



Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee
March 26, April 23, 2024 – 5:30 p.m.
City of Menasha – Room #132

- I. Attendance
- II. Public Forum
- III. Election of Chair – City of Neenah Representative
- IV. Election of Vice-Chair – City of Menasha Representative
- V. Approval of Minutes:
 - a. March 26, 2024 (attached)
- VI. Review of Calls (attached)
 - a. March 2024
- VII. Review of Budget (attached)
- VIII. Consideration and Action to review NMFR's 2024 – 2028 CIP Budget (attached)
- IX. Review of Back Pay for an employee (attached)
- X. Consideration and Action for Autoaid Agreement with the City of Appleton (attached)
- XI. Future Meeting Times

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 Minutes
March 26, 2024 – 5:30 p.m.
Hauser Room – City of Neenah

Present: Ald. Borchardt, Grade, Stevenson, Sevenich and Lewis

Excused: Ald. Boyette

Also Present: Chief Teesch, DC Krueger, Director Rasmussen and MA Ellis

Public: No members of the public were present.

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

Minutes: The Committee reviewed the minutes from January 23, 2024. **MSC Borchardt/Stevenson to approve the January 23, 2024, meeting minutes and place on file, all voting aye.**

Review of Calls: The Committee reviewed the calls from February 2024 and year to date comparison. Ald. Borchardt noted how most of our calls are EMS calls and as we look to the future is there a way to do things more efficiently? He stated he knows the reasons why we respond with engines but is there a way to serve the customer better and can we do this without always running engines? He also expressed appreciation that the department does look at things to try to save money and be efficient. Chief Teesch said we have begun categorizing calls to look at trends such as are we getting to a call before Gold Cross Ambulance or vice versa? This may help us in the future determine if we use our resources differently. Discussion was held on the coding system for calls and how this is a national coding system that all departments follow, and this is how data is compared to other departments in an accurate way. **MSC Borchardt/Stevenson to approve the February 2024 and year to date comparison and place on file, all voting aye.**

Spirit Fund Award For NMFR's Training Tower Update: Chief Teesch noted that we were awarded \$500,000 of Spirit Fund money from Winnebago County for the Training Center, which is on-half of the million dollar project. They are currently working on the remodeling project for Station 31 and looking to see if it makes sense to have the training tower and station work done at the same time to save money. We will be asking for approval to accept the monies soon. We also hope to have more direction on the insurance claim to see what money from the insurance claim can be applied to this project. The current training tower is at its end of life cycle. It is supposed to be inspected every five years and we are not confident that we will pass the next inspection. Ald. Grade asked how the funding of the project will be funded. Director Rasmussen noted Neenah will be putting this in the 2025 CIP project for their portion. Director Sassman is looking at ways on how Menasha can fund their portion. Chief Teesch noted there is a five-year window to complete the project so there is flexibility for each City to have some time to figure out how to fund their portion. Director Rasmussen is working with the County on how we will receive the money and the documentation process that is needed for this. DC Krueger noted that the training grounds is joint cost share, and the grant was written as Neenah-Menasha Fire Rescue and not the City of Neenah.

Quint 32 Repair Work: Chief Teesch explained that Quint 32 is in the repair shop. There are issues with power in the engine, fuel lines, coolant leak, raising/lowering the ladder and one of the rams needs to be replaced. There is a lot of rust and corrosion on the turn table. A decision must be made soon on can we limp this vehicle through until the new vehicle is received in 2027 or if we need to invest money into it? We are working on obtaining quotes on the repairs to compare to what the value is and how to keep this truck running until we get our new vehicle. DC Krueger noted we have been asking for larger amounts for our maintenance of motor vehicles and every time we estimate what we think we will need, it appears there are things that come up that we cannot predict. More information will be brought forward as they obtain information on repairs.

