



Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee

April 22, 2025 – 4:00 p.m.

City of Menasha – Room #132

- I. Attendance
- II. Election of Chair – Menasha Alderman
- III. Election of Vice-Chair – Neenah Alderman
- IV. Public Forum
- V. Approval of Minutes:
 - a. March 25, 2025
- VI. Call Summary Review (attached)
- VII. Review of Budget ending March 31, 2025 (attached)
- VIII. Consideration and Action of Used Small Vehicle Purchase (attached)
- IX. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah and Menasha 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 accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call **Tara Ellis 886-6200**, tellis@nmfire.org or the **City's ADA Coordinator at (920) 967-3608** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

NMFR Joint Finance & Personnel Committee Meeting

Draft

March 25, 2025 – 4:00 p.m.

City of Neenah Hauser Room

Present: Ald. Pollnow, Sevenich, Borchardt, Boyette. Grade and Marshall

Also Present: Chief Teesch, Director Rasmussen, CA Rashid and MA Ellis

Public: Flo Bruno, Mayor Lang, Scott Becker, Jeff Ellis and Chad Korth

Ald. Boyette called the meeting to order at 4:00 p.m.

Attorney Rashid entered the meeting at 4:30 p.m.

Public Forum: Scott Becker, 1061 Green Acres Lane wanted to encourage our department to honor firefighters who have retired, and have been with us for a long-time, to honor people who were good role models.

Minutes: The Committee reviewed the meeting minutes from February 25, 2025. **MSC Pollnow/Sevenich to approve the February 25, 2025 meeting minutes and place on file, all voting aye.**

Call Review: The Committee reviewed the January and February 2025 compared to 2024. Ald. Pollnow asked what a good intent call versus a special incident type call. Chief Teesch explained that the national NFIRS have specific types of ways to code calls. He explained the difference between the two. **MSC Pollnow/Borchardt approve the call reviews and place on file, all voting aye**

Review of 2024 Budget: The Committee reviewed the 2024 budget. Director Rasmussen explained the GASB reporting for 2024. This is a new requirement from the federal government to show the liabilities for future retirement costs. Overall, the department came with a slight surplus and the monies will be returned to both Cities, per the cost distribution formula. **MSC Grade/Borchart approve the 2024 budget review and place on file, all voting aye.**

State of Wisconsin Funding Assistance Program Award: The Committee reviewed the EMS Funding Assistant (FAP) Award memo from Chief Teesch. Chief Teesch noted this is something that is new for us as we were never able to apply for this in previous years because we didn't have an ambulance. As part of Act 12, the rules were re-written, and we were able to apply for this money. However, there was last minute communication from the State on this change and we only had 17 days' notice to apply for this funding. Every department who applied for this did receive monies.

We received \$150,302.12 in funding. This is supplement for the budget. We cannot use this to offset the budget as there are very specific things we can use these monies for, which is outlined in the memo. It will be placed into a separate fund to track expenses for auditing purposes. Discussion was held on the things

we can use this money for. Chief Teesch noted he is also looking to see if we can use some of these funds for ballistic gear as we were not able to purchase everything that is needed with the current capital expense.

A general discussion was held if this money was considered a grant that would need to be followed for the City of Neenah's grant policy.

MSC Sevenich/Grade recommends the Committee accepts the EMS Funding Assistance Program (FAP) award for \$150,302.12

Attorney Rashid was asked to step into the meeting to review the award information. After a brief overview of the memo, the City of Neenah Grant Policy, and the state statute, Attorney Rashid determined the money was an award, not necessarily a grant. As such, the money would not be subject to the grant policy, and this Committee can take receipt of it. The statute provides for this award funding of which the NMFR met the criteria, applied, and was awarded. Approval from both Councils would only be required if the award was considered a grant. If the Committee feels this should be treated as a grant, the acceptance of the grant could be ratified by the respective councils done after the award is received.

Discussion was held if this should go on both Councils for approval. Ald. Sevenich asked if this could be forwarded to the Menasha Council as a communication for the next meeting.

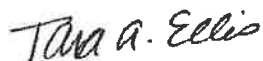
All voting aye.

Vacant Position Update: The Committee reviewed the memo from Chief Teesch on the impending vacant Assistant Chief position and what we are currently doing to fill this position.

