Date	Address	Incident Type
1/10/17	1807 S. Peabody St.	EMS
1/25/17	Midway Rd./Barker Ln.	EMS
2/4/17	3719 E. Calumet ST.	Structure Fire
2/6/17	3301 E. Calumet St.	EMS
2/6/17	2820 S. Kernan Ave.	EMS
2/17/17	1736 E. Orchard Lane	EMS
2/16/17	3701 E. Calumet St.	EMS
2/22/17	1624 E. Harding Dr.	EMS
2/24/17	3013 S. Chain Dr.	Structure Fire
2/27/17	3225 S. Scarlet Oak Ln.	EMS
3/6/17	525 S. Schaefer St.	Structure Fire
3/7/17	2240 E. Plank Rd.	EMS
3/9/17	1633 E. Roeland Ave.	EMS
3/13/17	Midway Rd./Oneida St.	EMS
3/15/17	1727 E. Midway Rd.	EMS
3/20/17	1712 E. Audrey Ln.	EMS

Automatic Aid Call Time Period Comparisions

Time Period	NMFR's Automatic Aid Calls to the City of Appleton	AFD's Automatic Aid Calls to the City of Menasha
1/1/17 - 3/31/17	16	40
1/1/16 - 3/31/16	13	23
1/1/15 - 3/31/15	26	31
1/1/14 - 3/31/14	21	15
1/1/13 - 3/31/13	29	26

AFD's Automatic Aid calls to the City of Menasha

Date	Address	Incident Type
1/3/17	1461 Kenwood Dr.	EMS
1/7/17	956 Mistflower Ct.	EMS
1/9/17	800 Midway Rd.	EMS
1/13/17	Lucerne Dr./London St.	EMS
1/16/17	1711 Midway Pl.	EMS
1/16/17	1012 Lucerne Dr.	EMS
1/16/17	407 Seventh St.	EMS
1/17/17	719 E. Cecil St.	EMS - Cancelled in Route
1/21/17	1284 Midway Rd.	EMS
1/25/17	1104 Lucerne Dr.	EMS
1/26/17	Lucerne Dr./London St.	EMS
1/30/17	1095 Midway Rd.	EMS
2/1/17	1013 Lucerne Dr.	EMS
2/5/17	1721 Midway Pl.	EMS
2/6/17	1721 Midway Pl.	EMS
2/6/17	1711 Midway Pl.	EMS
2/7/17	1463 Kenwood Dr.	EMS
2/10/17	1721 Midway Pl.	EMS
2/11/17	1431 Kenwood Dr.	Structure Fire
2/11/17	940 Airport Rd.	Structure Fire
2/13/17	1427 Kenwood Dr.	EMS
2/15/17	1751 Midway Pl	EMS
2/15/17	1109 Geneva Rd.	EMS
2/18/17	1151 Midway Rd.	EMS
2/20/17	1570 Midway Pl.	EMS
2/21/17	1463 Kenwood Dr.	EMS
2/21/17	1657 Hickory Hollow Ln.	EMS
2/22/17	1435 Kenwood Dr.	EMS
2/24/17	Hwy 10 EB/Appleton Rd.	EMS
3/1/17	1345 Lucerne Dr.	EMS
3/2/17	1675 Drum Corps Drive	EMS
3/5/17	Hwy 10 EB/Appleton Rd.	EMS
3/9/17	1550 Midway Pl.	EMS
3/10/17	1794 Garnet Ct.	EMS
3/12/17	1461 Kenwood Dr.	EMS
3/14/17	1702 Midway Pl.	EMS
3/19/17	1220 Meadowview Dr.	Structure Fire
3/19/17	Appleton Rd.	EMS
3/24/17	824 Warsaw St.	Structure Fire
3/25/17	1435 W. Valley Rd.	EMS