Old Engine 31 Reserve Engine Discussion: Chief Teesch explained have a new engine that was placed into service and “old Engine 31” was moved to a reserve engine. The intent was to give us a second reserve vehicle that is less than 27 years old. As it came off the front line, we inspected it and found there are major repairs that need to be done. They are in the process of obtaining estimates to know the total cost of repairs. Most of the repairs are corrosion and we know that the cost of this is probably more than the value of the truck. We have started doing annual corrosion preventative measures to coat the vehicles to try to slow this down. This engine has been in service longer than it should have been. A decision must be made on do we put more money into this vehicle, or do we look at trying to purchase a different reserve vehicle? Once final numbers are obtained it will be brought back to this Committee for discussion.

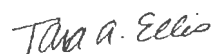
2025 Capital Vehicle Purchasing Discussion: Chief Teesch said they have looked at the CIP budget, the engine and ladder we have ordered, the vehicles that need to be replaced, etc. In 2025, there is in the budget for two medium rescue vehicles. When looking at how we respond to calls, we put a change into the CIP budget to have one heavy rescue vehicle, that would carry equipment for confined space and other heavier equipment, and one medium rescue vehicle for pulling the boat, etc. When we respond on the highway, we put our ladder truck on the call to block for the engine who is responding to the call. By switching to the heavy rescue truck this can be the blocker up on the highway versus a \$2.3 million vehicle it can also be used as a more multi-purpose response. It was also cheaper to make this change for one heavy rescue vehicle and one medium rescue vehicle versus two medium rescue vehicles. This change was made in the 2025 CIP budget and is informational only. It was asked to have this committee review this at their next meeting.

Wisconsin Task Force 1 Agreement: The Committee reviewed the new Urban Search and Rescue Response Services Agreement with the State of Wisconsin. Chief Teesch noted we are reimbursed for the cost of the training, and they bring back the training to our department. This contract is a renewal for the current one that we have. **MSC Stevenson/Borchardt recommends the City of Neenah and City of Menasha Common Councils approve the Agreement for Urban Search and Rescue Emergency Response Services with the State of Wisconsin Department of Military Affairs Division of Emergency Management from July 1, 2024 through June 30, 2026, all voting aye.**

The Committee thanked Alderman Stevenson for his 24 years of service to NMFR’s Joint Finance & Personnel Committee and his support of the department. In addition, his over 30 years of service to the City of Neenah.

MSC Stevenson/Grade to adjourn at 6:15 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis
Management Assistant



Neenah-Menasha Fire Rescue

Detailed Selected Statistics and Management Activity By Incident Type

Report Period: 03/01/24 - 03/31/24 23:59:59

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPs	AVG # SUPPR. PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR. APPR.	AVG # EMS APPR.	AVG # OTHER APPR.	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
111	Building fire	4	1.59%	0	0	0	0	0	0.00	0	0.00	80.416658	0.51
113	Cooking fire, confined to container	7	2.79%	0	3.57	0	13.71	1	0.00	5.86	15.15		3.87
311	Medical assist, assist EMS crew	1	0.40%	0	3	0	13	1	0.00	6	6.93	4.799998	7.18
321	EMS call, excluding vehicle accident with injury	70	27.89%	0	0.83	0.1	3.97	0.23	0.03	1.74	1.34	77.233294	4.99
331	Lock-in (if lock out , use 511)	96	38.25%	0	0.6	0.04	3.92	0.18	0.02	1.78	1.46	110.466612	4.41
341	Search for person on land	1	0.40%	0	0	0	3	0	0.00	1	2.20	2.200000	8.67
353	Removal of victim(s) from stalled elevator	1	0.40%	0	0	0	5	0	0.00	2	1.50	1.500000	5.92
411	Gasoline or other flammable liquid spill	1	0.40%	0	0	0	1	1	0.00	1	0.73	.750000	3.87
412	Gas leak (natural gas or LPG)	6	2.39%	0	1.17	0	3.83	0.33	0.00	1.67	2.01	12.883330	4.27
413	Oil or other combustible liquid spill	3	1.20%	0	0	0	3.33	0	0.00	1	1.41	4.083333	4.93
445	Arcing, shorted electrical equipment	1	0.40%	0	3	0	0	1	0.00	0	0.30	.300000	3.55
463	Vehicle accident, general cleanup	1	0.40%	0	0	0	4	0	0.00	2	0.87	.716666	4.52
511	Lock-out	2	0.80%	0	0	0	3	0	0.00	1	0.87	1.750000	5.08