The Committee thanked Ald. Sevenich and Ald. Boyette for their service to their City and to this committee. Ald. Sevenich said he served with over six Fire Chiefs and was on this committee for 12 years. He is very proud of the accomplishments that were made and are proud to be a part of the fire department family and that the fire department is ISO 1.

MSC Marshall/Sevenich to adjourn at 4:45 p.m., all voting aye.

Respectfully submitted,



Tara Ellis

Management Assistant



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Deputy Chief Krueger

DATE: April 22, 2025

RE: Small Vehicle Used Purchase

Currently Station 35 is assigned both a boat and utv due to having a reserve pickup truck (former command 32). The station space is currently limited due to reserve apparatus and mechanic bays whereas Station 36 would be more suitable for our offroad unit (UTV). This vehicle was previously at 36 however moved due to increased weights on the upgraded UTV, E36 was no longer deemed practical for pulling a tandem trailer with axle braking. Replacement of Inspector 31 and 32 is slotted for 2030 in the current CIP schedule which will finalize our goal of a replacement schedule to allow (1) reserve pickup at each station.

We are asking for consideration and action to make an offer up to \$17,000 on an upfitted used Surplus Ram Pick-up 2018 model truck. The vehicle will be assigned to pulling the UTV and will be located at station 36. This vehicle would be replaced by the rotation schedule in 2030 and will allow NMFR to have (1) piece of secondary equipment at each of the four stations along with a tow vehicle 5 years earlier than currently budgeted. The primary objective for the UTV is for EMS care and Station 36 area has the largest section of response with terrain challenges and can be quickly deployed to the highway for response in Neenah.

The funding source for this vehicle shall come from the EMS/FAP approved funding and shall not come from any budgeted/borrowed 2025 funds.

If you have any questions, please feel free to contact me at 886-6202.

Thank you for your consideration.

Attachment



Neenah-Menasha Fire Rescue

125 E. COLUMBIAN AVENUE, NEENAH, WI 54956

Phone: 920-886-6200 Website: www.nmfire.org

NMFR Call Review

Monthly Summary Review						
Main Incident Type	Jan 2025	Jan 2024	Feb 2025	Feb 2024	Mar 2025	Mar 2024
Hazardous Condition (No Fire)	8	17	2	9	18	13
Service Call	7	16	13	12	10	9
False Alarm & False Call	39	35	29	27	24	32
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	2	0	0	0
Rescue & Emergency Medical Service Incident	195	228	244	239	208	169
Good Intent Call	20	24	20	16	19	17
Special Incident Type	0	1	0	0	0	0
Unknown	0	0	0	0	1	0
Fire	9	9	12	3	7	8
Total	278	330	322	306	287	248

2024 Activity Review					
Main Incident Type	2024	2023	2022	2021	2020
Hazardous Condition (No Fire)	132	148	141	134	99
Service Call	189	195	187	177	204
False Alarm & False Call	399	386	329	314	266
Overpressure Rupture, Explosion, Overheat(no fire)	2	2	5	4	2
Rescue & Emergency Medical Service Incident	2524	2377	2336	2150	2039
Good Intent Call	215	197	101	74	65
Special Incident Type	7	9	17	33	48
Unknown	3	2	32	11	1
Fire	84	79	77	78	97
Total	3555	3395	3225	2975	2821

PREPARED 04/16/25, 11:39:47
PROGRAM 0601L
REPORT NAME BS-FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Fire Department							
Fire							
180-2301-712.01-01	Salaries	1,336,482	409,382	1,207,997	5,992,950	4,784,953	20
180-2301-712.01-04	Overtime Wages	57,116	13,182	49,941	220,000	170,059	23
180-2301-712.01-05	Reimbursement / Overtime	1,660-	0	116-	10,000-	9,884-	1
180-2301-712.01-06	FLSA Overtime Wages	15,719	4,380	15,495	60,000	44,505	26
180-2301-712.01-10	Health Insurance	293,138	109,739	344,225	1,406,910	1,062,685	24
180-2301-712.01-11	Fringes	352,977	121,006	357,806	1,758,340	1,400,534	20
180-2301-712.01-15	Schools/ Seminars/ Training	2,971	906	2,989	30,000	27,011	10
180-2301-712.01-16	Test/ Certification for Eq	9,191	409	7,403	16,000	8,597	46
180-2301-712.01-17	Clothing Allowance	33,735	625	32,175	42,000	9,825	77
180-2301-712.01-18	License Renewal	0	125-	296	2,100	1,804	14
180-2301-712.01-25	Employee School Reimbo	0	0	0	400	400	0
180-2301-712.01-28	Employee Recognition Awards	0	0	0	1,200	1,200	0
180-2301-712.02-02	Outside Printing	29	0	0	1,000	1,000	0
180-2301-712.02-03	Postage	35	66	120	1,000	880	12
180-2301-712.02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712.02-07	Dues & Memberships	330	50	292	1,600	1,308	18
180-2301-712.02-09	Maintenance of PPE/ SCBA	2,572	0	967	10,250	9,283	9
180-2301-712.02-10	Maint of Computer Hardware	0	0	0	1,000	1,000	0