PREPARED 04/19/17, 15:42:53
PROGRAM GM601L
REPORT NAME: BS-FIRE

NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
Fire Department							
Fire							
180-2301-712.01-01	Salaries	1,075,795	369,344	1,026,724	5,083,430	4,056,706	20
180-2301-712.01-04	Overtime Wages	20,165	7,740	30,359	121,270	90,911	25
180-2301-712.01-05	Reimbursement / Overtime	0	0	0	0	0	0
180-2301-712.01-06	FLSA Overtime Wages	10,353	3,737	11,164	47,000	35,836	24
180-2301-712.01-10	Health Insurance	186,409	53,120	331,230	906,830	575,600	37
180-2301-712.01-11	Fringes	249,812	95,717	272,074	1,315,640	1,043,566	21
180-2301-712.01-15	Schools/Seminars/Training	1,671	300	2,608	14,110	11,502	18
180-2301-712.01-16	Test/Certification for Eq	0	722	2,295	6,000	3,705	38
180-2301-712.01-17	Clothing Allowance	28,759	323	29,715	32,000	2,285	93
180-2301-712.01-18	License Renewal	8,856	0	0	150	150	0
180-2301-712.01-23	Auto Allowance	0	0	0	150	150	0
180-2301-712.01-28	Empl Recognition Awards	0	0	0	880	880	0
180-2301-712.02-02	Outside Printing	0	0	25	800	775	3
180-2301-712.02-03	Postage	77	58	76	660	584	12
180-2301-712.02-04	Conferences & Meetings	435	120	622	1,500	878	41
180-2301-712.02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712.02-07	Dues & Memberships	678	280	610	1,740	1,130	35
180-2301-712.02-09	Maintenance of PPE/SCBA	1,131	262	262	6,000	5,738	4
180-2301-712.02-10	Maint of Computer Hardwre	0	0	0	1,300	1,300	0
180-2301-712.02-11	Maint of Other Equipment	0	80	99	3,500	3,401	3
180-2301-712.02-12	Maint of Office Equipment	0	0	0	0	0	0
180-2301-712.02-13	Maint of Motor Vehicles	16,085	37	2,908	35,000	32,092	8
180-2301-712.02-14	Maint of Buildings	143	455	817	4,000	3,183	20

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180-2301-712.02-15	Maint of Radio Equipment	4,163	6,039	6,039	6,000	39-	101
180-2301-712.02-16	Maint of Operating Equip	1,663	6	1,012	3,000	1,988	34
180-2301-712.02-18	Maint of software	926	0	1,507	9,000	7,493	17
180-2301-712.02-21	Telephone	5,198	340	5,341	9,100	3,759	59
180-2301-712.02-22	Electricity	7,534	3,840	6,524	52,000	45,476	13
180-2301-712.02-23	Natural Gas	5,417	2,651	5,630	27,000	21,370	21
180-2301-712.02-24	Water & Sewer	1,426	373	1,021	12,200	11,179	8
180-2301-712.02-25	Commercial Dumpster	0	0	0	0	0	0
180-2301-712.02-26	Storm Water	457	126	420	3,100	2,680	14
180-2301-712.02-27	Cellular Telephone	458	304	764	4,320	3,556	18
180-2301-712.02-32	Auditing Services	0	0	0	1,750	1,750	0
180-2301-712.02-36	Outside Services	1,860	1,268	2,480	12,200	9,720	20
180-2301-712.02-37	Pest Control	0	0	0	600	600	0
180-2301-712.02-38	Professional Services	0	0	139	11,000	10,861	1
180-2301-712.02-41	Tree Planting & Landscape	0	0	0	1,200	1,200	0
180-2301-712.02-42	Permits	22	0	0	30	30	0
180-2301-712.02-46	Liability Insurance	32,834	0	0	34,150	34,150	0
180-2301-712.02-47	Auto/Physical Damage Ins	11,810	0	13,285	16,480	3,195	81
180-2301-712.02-52	Rental of Equipment	22	22	49	350	301	14
180-2301-712.02-54	Printer / Copies	627	627	627	3,200	2,573	20
180-2301-712.02-55	Neenah City I/S Services	32,418	11,196	33,588	134,350	100,762	25
180-2301-712.02-56	Neenah City Finance Ser.	5,712	1,942	5,825	23,310	17,485	25
180-2301-712.02-57	Neenah City H/R Services	10,000	3,667	11,000	44,000	33,000	25

