



Neenah-Menasha Fire Rescue

AGENDA

**Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee
October 22, 2025 – 5:30 p.m.
City of Menasha – Room #132**

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. September 30, 2025 (attached)
- IV. Call Summary Review (attached)
- V. Consideration and action to approve the purchase of a UTV for a cost not to exceed \$60,00 (attached)
- VI. Consideration and Action to approve the proposed 2026 operating and CIP budget (attached)
- VII. 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 Minutes

September 30, 2025 – 5:30 p.m.

City of Neenah – Hauser Room

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

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

Public: A member of the public attended.

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

Public Forum: No member of the public chose to speak.

Minutes: The committee reviewed the meeting minutes from August 26, 2026. **MSC Pollnow/Bruno to approve the August 26, 2026 meeting minutes, and place on file, all voting aye.**

Call Summary Review: The Committee reviewed the call summary review through August 31, 202. **MSC Borchardt/Pollnow to approve the call summary and place on file through August 31, 2025, all voting aye.**

Budget Review: The Committee reviewed the budget through August 31, 2025. Ald. Grade asked about the overtime budget. Chief Teesch noted due to the vacancy in the Assistant Chief of Training we have had to use overtime funds to conduct training. We also have had FMLA's the past few months. Ald. Borchardt asked about the ramifications of dropping below 17 staff members. Chief Teesch noted it affects our ISO rating and 17 is the least amount of firefighters you can have on scene when it comes to structure fires. Ald. Pollnow asked the ISO rating and how this affects the insurance rates. Chief Teesch explained the ISO rating each community has affects the cost of insurance rates for businesses and homeowners.

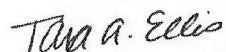
Assistant Chief Update: Chief Teesch noted the position remains vacant. We have continued to interview candidates and are actively pursuing candidates as they apply.

Consideration and Action to recommend the City of Neenah approve City of Neenah Resolution 2025-10 authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue Fiscal Year 2026: Director Sassman explained that the levy limit and how this relates to the resolution before the committee. Both Cities must adopt their resolution for one City to use this, if needed. However, both Cities do not have to use this if one doesn't need to but the other does. Ald. Borchardt asked how often it had to be used. Director Sassman said there are years that both Cities have used this. **MSC Pollnow/Borchardt recommends the City of Neenah Council approve City of Neenah Resolution 2025-10 authorizing Signatory Municipality to Exceed the Levy Limits for Neenah-Menasha Fire Rescue Fiscal Year 2026, all voting aye.**

Consideration and Action to recommend the City of Menasha approve City of Menasha Resolution authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue 2026: **MSC Grade/Perkins recommends the City of Menasha Council approve City of Menasha Resolution authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue 2026, all voting aye.**

MSC Pollnow/Bruno to adjourn at 5:50 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara A. Ellis".

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
Total	278	330	322	306	287	248
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
Total	252	281	304	266	304	286
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
	269	284	299	308	268	310

Total calls January 1, 2025 through September 30, 2025: 2,610

Total Calls January 1, 2024 through September 30, 2024: 2,658

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	3,555	3,395	3,225	2,975	2,821



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Deputy Chief Krueger

DATE: 10/15/25

RE: UTV Vehicle Purchase approval

In July 2025, an amount of \$60,000 was requested to be carried forwarded to the 2025-26 Financial Assistance Program (FAP) year funding from the 2024-25 year. NMFR first became eligible to apply and receive this emergency medical service annual funding in 2025 and wasn't given a full fiscal state year (7-1 to 6-30) to apply expenses. Per the State policy, any carry over must be expended within the next State Fiscal Year.

NMFR has requested in 2028-year CIP, a UTV to support primarily EMS special events where larger apparatus and ambulances can be difficult to access. This request will allow for two units with (1) in each of the Cities of Neenah and Menasha. Larger multi-city events such as the Fox City Marathon would use both units.

NMFR is requesting approval to use exclusive FAP funding dollars of \$60,000 from the carryover to obtain the UTV in 2026 and remove it from future Capital Expenditure (CIP).

To maintain consistency in operation, NMFR sought quotes for the can-am model that mimics our current G36 design and operation. Hexco Motorsports currently has a 2025 stock model available for upfit for emergency vehicle use. The modification would include an EMS skid unit supplied by Emergency Vehicle Services. Lead times on these quotes are 90+ days. The quotations received from the vendors above equal \$49,007. This doesn't include accessories, and/or final equipment estimated at \$10,000.

NMFR is requesting consideration and action to recommend that the Cities of Neenah and Menasha approve the purchase and enter contract of (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.

Thank you for your consideration. If you have any questions, please feel free to call me at 886-6202.



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: October 16, 2025

RE: Proposed 2026 Budget

Attached is our proposed 2026 budget for your review. This budget has been reviewed by both City Finance Directors and Mayors. The following reductions were made to our budget by both Cities:

0104 – Overtime: Reduction of \$10,000
0214 – Maint of Joint Buildings: Reduction of \$2,000
0250 – Training Tower: Reduction of \$2,000
0262 – Public Relations: Reduction of \$2,000

I am asking for consideration and action that the Cities of Neenah and Menasha approve the proposed 2026 budget with the noted reductions by both Mayors.

If you have any questions, please feel free to call me at 920-886-6200.

Thank you.