180-2301-712 02-11	Maint of Other Equipment	271	0	7	5,000	4,993	0
180-2301-712 02-13	Maint of Motor Vehicles	17,243	5,837	15,406	125,000	109,594	12
180-2301-712 02-14	Maint of Buildings	1,015	51	517	15,000	14,483	3
180-2301-712 02-15	Maint of Radio Equipment	0	254	254	1,000	746	25
180-2301-712 02-16	Maint of Operating Equipment	1,039	508	610	4,000	3,390	15

PREPARED 04/16/25, 11:39:47

PROGRAM 0601L

REPORT NAME BS-FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
180-2301-712 02-18	Maint of Software	32,204	2,950	41,407	96,500	55,093	43
180-2301-712 02-21	Telephone	294	0	196	1,220	1,024	16
180-2301-712 02-22	Electricity	7,058	4,122	7,417	54,840	47,423	14
180-2301-712 02-23	Natural Gas	5,008	5,192	7,791	27,530	19,739	28
180-2301-712 02-24	Water & Sewer	2,963	1,929	2,278	13,100	10,822	17
180-2301-712 02-26	Stormwater	641	610	694	3,610	2,916	19
180-2301-712 02-27	Cellular Telephone	2,597	2,667	3,022	17,000	13,978	18
180-2301-712 02-32	Auditing Services	0	0	0	2,430	2,430	0
180-2301-712 02-36	Outside Services	5,649	1,154	2,734	15,000	12,266	18
180-2301-712 02-37	Pest Control	7	0	0	400	400	0
180-2301-712 02-38	Professional Services	15,673	0	25,625	41,000	15,375	63
180-2301-712 02-41	Tree Planting & Landscape	0	0	0	1,000	1,000	0
180-2301-712 02-42	Permits	0	0	0	0	0	0
180-2301-712 02-46	Liability Insurance	29,385	0	30,362	31,700	1,338	96
180-2301-712 02-47	Auto/Physical Damage Ins	24,022	0	27,116	21,810	5,306	124
180-2301-712 02-50	Maint of Training Tower	12,651	0	0	2,500	2,500	0
180-2301-712 02-52	Rental of Equipment	79	0	84	1,400	1,316	6
180-2301-712 02-54	Printer / Copies	582	628	628	3,720	3,092	17

180-2301-712 02-55 Neenah City I/S Services	29,625	8,942	26,825	107,300	80,475	25
180-2301-712 02-56 Neenah City Finance Ser.	7,188	2,475	7,425	29,700	22,275	25
180-2301-712 02-57 Neenah City HR Services	18,113	6,238	18,713	74,850	56,137	25
180-2301-712 02-58 G S Services/Internal	3,475	1,197	3,590	14,360	10,770	25
180-2301-712 02-62 Public Relations/Services	351	100	607	8,000	7,393	8