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPS	AVG # SUPPR. PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR. APPR.	AVG # EMS APPR.	AVG # OTHER APPR.	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
531	Smoke or odor removal	1	0.40%	0	0	0	3	0	0.00	1	1.00	1.000000	5.05
550	Public service assistance, other	1	0.40%	0	0	0	4	0	0.00	1	0.67	.600000	2.35
551	Assist police or other governmental agency	1	0.40%	0	3	0	0	1	0.00	0	0.95	.000000	4.65
554	Assist invalid	2	0.80%	0	0	0	1.5	0	0.00	1	0.52	.400000	4.69
561	Unauthorized burning	2	0.80%	0	1.5	0	1.5	0.5	0.00	0.5	0.72	1.450000	4.47
611	Dispatched & canceled en route	5	1.99%	0	0	0	3.2	0	0.00	1.6	0.26	1.399998	0.00
621	Wrong location	1	0.40%	0	0	0	4	0	0.00	2	2.20	1.683333	2.25
622	No incident found on arrival at dispatch address	4	1.59%	0	0	0	3.75	0	0.00	1.75	1.09	3.916666	5.99
651	Smoke scare, odor of smoke	3	1.20%	0	3.33	0	10.67	1	0.00	4.67	4.82	10.383331	4.37
671	HazMat release investigation w/no HazMat	4	1.59%	0	0	0	6.25	0	0.00	2.5	2.01	7.733331	5.65
731	Sprinkler activation due to malfunction	1	0.40%	0	4	0	9	1	0.00	4	1.95	1.600000	2.73
733	Smoke detector activation due to malfunction	2	0.80%	0	0	0	8.5	0	0.00	3	3.19	4.299998	2.05
735	Alarm system sounded due to malfunction	2	0.80%	0	2	0	10.5	0.5	0.00	4.5	2.50	3.483332	4.30
741	Sprinkler activation, no fire - unintentional	1	0.40%	0	4	0	8	1	0.00	4	3.00	1.849999	3.27
743	Smoke detector activation, no fire - unintentional	3	1.20%	0	2.33	0	7.33	0.67	0.00	3	2.74	5.899998	3.89
744	Detector activation, no fire - unintentional	1	0.40%	0	3	0	8	1	0.00	4	4.22	1.633332	10.65
745	Alarm system activation, no fire - unintentional	17	6.77%	0	1.88	0	9.24	0.53	0.00	4.12	3.04	33.033316	4.33
746	Carbon monoxide detector activation, no CO	5	1.99%	0	0.8	0	3	0.2	0.00	0.8	2.14	9.333332	4.02

CODE	DESCRIPTOR	FREQUENCY	FREQ. PERCENT	EXPS	AVG # SUPPR. PERS	AVG # EMS PERS	AVG # OTHER PERS	AVG # SUPPR. APPR.	AVG # EMS APPR.	AVG # OTHER APPR.	AVERAGE # MAN HOURS	TOTAL MAN HOURS	AVERAGE RESPONSE TIME (min)
Totals		251	100%	0	0.92	0.04	4.71	0.26	0.02	2.06	2.00	391.73	4.48
Mutual Aid Given Incidents		0											