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NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
180-2301-712.02-62	Public Relations/Services	456	0	237	5,060	4,823	5
180-2301-712.02-92	FVTC Reimbursements	0	0	0	0	0	0
180-2301-712.02-93	Maint of Motor Veh/Fleet	0	0	0	100	100	0
180-2301-712.02-94	Oil and Fluids/Fleet	0	0	0	100	100	0
180-2301-712.02-96	Maint of Equipment/Fleet	0	0	0	100	100	0
180-2301-712.03-01	Office Supplies	693	119	482	2,000	1,518	24
180-2301-712.03-06	Cleaning/Janitor Supplies	3,102	668	2,321	12,000	9,679	19
180-2301-712.03-08	Books and Periodicals	0	290	290	1,000	710	29
180-2301-712.03-10	Gasoline & Oil	3,489	1,075	3,768	25,000	21,232	15
180-2301-712.03-19	Safety Supplies	818	1,580	1,688	6,000	4,312	28
180-2301-712.03-20	Small Tools	11	198	223	1,000	777	22
180-2301-712.03-25	Consumable supplies	0	0	235	2,000	1,765	12
180-2301-712.03-26	Photography Supplies	0	0	0	500	500	0
180-2301-712.03-33	All Other Supplies	511	87	431	3,000	2,569	14
180-2301-712.03-43	Small Program Packages	8	0	0	0	0	0
180-2301-712.03-44	Small Equipment	1,499	37	120	6,170	6,050	2
180-2301-712.03-47	Small Computer Hardware	0	28	48	600	552	8
180-2301-712.03-48	Per Protective Equipment	190	0	374	40,084	39,710	1
180-2301-712.03-50	Training Supplies	55	286	286	2,000	1,714	14
180-2301-712.81-08	Office Furniture & Equip	0	0	0	2,500	2,500	0
180-2301-712.81-13	Communication Equipment	2,360	560	560	6,070	5,510	9
180-2301-712.81-14	Computer Software Outlay	0	0	0	2,000	2,000	0
180-2301-712.81-15	Computer Hardware Outlay	0	0	210	8,430	8,220	2
180-2301-712.81-33	All Other Equipment	2,195	0	0	20,000	20,000	0

PREPARED 04/19/17, 15:42:53
PROGRAM GM601L
REPORT NAME: BS-FIRE

NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
180-2301-712.81-49	Household Purchases	2,748	91	2,570	5,000	2,430	51
*	Fire	1,741,050	569,716	1,820,681	8,141,214	6,320,533	22

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NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
	Reg Spec Oper Resp Team						
180-2314-712.01-04	Overtime Wages	0	0	0	7,130	7,130	0
180-2314-712.01-05	Reimbursement / Overtime	0	0	0	0	0	0
180-2314-712.01-11	Fringes	0	0	0	1,840	1,840	0
180-2314-712.02-16	Maint of Operating Equip	0	0	0	500	500	0
180-2314-712.03-20	Small Tools	43	0	0	500	500	0
180-2314-712.03-48	Per Protective Equipment	0	0	324	3,040	2,716	11
180-2314-712.03-50	Training Supplies	0	0	0	500	500	0
180-2314-712.81-33	All Other Equipment	200	0	0	500	500	0
*	Reg Spec Oper Resp Team	243	0	324	14,010	13,686	2

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NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
	Joint Fire Commission						
180-2320-712.02-03	Postage	0	0	0	500	500	0
180-2320-712.02-06	Advertising & Publication	0	0	0	1,000	1,000	0
180-2320-712.02-36	Outside Services	0	0	0	2,500	2,500	0
180-2320-712.02-61	Misc Expenditures	0	0	0	500	500	0
*	Joint Fire Commission	0	0	0	4,500	4,500	0

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NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
	Special Reserves & Escrow						
180-2326-712.01-01	Salaries	0	0	0	5,620	5,620	0
180-2326-712.01-10	Health Insurance	0	0	0	34,130	34,130	0
180-2326-712.01-11	Fringes	0	0	0	1,400	1,400	0
*	Special Reserves & Escrow	0	0	0	41,150	41,150	0
**	Fire Department	1,741,293	569,716	1,821,005	8,200,874	6,379,869	22

