

**NMFR Joint Finance & Personnel Committee Meeting Minutes**

**May 24, 2022 – 5:30 p.m.**

**City of Neenah – Hauser Room**

Present: Ald. Boyette, Borchardt, Stevenson, Eisenach, Grade and Sevenich

Also Present: Chief Kloehn, DC Krueger, AC Dorn, Deputy Director Kahl and MA Ellis

Public: No members of the public were present.

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

The Committee welcomed Ald. Eisenach to the committee.

Election of Chair: Ald. Boyette nominated Ald. Borchardt. Ald. Grade nominated Ald. Stevenson. **A unanimous vote by the Committee was casted to elect Ald. Borchardt as Chair.**

Ald. Borchardt took over as meeting chair.

Election of Vice-Chair: **Ald. Grade to nominate Ald. Sevenich. A unanimous vote by the Committee was casted to elect Ald. Sevenich as Vice-Chair.**

Public Forum: No members of the public were present.

Minutes: The Committee reviewed the March 22, 2022 meeting minutes. **MSC Boyette/Grade to approve the March 22, 2022 meeting minute, and place on file, all voting aye.**

Activity and Automatic/Mutual Aid Reports: The Committee reviewed the April 2022 and January through April 2022 activity and automatic/mutual aid reports. **MSC Stevenson/Grade to approve the April 2022 and January through April 2022 activity and automatic aid/mutual aid reports, and place on file, all voting aye.**

Budget Report: The Committee reviewed the April 2022 budget report. Ald. Sevenich asked about the liability insurance payment. It was noted this is an annual premium and it was higher than budgeted. **MSC Stevenson/Grade to approve the April 2022 budget report, and place on file, all voting aye.**

Station 35 Gas Bill: The Committee reviewed the information from Chief Kloehn regarding the 2021 gas bills. Chief Kloehn stated the meter at Station 35/Menasha Police Department was not working. Repairs were made and WE Energies went back and re-billed the missed amounts. We were not notified of this until after the repairs were made and the bills came. It was asked if the 2021 gas bill budget line item would cover this charge. Chief Kloehn noted this line item was over budget already without this bill. **MSC Stevenson/Sevenich to direct Chief Kloehn to do more investigation and to obtain more information on how this was billed, all voting aye.**

Fire Code Ordinance Changes: The Committee reviewed the fire code ordinance changes that were requested by AC Dorn. AC Dorn said he is requesting both City Councils to approve the ordinance changes to bring us up to using the most current fire code. It keeps up to date on current codes and keeps us current on our ISO rating. **MSC Sevenich/Grade recommends the City of Menasha Common Council approve Amending Title 5, Chapter 3, Section 5-3-1 of the Code of Ordinances, all voting aye.**

**MSC Stevenson/Boyette recommends the City of Neenah Common Council approve Ordinance 2022-12 Amending Sect 7-20 of the Neenah Municipal Code relating to Fire Prevention Code and standards, all voting aye.**

Realignment of NMFR's Vehicle CIP Budget: The Committee reviewed the memo from DC Krueger and the hand out regarding the realignment of NMFR's vehicle replacement CIP budget. DC Krueger explained how the lead times for ordering vehicles are becoming longer than the past the pre-covid "normal" and the need to get orders in earlier to keep our vehicles on appropriate replacement cycles. Due to the longer lead time for receipt of Engine 31 moving into 2023, the department requested to amend the approved 2022 CIP budget to order and take receipt of 3 smaller vehicle purchases in 2022. This amendment supports small vehicle purchases in 2022 in an effort to replace worn vehicles and and to even out the CIP budget where they are not extreme highs/lows each year.

To fund the proposed adjustment, the City of Neenah would carry forward remaining '22 funds that were already borrowed. The City of Menasha has not borrowed funds yet for 2022. Chief Kloehn noted he did meet and obtain support with both Mayors and Finance Directors on the changes. Deputy Director Kahl handed out a revised replacement proposal for 2022 and 2023 that explains the costs for each City with the proposed change.

DC Krueger stated pre-covid the industry normal lead times for contracts would be 10 months delivery from the time the order was placed. When we placed the order for engine 31 in January with Pierce the leadtimes were extended to 17 months and have now been estimated at 24 months. Ald. Sevench expressed concern on the longer lead times. DC Krueger noted he contacted two other area fire apparatus manufacturers and they both had extended leadtimes for delivery of new vehicles.

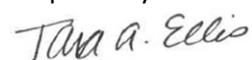
Ald. Grade asked about the cost of the vehicles and if we are paying more for vehicles after the contract is signed. DC Krueger noted that Pierce has increased the cost by 14%, however holding firm pricing with their contracts. If the costs to make the engines are higher than the contracted price, they haven't been passing this onto the consumer as being done in other auto market segments.

Ald. Stevenson asked for clarification of the request for budget funds. DC Krueger explained the vehicles NMFR would like to move up to replace in 2022 are in need to be replaced, available to order and obtain in the 4<sup>th</sup> quarter and this adjustment will help to create a schedule of CIP replacement with more consistent replacement periods as well as balancing expenses each year versus high one year, low another, etc. It was noted Neenah has to carry forward some 2022 borrowed funds to pay for engine 31 that will not be delivered until 2023. It would reduce borrowing for Menasha in 2022 but increase the borrowing in 2023 since they have not borrowed for 2022 yet.

**MSC Stevenson/Grade recommends the City of Neenah and City of Menasha Common Councils reallocate \$185,000 of the budgeted \$675,000 for new Engine 31 and to spend \$85,000 for a new command truck \$75,000 for a new command Tahoe and \$25,000 for a used pick-up truck in 2022, all voting aye.**

**MSC Sevenich/Eisenach to adjourn at 6:15 p.m., all voting aye.**

Respectfully Submitted,



Tara Ellis

Management Assistant