PREPARED 04/17/24, 15:06:25
 PROGRAM G601L
 REPORT NAME BS-FIRE

NEENAH MENASHA FIRE-RESOLVE
 MONTH-END DEPARTMENT BUDGET REPORT
 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BUD % USED
Fire Department							
Fire							
180-2301-712.01-01	Salaries	1,283,232	437,816	1,336,482	5,898,460	4,561,978	23
180-2301-712.01-04	Overtime Wages	69,687	32,635	57,116	225,000	167,884	25
180-2301-712.01-05	Reimbursement / Overtime	349	593	1,660	10,000	8,340	17
180-2301-712.01-06	FLSA Overtime Wages	12,214	5,569	15,719	58,000	42,281	27
180-2301-712.01-10	Health Insurance	273,976	98,982	293,138	1,124,400	831,262	26
180-2301-712.01-11	Fringes	328,898	118,289	352,977	1,591,960	1,238,983	22
180-2301-712.01-15	Schools/Seminars/Training	6,146	2,023	2,971	26,800	23,829	11
180-2301-712.01-16	Test/Certification for Eq	8,336	7,295	9,191	17,050	7,859	54
180-2301-712.01-17	Gift Allowance	29,840	4,024	33,735	40,000	6,265	84
180-2301-712.01-18	License Renewal	0	0	0	2,100	2,100	0
180-2301-712.01-25	Employee School Reimb	0	0	0	400	400	0
180-2301-712.01-28	Empl Recognition Awards	0	0	0	1,200	1,200	0
180-2301-712.02-02	Outside Printing	0	0	29	1,000	971	3
180-2301-712.02-03	Postage	82	25	35	1,000	965	4
180-2301-712.02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712.02-07	Dues & Memberships	170	0	330	1,600	1,270	21
180-2301-712.02-09	Maintenance of PPE/SCBA	3,574	457	2,572	9,500	6,928	27
180-2301-712.02-10	Maint of Computer Hardware	0	0	0	1,210	1,210	0

180-2301-712.02-11	Maint of Other Equipment	9	0	271	4,100	3,829	7
180-2301-712.02-13	Maint of Motor Vehicles	6,954	12,079	17,243	125,000	107,757	14
180-2301-712.02-14	Maint of Buildings	1,448	353	1,015	14,000	12,985	7
180-2301-712.02-15	Maint of Radio Equipment	5,681	0	0	1,000	1,000	0
180-2301-712.02-16	Maint of Operating Equip	504	645	1,039	4,000	2,961	26

PREPARED 04/17/24, 15:06:25
 PROGRAM 0601L
 REPORT NAME ES-FIRE

NEENAH MENASHA FIRE RESCUE
 MONTH END DEPARTMENT BUDGET REPORT
 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BLD % USED
180-2301-712.02-18	Maint of Software	15,575	2,306	32,204	55,000	22,796	59
180-2301-712.02-21	Telephone	332	183	294	4,200	3,906	7
180-2301-712.02-22	Electricity	7,468	2,954	7,058	51,250	44,192	14
180-2301-712.02-23	Natural Gas	8,522	2,027	5,008	25,730	20,722	19
180-2301-712.02-24	Water & Sewer	853	2,308	2,963	12,600	9,637	24
180-2301-712.02-26	Stormwater	222	495	641	3,440	2,799	19
180-2301-712.02-27	Cellular Telephone	2,422	1,199	2,597	15,660	13,063	17
180-2301-712.02-32	Auditing Services	0	0	0	2,420	2,420	0
180-2301-712.02-36	Outside Services	2,890	1,152	5,649	14,030	8,381	40
180-2301-712.02-37	Rest Control	18	7	7	600	593	1
180-2301-712.02-38	Professional Services	6,604	36	15,673	35,000	19,327	45
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	37,751	0	29,385	47,100	17,715	62
180-2301-712.02-47	Aut of Physical Damage Ins	20,075	0	24,022	20,190	3,832-	119
180-2301-712.02-50	Maint of Training Tower	0	4,960	12,651	15,500	2,849	82
180-2301-712.02-52	Rental of Equipment	57	38	79	800	721	10
180-2301-712.02-54	Printer / Copies	634	582	582	2,720	2,138	21

180-2301-712.02-55	Neenah City I/S Services	33,275	9,875	29,625	118,500	88,875	25
180-2301-712.02-56	Neenah City Finance Ser.	6,938	2,396	7,188	28,750	21,562	25
180-2301-712.02-57	Neenah City HR Services	17,500	6,038	18,113	72,450	54,337	25
180-2301-712.02-58	G S Services/ Internal	3,310	1,158	3,475	13,900	10,425	25
180-2301-712.02-62	Public Relations/ Services	85	351	351	15,000	14,649	2