PREPARED 04/19/17, 15:42:53
PROGRAM GM601L
REPORT NAME: BS-FIRE

NEENAH MENASHA FIRE-RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
3/31/17 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2016 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2017 Y-T-D ACTUAL	2017 ADJUSTED BUDGET	2017 REMAINING BALANCE	BUD % USED
Other							
Water Rescue Services							
180-2479-712.01-04	Overtime Wages	4,478	0	809	3,600	2,791	22
180-2479-712.01-05	Reimbursement / Overtime	0	0	0	0	0	0
180-2479-712.01-11	Fringes	940	0	213	1,240	1,027	17
180-2479-712.01-15	Schools/Seminars/Training	0	204	204	4,000	3,796	5
180-2479-712.01-18	License Renewal	0	0	0	0	0	0
180-2479-712.02-07	Dues & Memberships	305	0	0	0	0	0
180-2479-712.02-09	Maintenance of PPE/SCBA	0	0	0	2,000	2,000	0
180-2479-712.02-15	Maint of Radio Equipment	41	0	0	1,000	1,000	0
180-2479-712.02-16	Maint of Operating Equip	2,077	0	25	1,500	1,475	2
180-2479-712.02-61	Misc Expenditures	0	0	0	0	0	0
180-2479-712.03-33	All Other Supplies	0	0	31	500	469	6
180-2479-712.03-44	Small Equipment	0	0	327	2,000	1,673	16
180-2479-712.03-48	Per Protective Equipment	0	0	59	3,500	3,441	2
180-2479-712.81-13	Communication Equipment	0	0	0	600	600	0
180-2479-712.81-33	All Other Equipment	0	0	0	1,650	1,650	0
*	Water Rescue Services	7,840	204	1,668	21,590	19,922	8
**	Other	7,840	204	1,668	21,590	19,922	8
***	Neenah Menasha Fire	1,749,133	569,920	1,822,673	8,222,464	6,399,791	22

Memorandum

TO: NMFR Joint Finance & Personnel Committee Members

FROM: Deputy Chief Victor Voss

DATE: April 11, 2017

RE: New City of Neenah CIP Request for 2017

Over the years, the current data system for our phones and computers, at all four fire stations, has been added to/expanded on as needed which has created a rather unorganized system. The fiber hub and network switch is located in Management Assistant Theisen's office near the ceiling. This location is difficult to access by City of Neenah IS staff and causes disruption in this work area when work needs to be completed by IS staff. The existing equipment is causes constant "white" noise in the work area.

In speaking to IS Director Wenninger, discussion was held on relocating this hub and network switch into an area that is easier to access by IS staff and re-organize into a better method so when troubleshooting and/or updates need to be made less time is spent by staff sorting through the disorganization.

The proposal is to create dedicated conduits from each floor to the basement telecommunications room and pull new data cabling. All equipment would be mounted, properly grounded and bonded into this room which will double expansion capabilities. Work will be completed by NMFR staff, Neenah IS staff and One Source Technology, Inc. By having internal staff take on some of the project work this has reduced the cost by $4,000.

We are requesting to complete this work soon as the office space is currently being remodeled. NMFR staff can drill the large holes in the concrete floor and ceiling while the office is being remodeled as this causes significant dust/mess. New carpet will be installed after a majority of the work has been completed. This should also reduce the frequency of headaches our staff member is experiencing with the continuous "white" noise in her office. This is a City of Neenah only project.

An appropriate motion would be *to recommend the City of Neenah Common Council approve increasing the 2017 Capital Facilities Budget by $12,000.00 which would be funded through the 2017 Facilities Reserve account and approve the new CAT 6 cabling LL rack along with the new design installation/equipment of a planned data system for Station 32.*

If you have any questions, please feel free to call me at 886-6202. Thank you for your consideration.

