

Revised
NMFR Joint Finance & Personnel Committee Meeting
July 23, 2019 – 5:30 p.m.
Hauser Room – City of Neenah

Present: Ald. Stevenson, Ald. Grade, Ald. Boyette, Sevenich, Kunz and Ropella

Also Present: Chief Kloehn, Director Easker, Director Jacobs, AC Green and MA Ellis

Public: No members of the public were present.

Ald. Sevenich called the meeting to order at 5:30 p.m.

Meeting Minutes: The committee reviewed the minutes from May 28, 2019. **MSC Grade/Stevenson to approve the May 28, 2019 meeting minutes and place on file, all voting aye.**

Activity & Automatic Aid Reports: The Committee reviewed the June and 2nd quarter activity and automatic reports. **MSC Stevenson/Boyette to approve the June 2019 and 2nd quarter activity and automatic aid reports and place on file, all voting aye.**

5:35 p.m. Director Jacobs entered the meeting.

Budget Summary: The Committee reviewed the 2nd quarter budget summary and the memo regarding the maintenance of motor vehicle line item. Ald. Kunz asked if some these expenses due to stretching out replacement or if this is the cost of maintaining vehicles. Chief Kloehn said that we are off a couple of years for replacing vehicles. Some of the things that are coming up are with our two oldest vehicles. We are doing well with what we have and the mechanics do a good job of maintaining our equipment. Ald. Grade asked if this is something we want to address during budget cycle. Chief Kloehn noted we did request the budget we felt we needed and it was reduced the last couple of budget cycles. Ald. Ropella asked if we have to send engines to EMS calls and if we can break these calls apart but getting smaller vehicles for EMS calls. Chief Kloehn explained how we cover the calls and why we cannot split engine companies up. Ald. Sevenich said he's heard this excuse for years on having to take engines to calls as we are only there for 1-2 minutes for EMS calls. There has to be a better way to handle these calls. Chief Kloehn said research was done by former Assistant Chief Sipin. He can provide this information to the committee regarding this. Ald. Stevenson asked that this information be sent to the Committee for review again. Ald. Kunz said this discussion has been held and regardless of how engines are run there is a specific life expectancy for the equipment and the truck and it has to be replaced. **MSC Grade/Stevenson to approve the 2nd quarter budget report and place on file, all voting aye.**

Consideration and Action of the City of Neenah Ordinance 2019-5 Amending portions of Chapter 7, Article II, Fire Prevention Code: The Committee reviewed the information. Ald. Kunz asked if there is any conflict between some of the differences in the codes between the two Cities. AC Green said there is no conflicts and he removed redundancies, outdated language and clean them up to be as consistent as he could in both Cities. Ald. Stevenson asked if there was any significant operational changes this will affect. AC Green said no. **MSC Ald. Stevenson/Kunz recommends the City of Neenah Common Council adopt the City of Neenah Ordinance 2019-5 amending portions of Chapter 7, Article II, Fire Prevention Codes, all voting aye.**

Consideration and Action of City of Menasha Ordinance O-xx-19 Amend Title 5, Chapter 2, SEC 5-2(b) of the Code of Ordinance of the City of Menasha: **MSC Grade/Ropella recommends the City of Menasha Common Council approve the City of Menasha Ordinance O-xx-19 Amend Title 5, Chapter 2, SEC 5-2(b) of the Code of Ordinance of the City of Menasha, all voting aye.**

Consideration and Action of City of Menasha Ordinance O-xx-19 Amend Title 5, Chapter 3 of the Code of Ordinances of the City of Menasha: **MSC Grade/Ropella recommends the City of Menasha Common Council approve the City of Menasha Ordinance O-xx-19 Amend Title 5, Chapter 3 of the Code of Ordinances of the City of Menasha, all voting aye.**

Automatic Aid Update with Appleton Fire Department: Chief Kloehn said his letter to both County Boards has brought response to him. Both boards are in support of this for both departments. They continue to work on this and there are specific project timelines that have to be met. The Committee was deeply concerned on the time it's taking to fix this issue and asked Chief Kloehn to develop a possible plan of action for the next step if this doesn't get fixed soon.