PREPARED 04/16/25, 11:39:47
PROGRAM 0601L
REPORT NAME BS-FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
180-2301-712.02-93	Maint of Mtr or Veh/Fleet	0	0	0	0	0	0
180-2301-712.02-94	Oil and Fluids/Fleet	0	0	0	0	0	0
180-2301-712.02-96	Maint of Equipment/Fleet	0	0	0	0	0	0
180-2301-712.03-01	Office Supplies	1,256	98	569	2,250	1,681	25
180-2301-712.03-06	Earning/Janitor Supplies	3,413	865	2,933	17,000	14,067	17
180-2301-712.03-08	Books and Periodicals	103	796	1,316	3,200	1,884	41
180-2301-712.03-10	Gasoline & Oil	9,853	3,380	9,790	48,000	38,210	20
180-2301-712.03-19	Safety Supplies	995	31	0	4,500	4,500	0
180-2301-712.03-20	Shall Tool s	265	1,844	1,885	3,150	1,265	60
180-2301-712.03-25	Consumable supplies	443	0	0	3,300	3,300	0
180-2301-712.03-26	Photography Supplies	0	0	0	1,000	1,000	0
180-2301-712.03-33	All Other Supplies	525	93	192	3,800	3,608	5
180-2301-712.03-44	Shall Equipment	1,000	57	1,823	15,000	13,177	12
180-2301-712.03-47	Shall Computer Hardware	10	354	364	1,000	636	36
180-2301-712.03-48	Protective Equipment	52,877	0	3,868	10,000	6,132	39
180-2301-712.03-50	Training Supplies	22	0	0	6,000	6,000	0
180-2301-712.07-23	Fire Property Damage	0	0	0	0	0	0
180-2301-712.08-00	Mayor's Executive Adj	0	0	0	0	0	0
180-2301-712.81-08	Office Furniture & Equip	2,094	0	0	5,000	5,000	0

180-2301-712 81-13 Communication Equipment	544	0	0	12,000	12,000	0
180-2301-712 81-14 Computer Software Outlay	0	0	0	0	0	0
180-2301-712 81-15 Computer Hardware Outlay	0	898	10,225	13,600	3,375	75
180-2301-712 81-33 All Other Equipment	2,112	0	0	30,000	30,000	0
180-2301-712 81-49 Household Purchases	2,307	175	1,833	18,000	16,167	10

PREPARED 04/16/25, 11:39:47
 PROGRAM G601L
 REPORT NAME BS-FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
* Fire		2,397,586	705,508	2,277,695	10,450,720	8,173,025	22

PREPARED 04/16/25, 11:39:47

PROGRAM 6601L

REPORT NAME BS-FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Reg Spec Qper Resp Team							
180-2314-712 01-04 Overtime Wages		20,731	1,652	1,652	32,000	30,348	5
180-2314-712 01-05 Reimbursement / Overtime		6,655-	0	0	26,500-	26,500-	0
180-2314-712 01-11 Fringes		0	0	7-	8,500	8,507	0
180-2314-712 01-15 School s/ Seminars/ Training		22	0	0	300	300	0
180-2314-712 02-16 Maint of Operating Equip		0	0	0	500	500	0
180-2314-712 03-20 Small Tools		0	0	0	250	250	0
180-2314-712 03-48 Per Protective Equipment		0	0	0	7,500	7,500	0
180-2314-712 03-50 Training Supplies		0	0	0	500	500	0
180-2314-712 81-33 All Other Equipment		0	0	0	750	750	0
* Reg Spec Qper Resp Team		14,097	1,652	1,645	23,800	22,155	7

PREPARED 04/16/25, 11:39:47
 PROGRAM 601L
 REPORT NAME BS FIRE

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

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Joint Fire Commission							
180-2320-712 02-03 Postage		0	0	0	0	0	0
180-2320-712 02-06 Advertising & Publication		0	0	0	1,000	1,000	0
180-2320-712 02-36 Outside Services		1,490	0	2,325	2,500	175	93
180-2320-712 02-61 Misc Expenditures		0	146	246	3,000	2,754	8
		1,490	146	2,571	6,500	3,929	40
* Joint Fire Commission							

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MONTH-END DEPARTMENT BUDGET REPORT
3/31/25 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
180-2326-712.01-01	Special Reserves & Escrow Salaries	0	0	0	0	0	0
180-2326-712.01-10	Health Insurance	0	0	0	0	0	0
180-2326-712.01-11	Fringes	0	0	0	0	0	0
<hr/>							
*	Special Reserves & Escrow	0	0	0	0	0	0
**	Fire Department	2,413,173	707,305	2,281,911	10,481,020	8,199,109	22
***	Neenah Menasha Fire	2,413,173	707,305	2,281,911	10,481,020	8,199,109	22