PREPARED 04/17/24, 15:06:25
 PROGRAM G601L
 REPORT NAME ES-FIRE

NEENAH MENASHA FIRE RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BLD % USED
180-2301-712-02-93	Maint of Motor Vehicle	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	516	402	1,256	1,700	444	74
180-2301-712-03-06	Earning/Janitor Supplies	1,498	1,020	3,413	18,030	14,617	19
180-2301-712-03-08	Books and Periodicals	261	103	103	3,110	3,007	3
180-2301-712-03-10	Gasoline & Oil	10,620	4,189	9,853	36,050	26,197	27
180-2301-712-03-19	Safety Supplies	418	410	985	6,700	5,705	15
180-2301-712-03-20	Small Tools	136	0	265	3,150	2,885	8
180-2301-712-03-25	Consumable supplies	471	117	443	3,300	2,857	13
180-2301-712-03-26	Photography Supplies	185	0	0	1,000	1,000	0
180-2301-712-03-33	All Other Supplies	522	16	525	3,800	3,275	14
180-2301-712-03-44	Small Equipment	1,076	80	1,000	15,000	14,000	7
180-2301-712-03-47	Small Computer Hardware	499	0	10	1,000	990	1
180-2301-712-03-48	Protective Equipment	29,110	52,366	52,877	72,000	19,123	73
180-2301-712-03-50	Training Supplies	42	22	22	5,000	4,978	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	40	2,094	2,094	5,000	2,906	42

180-2301-712.81-13	Communication Equipment	544	272	544	11,950	11,406	5
180-2301-712.81-14	Computer Software Outlay	0	0	0	1,000	1,000	0
180-2301-712.81-15	Computer Hardware Outlay	7,307	0	0	10,780	10,780	0
180-2301-712.81-33	All Other Equipment	0	389	2,112	30,000	27,888	7
180-2301-712.81-49	Household Purchases	5,455	1,498	2,307	18,000	15,693	13

PREPARED 04/17/24, 15:06:25
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NEENAH MENASHA FIRE-RESOLVE
 MONTH-END DEPARTMENT BUDGET REPORT
 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BLD % USED
* Fire		2,253,627	819,727	2,397,586	9,940,390	7,542,804	24

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NEENAH MENASHA FIRE-RESOLVE
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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BLD % USED
180-2314-712.01-04	Reg Spec Oper Resp Team Overtime Wages	810	8,194	20,731	28,000	7,269	74
180-2314-712.01-05	Reimbursement / Overtime	0	0	6,655	22,000	15,345	30
180-2314-712.01-11	Fringes	0	0	0	6,960	6,960	0
180-2314-712.01-15	Schools/Seminars/Training	0	0	22	0	22	0
180-2314-712.02-16	Maint of Operating Equip	0	0	0	900	900	0
180-2314-712.03-20	Small Tools	0	0	0	500	500	0
180-2314-712.03-48	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	1,400	1,400	0
* Reg Spec Oper Resp Team		810	8,194	14,097	23,760	9,663	59

PREPARED 04/17/24, 15:06:25
 PROGRAM 0601L
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NEENAH MENASHA FIRE RESCUE
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 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 REMAINING BALANCE	BUD % USED
180-2320-712.02-03	Joint Fire Commission Postage	0	0	0	0	0	0
180-2320-712.02-06	Advertising & Publication	0	0	0	1,500	1,500	0
180-2320-712.02-36	Outside Services	1,886	735	1,490	3,100	1,610	48
180-2320-712.02-61	Misc Expenditures	0	0	0	2,200	2,200	0
* Joint Fire Commission		1,886	735	1,490	6,800	5,310	22

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NEENAH MANASHA FIRE-RESOLVE
 MONTH END DEPARTMENT BUDGET REPORT
 3/31/24 25% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2023 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2024 Y-T-D ACTUAL	2024 ADJUSTED BUDGET	2024 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
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*	Special Reserves & Escrow	0	0	0	0	0	0
**	Fire Department	2,256,323	828,656	2,413,173	9,970,950	7,557,777	24
***	Neenah Manasha Fire	2,256,323	828,656	2,413,173	9,970,950	7,557,777	24



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: April 18, 2024

RE: NMFR's CIP Budget 2025 – 2028

The City of Neenah holds their CIP workshop/adoption in the Spring of each year. I was asked to put our 2025-2028 on our agenda for review by this committee. I've attached information for our requests. I realize this format is for the City of Neenah's budget book, so we added information at the end of each description to note the City of Menasha's portion for each item.

