



# Neenah-Menasha Fire Rescue

## AGENDA

**Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee  
December 9, 2025 – 6:00 p.m.  
City of Neenah – Hauser Room**

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
  - a. October 29, 2025 (attached)
- IV. Call Summary Review (attached)
- V. Consideration and action to recommend the Cities of Neenah and Menasha approve the Agreement with Innovative Advisors (IPA) for the Neenah-Menasha Rescue Organizational Structure Assessment & Future Needs Analysis in an amount not to exceed \$33,500 (attached)
- VI. Consideration and action of purchasing of 2025 Chevy 1500 Silverado with related Equipment for a total cost not to exceed \$67,000 (attached)
- VII. 2026 Meeting Dates/Times
- VIII. Pursuant to Wis. Stat. ss. 19.85(1)(e) the Committee may adjourn into closed session for the purpose of deliberating the approval of a labor contract with Local 275, as bargaining reasons require a closed session. The Committee may reconvene into Open session thereafter to take action on matters discussed in closed session.
- 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](mailto: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**

**October 29, 2025 – 5:30 p.m.**

**City of Menasha – Room #133**

Present: Ald. Perkins, Ald. Grade, Borchardt, Pollnow, and Marshall

Excused: Ald. Bruno

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

Public: A member of the public attended.

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

Public Forum: Member of the public stated they were there to learn about the NMFR budget.

Minutes: The committee reviewed the meeting minutes from September 30, 2025. **MSC Pollow/Borchardt to approve the September 30, 2025, meeting minutes, and place on file, all voting aye.**

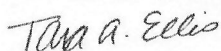
Call Summary Review: The Committee reviewed the call summary review through September 30, 2025. **MSC Borchardt/Pollnow to approve the call summary and place on file through September 30, 2025, all voting aye.**

UTV Vehicle Purchase: The Committee reviewed the request to purchase a UTV from using FAP funding and to remove the purchase from the budget. **MSC Pollnow/Perkins recommends to approve the purchase and enter into contract for (1) 2025 can-am EMS-UTV and related equipment for a cost not to exceed \$60,000 and to utilize FAP carry-over funds from 2024-25 to pay for the project, all voting aye.**

2026 Proposed Budget Review: Chief Teesch presented the 2026 budget, explaining the budget had been reviewed by both City Finance Directors and Mayors. **MSC Pollnow/Marshall to approve the proposed NMFR 2026 budget, all voting aye.**

**MSC Pollnow/ Marshall to adjourn at 5:59 p.m., all voting aye.**

Respectfully Submitted,



Tara Ellis

Management Assistant



# 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          |
| <b>Total</b>                                       | <b>278</b> | <b>330</b> | <b>322</b> | <b>306</b> | <b>287</b> | <b>248</b> |
| Main Incident Type                                 | April 2025 | April 2024 | May 2025   | May 2024   | June 2025  | June 2024  |
| Hazardous Condition (No Fire)                      | 11         | 18         | 9          | 12         | 11         | 12         |
| Service Call                                       | 10         | 12         | 22         | 8          | 17         | 33         |
| False Alarm & False Call                           | 20         | 27         | 28         | 31         | 30         | 36         |
| Overpressure Rupture, Explosion, Overheat(no fire) | 0          | 0          | 0          | 0          | 0          | 0          |
| Rescue & Emergency Medical Service Incident        | 180        | 200        | 213        | 192        | 227        | 189        |
| Good Intent Call                                   | 26         | 16         | 24         | 18         | 15         | 14         |
| Special Incident Type                              | 0          | 0          | 2          | 1          | 0          | 0          |
| Unknown  | 0          | 0          | 0          | 0          | 0          | 0          |
| Fire   | 5          | 8          | 6          | 4          | 4          | 2          |
| <b>Total</b>                                       | <b>252</b> | <b>281</b> | <b>304</b> | <b>266</b> | <b>304</b> | <b>286</b> |
| Main Incident Type                                 | July 2025  | July 2024  | Aug 2025   | Aug 2024   | Sep 2025   | Sep 2024   |
| Hazardous Condition (No Fire)                      | 7          | 4          | 10         | 9          | 5          | 5          |
| Service Call                                       | 17         | 17         | 25         | 13         | 18         | 10         |
| False Alarm & False Call                           | 35         | 38         | 31         | 36         | 29         | 29         |
| Overpressure Rupture, Explosion, Overheat(no fire) | 1          | 1          | 0          | 0          | 0          | 0          |
| Rescue & Emergency Medical Service Incident        | 175        | 190        | 202        | 228        | 193        | 246        |
| Good Intent Call                                   | 21         | 13         | 24         | 15         | 16         | 16         |
| Special Incident Type                              | 2          | 1          | 0          | 2          | 2          | 0          |
| Unknown  | 0          | 0          | 0          | 0          | 0          | 0          |
| Fire   | 11         | 20         | 7          | 5          | 5          | 4          |
| <b>Total</b>                                       | <b>269</b> | <b>284</b> | <b>299</b> | <b>308</b> | <b>268</b> | <b>310</b> |