VV/tt

CITY OF NEENAH
2017 - 2021 CAPITAL IMPROVEMENTS PROGRAM BUDGET
DETAIL PROJECT SCHEDULE

PROJECT DESCRIPTION AND PROGRAM COMMENTS	2017 BUDGET ADOPTED	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
2017 FACILITIES				
Administration Building				
1. Replace skylight pane	$15,000	$15,000	$15,000	$15,000
Total 2017 Administration Building	**$15,000**	**$15,000**	**$15,000**	**$15,000**
Police Department				
1 Joint Training Facility Upgrade. N/M Fire and NPD are sharing the costs of updating the Burn Building by adding movable walls and an outside stairwell, expanding training variety for both departments.	17,500	$17,500	$17,500	$17,500
Total 2017 Police Department	**$17,500**	**$17,500**	**$17,500**	**$17,500**
Fire Department				
1. Structured Cabling: New CAT 6 cabling and LL rack. Project includes design/ installation/equipment of a planned data system for St 32. The current data system has been added to/expanded on as needed over the years creating a rather unorganized system. The fiber hub and network switch is located in an office, near the ceiling. This location is difficult to access by IS staff and causes disruption in the work area when work needs to be done. The existing equipment causes constant "white" noise. The proposal is to create dedicated conduits from each floor to the basement telecommunications room and pull new data cabling. All equipment would be mounted properly grounded and bonded in this room, doubling expansion capabilities. The project will be completed by NMFR staff, Neenah IS and One Source Technologies Inc. The request is to have this project done at this time because the office space is being remodeled. Drilling large holes through the concrete floor and ceiling in the room will cause significant loss of use of the room and construction dust/mess. New carpet is to be installed and would be done after the major construction is completed. This is a City of Neenah property and Neenah is responsible for 100% of the project. Total project not to exceed $12,000 and to be funded with 2017 Facilities Reserve funds.	-- **Memo Only** -- New project identified subsequent to adoption of 2017 Capital Facilities Budget. Subject to Joint Fire/Rescue Finance Committee and Neenah Common Council approval.			
Total 2017 Fire Department	**0**	**$0**	**$0**	**$0**

Neenah-Menasha Fire Rescue

Memorandum

TO: NMFR Joint Finance Committee

FROM: Chief Kevin Kloehn
Assistant Chief Mike Sipin

DATE: April 18, 2017

RE: Dive Equipment Quote

In our 2017 CIP budget, there is $20,000 approved for the purchase of dive related personal protective equipment. These items consisted of the following:

4 – Dive dry suits
4 – Pair of heavy duty gloves
12 – Sets of dry suit thermal liners
12 – Head hoods

The dry suits identified in this memo are manufactured by Dive Rescue International (DRI). There was only one quote received for the dive suits, as well as the gloves and thermal liners, as DRI is the sole manufacturer/provider of these items. These suits were selected after careful evaluation on fit, function, options, service, and manufacturer reputation. They will also complete the purchasing process that will provide all divers with a standardized dive suit.

The original budget narrative did not include a reference to the gloves. The gloves are a part of the suit, but billed separately. The glove is a thermal lined glove for use in cold weather operations. It can be removed to provide greater dexterity during warm water operations if so desired by the diver. They are an essential part of the overall protection.

The final two items, hoods and thermal liners, are requested to provide each diver with a personalized set of thermal protective equipment used during cold water dives so they fit to each diver. Also noted is that the DRI quote shows 15 hoods and 15 dry suit thermal liners; this number should be 12. This would reflect a savings of $797.25. The final quote would reflect a total of $11,766.32.

An appropriate motion would be *a recommendation to the City of Neenah and City of Menasha Common Councils to approve the purchase of 4 dry dive suits, 4 heavy duty gloves, 12 sets of dry suit thermal lines and 12 head hoods from Dive Rescue International for a cost not to exceed $11,766.32.*

If you have any questions, please feel free to call me at 886-6203. Thank you for your consideration.

KK/tt

Enclosure

Dive Rescue International, Inc
201 N. Link Lane
Ft. Collins, CO 80524-4618
P: (800) 248-3483 F: (970) 482-0893
www.diverescueintl.com

Quote

Date	Quote #
4/14/2017	008504

Name / Address
NEENAH-MENASHA FIRE RESCUE ACCOUNTS PAYABLE 125 E COLUMBIAN AVE NEENAH, WI 54956-3013

Ship To
NEENAH-MENASHA FIRE RESCUE ASST CHIEF MIKE SIPIN 125 E COLUMBIAN AVE NEENAH, WI 54956 920-886-6220 msipin@nmfire.org