We are asking for consideration and action to recommend the City of Neenah Common Council adopt Neenah-Menasha Fire Rescue's 2025-2028 CIP budget.

If you have any questions, please feel free to call me at

CITY OF NEENAH

2025 - 2028 CAPITAL IMPROVEMENTS PLAN
 DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>2025 CAPITAL EQUIPMENT</u>			
<u>Fire Department (Neenah Share Only)</u>			
1 Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. Total projected cost \$50,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's Portion is \$19,815.00	\$ 30,185	\$ 30,185	
2 New rescue/engine 32 to replace a 2005 Pierce Quantum reserve engine and extrication tools. Total projected cost for the new engine and necessary equipment is \$800,000. The 2008 Pierce Velocity E32 would be moved to reserve status. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$317,040.	482,960	482,960	

CITY OF NEENAH

**2025 - 2028 CAPITAL IMPROVEMENTS PLAN
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT**

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<p>3 Purchase of Heavy Duty Rescue for multiple special operations response. Total project cost is \$800,000 for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$317,040</p>	482,960	482,960	
<p>4 Purchase of a one-ton pick up truck for towing small equipment (boat, trailer etc.) Total project cost is \$75,000 for vehicle and associated equipment. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$29,720</p>	45,280	45,280	
<p>5 Mobile hoist. Hoist is needed to work on fire apparatus and staff vehicles. At this time, we have an unsafe method of trying to work on vehicles and at times have to send trucks to outside vendors for repairs when we could do these in-house. We have a used hoist that was given to us by Menasha DPW when they received a new one. However, this will not hold the weight of the trucks. Total project cost is \$80,000. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is 31,700</p>	48,300	48,300	
<p>6 Purchase of (2) light duty vehicles to replace F200 & F400 (used PD vehicles). Total project cost is \$125,000 for equipment and lettering. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is 49,535</p>	75,465	75,465	
<p>7 Replace and upgrade of Training Tower, along with related buildings and props. In August of 2023 a windstorm damaged buildings and props on our training grounds. This event has created an unexpected opportunity to revamp our grounds and the types of training we are able to offer.</p>	603,700	603,700	

CITY OF NEENAH
2025 - 2028 CAPITAL IMPROVEMENTS PLAN
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<p><u>Funding Source:</u> Upgrades to the training grounds are estimated to be \$1,000,000 however, with insurance coverage and the award of a \$500,000 Winnebago County Spirit Fund grant significantly reduces the project cost. This project is for a shared facility for both Neenah and Menasha. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. Neenah's portion is \$603,700 less \$301,850 of grant = \$301,850, and Menasha's portion is \$396,300 less \$198,150 = \$198,150. This is before any insurance proceeds are received</p>	(301,850)	(301,850)	
Total 2025 Fire Department	\$ 1,467,000	\$ 1,467,000	\$ -
<u>2026 CAPITAL EQUIPMENT</u>			

CITY OF NEENAH
2025 - 2028 CAPITAL IMPROVEMENTS PLAN
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
<u>Fire Department (Neenah Share Only)</u>			
1 Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. Total projected cost \$55,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$21,795.	\$ 33,205	\$ 33,205	
2 Personal Protective equipment above standard budgeted replacement equipment. Complete back-up sets and update a large volume of users with expiring 10 year old gear. Total projected cost \$350,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$138,705.	211,295	211,295	
Total 2026 Fire Department	\$ 244,500	\$ 244,500	\$ -
<u>2027 CAPITAL EQUIPMENT</u>			
<u>Fire Department (Neenah Share Only)</u>			
1 Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. Total projected cost \$60,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$23,775	\$ 36,225	\$ 36,225	
2 New 100' Aerial to replace a 2013 Pierce Quint & associated tools. Total projected cost for the new aerial and necessary equipment is \$2,200,000. The 2013 would be sold. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$871,860.	1,328,140	1,328,140	
Total 2027 Fire Department	\$ 1,364,365	\$ 1,364,365	\$ -
<u>2028 CAPITAL EQUIPMENT</u>			
<u>Fire Department (Neenah Share Only)</u>			