| Monthly Summary Review                             |          |          |          |          |          |          |
|--|----------|----------|----------|----------|----------|----------|
| Main Incident Type                                 | Oct 2025 | Oct 2024 | Nov 2025 | Nov 2024 | Dec 2025 | Dec 2024 |
| Hazardous Condition (No Fire)                      | 9        | 10       | 10       | 8        |          |          |
| Service Call                                       | 26       | 24       | 16       | 14       |          |          |
| False Alarm & False Call                           | 33       | 44       | 30       | 26       |          |          |
| Overpressure Rupture, Explosion, Overheat(no fire) | 0        |          | 0        | 0        |          |          |
| Rescue & Emergency Medical Service Incident        | 189      | 179      | 204      | 191      |          |          |
| Good Intent Call                                   | 19       | 18       | 16       | 19       |          |          |
| Special Incident Type                              | 1        | 0        | 0        | 2        |          |          |
| Unknown  |          | 0        | 1        | 0        |          |          |
| Fire   | 8        | 8        | 8        | 10       |          |          |
| <b>Total</b>                                       | 285      | 283      | 285      | 270      |          |          |

Total calls January 1, 2025 through September 30, 2025: 3,201

Total Calls January 1, 2024 through September 30, 2024: 3,231

| 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    |
| <b>Total</b>                                       | 3,555 | 3,395 | 3,225 | 2,975 | 2,821 |



## Memorandum

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**TO:** NMFR Joint Finance and Personnel Committee

**FROM:** Chief Teesch TT

**DATE:** December 2, 2025

**RE:** **Professional Services Agreement – NMFR Organizational Structure Assessment & Future Needs Analysis**

### Background:

Neenah-Menasha Fire Rescue (NMFR) conducted a competitive RFP process for an Organizational Structure Assessment and Future Needs Analysis. Ten firms submitted proposals ranging from **\$33,500 to \$165,000**. Innovative Public Advisors (IPA) submitted the **lowest-cost proposal at \$33,500** and was also the **unanimous top-ranked firm** based on written proposals, interviews, and evaluation scoring.

The scope of work includes:

- Comprehensive review of NMFR's organizational structure, governance, staffing model, and merger impacts;
- Evaluation of the existing cost-share formula with recommendations for future options;
- Updated organizational chart and draft job descriptions;
- Service demand and fiscal analysis;
- Benchmarking and best-practice comparisons;
- Final report and presentation to both City Councils and the Joint Fire Commission.  
(See attached Professional Services Agreement and W-9 from IPA.)

The project cost is **not to exceed \$33,500**, with **50% due upon contract execution** and **50% due upon delivery of the final report**.

### Fiscal Impact:

The project cost will be shared proportionally between the Cities of Neenah and Menasha under the NMFR cost-share formula. No budget amendment is required.

### Requested Action:

**Motion to approve the Professional Services Agreement with Innovative Public Advisors for the NMFR Organizational Structure Assessment and Future Needs Analysis in an amount not to exceed \$33,500, and authorize the appropriate City officials to execute the agreement.**



## Memorandum

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**TO:** NMFR Joint Finance & Personnel Committee

**FROM:** Deputy Chief Krueger

**DATE:** December, 2025

**RE:** Small Vehicle Purchase

Our approved 2026 CIP budget has \$67,000 for the purchase of a light duty vehicle and equipment.

We are asking for consideration and action to approve the purchase of a stock 2025 Chevrolet 1500 Silverado from Bergstrom Automotive not to exceed \$50,000 and to purchase radio, lights, graphics and other miscellaneous equipment from various vendors for a total project cost not to exceed \$67,000.

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

Thank you for your consideration.

SK/te

Attachment