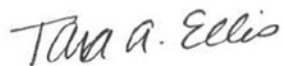
Automatic Aid between NMFR and Village of Fox Crossing Fire Department (FCFD): The Committee reviewed the memo from Chief Kloehn on the history and intent of this agreement. He noted all departments in the Counties already work together with the county mutual aid agreement. Call volumes were discussed and it would be between 5-10 calls per year and would only be on the East side of Fox Crossing. Ald. Ropella asked the difference in response times between the two departments. Chief Kloehn said FCFD has been slowly adding day staffing. It depends upon how their station is staffed. If it's staffed like ours it will be a similar response. When it's not fully staffed it will be a longer response time. Ald. Boyette is in agreement with this and asked that both City Attorney's review this prior to signing. Ald. Ropella said he is in favor of this and working together but only once Fox Crossing has a full time fire department like us. He feels the residents in the towns will get full time coverage and not pay for it and Menasha can't afford this. Ald. Kunz likes the cooperation aspect of this. It would be nice if FCFD was full time and asked if there was a way to see if we can structure this agreement based on the staffing of their fire department. There is concern on the continuous battles between the City's and area townships. Chief Kloehn said he understands where everyone is coming from. From our perspective, and any fire departments perspective, we all look at the best way and the most efficient way we can provide services. We are looking at nurturing a department to help them become a full time department. Ald. Stevenson said agrees with the Chief at exploring a way to continue to provide the high level of service but reduce redundancies that would eventually lead to saving money for everyone involved. He expressed some concern with the first step of an automatic aid agreement by having a full time department supplement a part time department. Ald. Grade said the vision plan is good and in the interim FCFD will not have the staffing. Maybe we should look at billing them for every call we help them with until they have a full time department. Ald. Boyette asked if there is some potential funding to help support them without us funding it all. She asked that this be explored and brought back to committee for review. Chief Kloehn said there is a little bit of money savings with us. On a structure fire in our Cities we have to pay overtime to staff one of our vehicles and with this agreement there is potential of having FCFD respond and we do not have to pay overtime to staff a vehicle. We could move other engine companies around. He doesn't have exact figures and can't provide them until data is obtained with this agreement. Ald. Ropella said he only supports this if the residents of Fox Crossing pay for our service. Ald. Kunz said he appreciates Chief Kloehn's perspective and feels there is some potential with this agreement. He would support doing this on a trial basis and analyze what the actual costs and/or savings are. He agrees with looking at this to see if this saves us money. We owe it to our constituents. Ald. Stevenson said he stands by his previous comments and if we can collect data to see how this would work. We would do this on a trial basis and have a process that in place to analyze this and see if we continue to move forward. A lengthy discussion was held on fire districts and how a fire district works. Ald. Stevenson asked for the formal document and data on what the savings were with consolidation. **MSC Stevenson/Kunz ask both City Attorneys review the documents and add language that includes a six month trial basis that provides statics for review and reconsideration of this agreement after the six months is up. This document should be brought back to the next Committee meeting for review, all voting aye.**

Review of Cost Distribution Formula and Future Budget Formula: Director Easker said both he and Director Jacobs put together the proposed 2020 budget formula review and that is attached for review. Ald. Ropella said population and equalized value should be weighted more than service calls. He asked who came up with this formula. Director Easker explained when consolidation first started there was a 5 factor formula and they were all equally weighted at 20%.

There was a determination 3-4 years ago as Menasha didn't have a computer program that gave them the ability to obtain accurate square footage of buildings. Director Easker said Neenah reluctantly agreed to change this to a 4 factor formula that is equally weighted. Both Finance Directors are recommending we do not change this formula for one more year. Any changes for the formula shouldn't come from the Finance Directors and should come from the politicians. A broader and more thought out discussion in what may be looked at in the future should be had. Ald. Grade said he is disappointed that we are using the same formula as we asked for this to be looked at months ago. Director Easker said whatever we do there is a winner and a loser and they are trying to do their best in playing the role that they should plan but the elected officials do need to come up with the decision. Ald. Kunz said this committee has three from each City. He's not in favor of looking at this to find a way for Menasha to pay less. Right now Menasha gets a pretty good deal as Menasha pays 40% and Neenah pays 60% and both Cities get the same service. Whatever formula that is come up with it will be close to what we have now. There is consistency now and if we start tinkering too much we will have conflict that we don't need. Director Jacobs reviewed the information he obtained from Northshore. When he ran these numbers with equalized value with the formula he came from Neenah would be 65% and Menasha would be 35%. Even with looking at manufacturing buildings that are closed it's almost the exact same formula. Discussion was held on using a 5-year rolling average of statics and only reviewing, and approving, a budget formula every 5 years. Committee members were open to reviewing this concept at a future meeting. Ald. Sevenich said he initially brought this up because he wanted to see how this formula was even created. Menasha is land locked, buildings are being taken down and the formula has never changed. He felt just because we did it for 15 years one way why should we keep doing it? He's ok with this year keeping the formula the same for this year. He wanted it looked at to make sure it was a good formula. **MSC Stevenson/Kunz recommends the City of Neenah and City of Menasha Common Council's approve the proposed Cost Distribution Formula as of 12/31/18 for the 2020 budget with the City of Neenah's share at 59.30% and the City of Menasha's Share at 40.7%, all voting aye.**

MSC Stevenson/Kunz to adjourn at 7:40 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis
Management Assistant