CITY OF NEENAH
2025 - 2028 CAPITAL IMPROVEMENTS PLAN
DETAIL PROJECT SCHEDULE - CAPITAL EQUIPMENT

PROJECT DESCRIPTION AND PLAN COMMENTS	DEPARTMENT REQUEST	MAYOR RECOMMENDED	COUNCIL ADOPTED
1 Major equipment relating to firefighting, EMS, hazmat meters, communication equipment, large appliances and station maintenance equipment such as snowblowers, lawnmowers, etc. Total projected cost \$65,000. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$25,775	\$ 39,245	\$ 39,245	
2 Replace all jaws equipment on three engines and move to battery operated equipment. Current equipment is over 20 years old. Total project cost is \$225,000. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$89,165.	135,835	135,835	
3 Purchase of UTV and equipment to be used for wildland fires, ice rescue operations and community events. Total project cost is \$75,000. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2024 cost distribution formula (60.37%) is used for budgeting purposes. City of Menasha's portion is \$29,720.	45,280	45,280	
Total 2028 Fire Department	\$ 220,360	\$ 220,360	\$ -



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: April 17, 2024

RE: Employee Pay Adjustment

In Local 275's Labor Agreement, there is language to give new hires pay credit for previous years of full-time firefighting experience. They receive half a year's credit for every year of full-time experience. We had an employee who was hired who didn't have any previous years of full-time experience at another department. However, when this employee was in the military their full-time job was as a firefighter. He requested a review of this provision in the labor agreement to see if he qualified for previous credit. Information was forwarded to Director Fairchild who agreed he should be given credit for his full-time firefighting experience in the military and started at a higher salary. The total backpay that will be given to him is \$19,304.35. This is from 4-1-21 through 4-21-24. I'm making you aware of this as this money was not budgeted in our 2024 budget. The Finance Directors will work on how they will fund this unbudgeted amount and will report this out at our next meeting.

If you have any questions, please feel free to contact me at 920-886-6202.

TT/te



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: April 17, 2024

RE: Revised Autoaid Agreement with the City of Appleton

I've attached the updated Autoaid Agreement with the City of Appleton. The City of Menasha will now receive automatic aid from Appleton Fire Department for the entire City. Neenah-Menasha will now respond further into the City of Appleton. Please keep in mind this is for structure fires only. EMS will continue to be provided by their own respective fire departments.

We are asking for consideration, and action, to recommend the City of Neenah and the City of Menasha Common Council's approve the Agreement for Automatic Assistance for structure fires with the City of Appleton, pending approval by both City Attorneys.

If you have any questions, please feel free to contact me at 920-886-6201.

Thank you.

TT/te

**AGREEMENT FOR AUTOMATIC ASSISTANCE
FOR STRUCTURE FIRES
CITIES OF NEENAH AND MENASHA AND CITY OF APPLETON**

THIS AGREEMENT entered into on the date specified below, by and between the Cities of Neenah and Menasha ("Neenah and Menasha") and the City of Appleton ("Appleton"), each of which are Wisconsin municipal corporations; and each acting herein through their duly authorized officials.

WHEREAS the governing officials of the governmental entities set forth above, political subdivisions of the State of Wisconsin and the United States of America, desire to secure for each entity the benefits of assistance in the protection of life and property from fire and other disasters:

NOW, THEREFORE, IT IS AGREED AS FOLLOWS:

1. In consideration for each party's automatic assistance to the other upon the occurrence of a structure fire in any portion of the designated area where this Agreement for Automatic Assistance is in effect, a predetermined number of firefighting equipment and personnel of the parties shall be dispatched to such point where the structure fire exists in order to assist in the protection of life and property subject to the conditions hereinafter stated.