Account #	P.O. No.	Terms	Rep
NEE1500		Net 30	LM

Item Code	Qty	Description	Cost	U/M	Total
6850	4	DUI TLS PS Select Dry Suit DUI TLS PUBLIC SAFETY SELECT DRY SUIT •Trilaminate material made of Nylon/Butyl/Rubber/Nylon •Black body with black Cordura upper body overlay •Double layer material over knees, shoulders, arms & buttocks for durability and visibility * Zip Seals - latex neck/hood combo & standard wrist seals; •Classic Diagonal front entry zipper •Telescoping torso, suspenders & crotch strap •Warm neck collar •Reflective tape down arms and around wrist •Apeks swivel inlet & adjustable automatic exhaust valves & 36" inflator hose with oversized quick disconnect •High visibility overlays •Internal waist adjustment cord •Attached Turbo Boots or attached Superflex boots or neoprene sock with Rock Boot System * Twin pockets -Cargo left leg and zippered pocket on right leg * CF 200 Kevlar knee pads •Public Safety patch • DUI will attach a customer supplied Team Patch at no additional charge above Special Ops patch •DUI dry suit bag, talc and Zip Stick • Available in 15 men's sizes SS, S, ST, MS, M, MT, LS, L, LT, XLS, XL, XLT, XXLS, XXL, XXLT	1,954.00	ea	7,816.00

Sales Tax (0.0%)	
Total	

Dive Rescue International, Inc
201 N. Link Lane
Ft. Collins, CO 80524-4618
P: (800) 248-3483 F: (970) 482-0893
www.diverescueintl.com

Quote

Date	Quote #
4/14/2017	008504

Name / Address	Ship To
NEENAH-MENASHA FIRE RESCUE ACCOUNTS PAYABLE 125 E COLUMBIAN AVE NEENAH, WI 54956-3013	NEENAH-MENASHA FIRE RESCUE ASST CHIEF MIKE SIPIN 125 E COLUMBIAN AVE NEENAH, WI 54956 920-886-6220 msipin@nmfire.org

Account #	P.O. No.	Terms	Rep
NEE1500		Net 30	LM

Item Code	Qty	Description	Cost	U/M	Total
		•TLS Public Safety Signature (Custom) suit has an upcharge of $220.00			

Sales Tax (0.0%)	
Total	

Dive Rescue International, Inc
201 N. Link Lane
Ft. Collins, CO 80524-4618
P: (800) 248-3483 F: (970) 482-0893
www.diverescueintl.com

Quote

Date	Quote #
4/14/2017	008504

Name / Address	Ship To
NEENAH-MENASHA FIRE RESCUE ACCOUNTS PAYABLE 125 E COLUMBIAN AVE NEENAH, WI 54956-3013	NEENAH-MENASHA FIRE RESCUE ASST CHIEF MIKE SIPIN 125 E COLUMBIAN AVE NEENAH, WI 54956 920-886-6220 msipin@nmfire.org

Account #	P.O. No.	Terms	Rep
NEE1500		Net 30	LM

Item Code	Qty	Description	Cost	U/M	Total
6860	4	DUI ZipGloves- Heavy Duty with Wrist Dam & Liners This glove has a wrist dam to minimize flooding in the event of a puncture of the glove	165.33	pr	661.32
MISC	15	Aqualung Hot head Hood D9272X 3mm neoprene for warmth in mild temperatures • Hook & loop closure at side of neck for easy donning • Cap style hood provides warmth and protection around face and ears • Taped seams keep water out • Hanging loop located at top for easy drying • Descriptive hang tag attached to hanging loop sizes XS-XXL head circumference / neck circumference XS 20" - 20.5" / 14" - 14.5" SM 20.5" - 21.5" / 14.5" - 14.75" MD 23.5" - 24.5" / 15.5" - 16" LG 22.5" - 23.5" / 15" - 15.5" XL 23.5" - 24.5" / 15.5" - 16" 2XL 24.5" - 25" / 16" - 16.5"	15.75		236.25
FREIGHT	1	Freight Charge	100.00		100.00

Prices do not include shipping and handling unless stated in quote.
Prices are valid for 30 days.
Payment terms ar 2% 10 net 30 with established accounts, payable in US funds.

Sales Tax (0.0%)	$0.00
Total	$8,813.57