Details as to amounts and types of assistance to be dispatched, methods of dispatching and communications, training programs and procedures and areas to be assisted will be developed by the Chief of the Neenah and Menasha Fire Rescue and the Chief of the Appleton Fire Department. These details will be stipulated in a Memorandum of Understanding and signed by the Chiefs of both departments. Said Memorandum of Understanding may be revised, modified, or amended at any time by a signed written agreement of the Fire Chiefs as conditions may warrant.
2. Any dispatch of equipment and personnel pursuant to this Agreement shall be sent unless such amount of assistance is unavailable due to emergency conditions and/or hazardous situations confronting either party's forces at the time of need for assistance under this Agreement.
3. Each party to this Agreement waives all claims against the other party for compensation for any loss, damage, personal injury, or death occurring as a consequence of the performance of this Agreement.
4. Neither party shall be reimbursed by the other for costs incurred pursuant to this Agreement. Personnel who are assigned, designated, or ordered by their governing body to perform duties, pursuant to this Agreement, shall receive the same salary, pension, and all other compensation and rights for

the performance of such duties, including injury or death benefits, and Worker's Compensation benefits, as though the service had been rendered within the limits of the entity where he or she is regularly employed. Moreover, all medical expenses; wage and disability payments; pension payments; damage to equipment and clothing; and expenses of travel; food; and lodging shall be paid by the entity in which the employee in question is regularly employed.

5. All equipment used by each party's fire department in carrying out this Agreement will, during the time response services are being performed, remain owned by the respective fire department; and all personnel acting for the party's fire department under this Agreement will, during the time response services are required, be firefighters of the fire department of the party where they are regularly employed.
6. At all times while equipment and personnel of either party's fire department are traveling to, from, or within the geographical limits of the other party in accordance with the terms of this Agreement, such personnel and equipment shall be deemed to be employed or used, as the case may be, in the full line and cause of duty of the party which regularly employs such personnel and equipment. Further, such equipment and personnel shall be deemed to be engaged in a governmental function of its governmental entity.
7. In the event that any individual performing duties subject to this Agreement shall be cited as a defendant party to any state or federal civil lawsuit, arising out of his or her official acts while performing duties pursuant to the terms of this Agreement, such individual shall be entitled to the same benefits that he or she would be entitled to receive had such civil action arisen out of an official act within the scope of his or her duties as a member of the department where regularly employed and occurred within the jurisdiction of the governmental entity where regularly employed. The benefits described in this paragraph shall be supplied by the party where the individual is regularly employed.
8. It is agreed by and between the parties hereto that any party hereto shall have the right to terminate this Agreement upon ninety (90) days written notice to the other party hereto.
9. It is understood and agreed that if the parties have heretofore entered into any similar agreement for automatic aid, the conditions and obligations of this Agreement shall take precedence over any conditions and obligations in any other agreements related to mutual assistance between the parties.
10. Each party agrees that if legal action is brought under this Agreement, exclusive venue shall lie in the county where the emergency condition

and/or hazardous situations occurred.

11. In case one or more of the provisions contained in this Agreement shall be for any reason held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision thereof and this Agreement shall be construed as if such invalid, illegal, or unenforceable provision had never been contained herein.
12. Neither party hereto waives or releases any of the liability immunities, limitations, or damages limitations available under Section 893.80 Wisconsin Statutes despite any provisions herein, if any, to the contrary.
13. Effective date of this Agreement shall be on the last date of the signature of any party hereto.

EXECUTED by the Cities of Neenah and Menasha and the City of Appleton, each respective governmental entity acting by and through its duly authorized official in the manner required by each entity or otherwise as required by law.

City of Neenah

By: _____
Jane Lang, Mayor
Date: _____

By: _____
Char Nagel, City Clerk
Date: _____

Approved as to form:

David C. Rashid, City Attorney
Date: _____

[SIGNATURES CONTINUE ON THE FOLLOWING PAGE]

City of Menasha

By: _____
Austin Hammond, Mayor
Date: _____

By: _____
Valerie Neuman, City Clerk
Date: _____

Approved as to form:

Margaret Struve, City Attorney
Date: _____

Neenah and Menasha Fire Rescue

Travis Teesch, Fire Chief
Date: _____

City of Appleton

By: _____
Jacob A. Woodford, Mayor
Date: _____

By: _____
Kami Lynch, City Clerk
Date: _____

Approved as to form:

Appleton Fire Department

Christopher R. Behrens, City Attorney
Date: _____
CityLaw: A22-0078.dg

Jeremy Hansen, Fire Chief
Date: _____