TT/te

CITY OF NEENAH
2026 BUDGET PREPARATION WORKSHEET

ACCOUNT	ACCOUNT DESCRIPTION	2024 ACTUAL	2025 BUDGET	2025 YTD 9 MONTHS	2025 DEPARTMENT ESTIMATE	2026 DEPT REQUEST	2026 MAYOR'S RECOMMENDED	REQUEST % CHANGE
Fire Department								
Fire								
2301-712-0101	Salaries	5,918,784	5,992,950	4,091,169	5,965,090	6,198,940	6,198,940	3.44
2301-712-0104	Overtime Wages	233,012	220,000	200,775	265,000	275,000	265,000	20.45
2301-712-0105	Reimbursement / Overtime	5,259-	10,000-	1,559-	5,000-	10,000-	10,000-	.00
2301-712-0106	FLSA Overtime Wages	66,908	60,000	41,558	65,000	65,000	65,000	8.33
2301-712-0110	Health Insurance	1,183,936	1,406,910	999,828	1,313,570	1,494,450	1,494,450	6.22
2301-712-0111	Fringes	1,570,641	1,758,340	1,210,870	1,764,550	1,804,230	1,804,230	2.61
2301-712-0115	Schools/Seminars/Training	25,101	30,000	20,482	30,000	39,000	39,000	30.00
2301-712-0116	Test/Certification for Eq	14,786	16,000	12,017	16,000	18,000	18,000	12.50
2301-712-0117	Clothing Allowance	39,116	42,000	37,045	40,000	42,000	42,000	.00
2301-712-0118	License Renewal	52	2,100	296	400	3,000	3,000	42.86
2301-712-0125	Employee School Reimb	305	400	0	0	400	400	.00
2301-712-0128	Empl Recognition Awards	0	1,200	221	230	1,200	1,200	.00
2301-712-0202	Outside Printing	314	1,000	1,012	1,020	1,100	1,100	10.00
2301-712-0203	Postage	522	1,000	461	1,000	1,300	1,300	30.00
2301-712-0206	Advertising & Publication	0	200	0	0	200	200	.00
2301-712-0207	Dues & Memberships	815	1,600	615	800	2,100	2,100	31.25
2301-712-0209	Maintenance of PPE/SCBA	6,496	10,250	5,998	10,250	10,250	10,250	.00
2301-712-0210	Maint of Computer Hardwre	0	1,000	0	1,000	1,000	1,000	.00
2301-712-0211	Maint of Other Equipment	1,922	5,000	2,942	3,000	5,000	5,000	.00
2301-712-0213	Maint of Motor Vehicles	110,658	125,000	78,491	140,000	125,000	125,000	.00
2301-712-0214	Maint of Buildings	10,809	15,000	3,808	15,000	16,000	14,000	6.67-
2301-712-0215	Maint of Radio Equipment	388	1,000	818	1,100	1,300	1,300	30.00
2301-712-0216	Maint of Operating Equip	4,316	4,000	1,258	1,500	4,000	4,000	.00
2301-712-0218	Maint of Software	52,726	96,500	77,098	96,500	114,870	114,870	19.04
2301-712-0221	Telephone	1,307	1,220	887	1,220	1,220	1,220	.00
2301-712-0222	Electricity	54,424	54,840	36,319	54,840	57,580	57,580	5.00
2301-712-0223	Natural Gas	18,249	27,530	19,891	27,530	28,910	28,910	5.01
2301-712-0224	Water & Sewer	12,226	13,100	8,093	13,100	14,100	14,100	7.63
2301-712-0226	Storm Water	3,572	3,610	2,559	3,610	3,790	3,790	4.99
2301-712-0227	Cellular Telephone	15,683	17,000	12,504	17,000	20,000	20,000	17.65
2301-712-0232	Auditing Services	2,350	2,430	2,425	2,430	2,500	2,500	2.88
2301-712-0236	Outside Services	13,832	15,000	10,521	15,000	15,000	15,000	.00
2301-712-0237	Pest Control	285	400	7	100	400	400	.00
2301-712-0238	Professional Services	30,473	41,000	25,925	41,000	30,000	30,000	26.83-
2301-712-0241	Tree Planting & Landscape	85	1,000	0	1,000	1,000	1,000	.00
2301-712-0242	Permits	0	0	0	0	0	0	.00
2301-712-0246	Liability Insurance	29,602	31,700	34,134	31,140	36,800	36,800	16.09
2301-712-0247	Auto/Physical Damage Ins	24,022	21,810	27,116	27,120	29,240	29,240	34.07
2301-712-0250	Maint of Training Tower	12,778	2,500	156	1,000	2,500	500	80.00-
2301-712-0252	Rental of Equipment	764	1,400	392	1,400	1,400	1,400	.00
2301-712-0254	Printer / Copies	2,476	3,720	1,992	3,720	3,000	3,000	19.35-
2301-712-0255	Neenah City I/S Services	118,500	107,300	80,475	107,300	134,900	134,900	25.72
2301-712-0256	Neenah City Finance Ser.	28,750	29,700	22,275	29,700	32,080	32,080	8.01
2301-712-0257	Neenah City H/R Services	72,450	74,850	56,138	74,850	80,840	80,840	8.00
2301-712-0258	GIS Services/Internal	13,900	14,360	10,770	14,360	14,790	14,790	2.99

CITY OF NEENAH
2026 BUDGET PREPARATION WORKSHEET

ACCOUNT	ACCOUNT DESCRIPTION	2024 ACTUAL	2025 BUDGET	2025 YTD 9 MONTHS	2025 DEPARTMENT ESTIMATE	2026 DEPT REQUEST	2026 MAYOR'S RECOMMENDED	2026 REQUEST %
2301-712-0262	Public Relations/Services	13,918	8,000	3,734	8,000	15,000	13,000	62.50
2301-712-0293	Maint of Motor Veh/Fleet	0	0	0	0	0	0	.00
2301-712-0294	Oil and Fluids/Fleet	0	0	0	0	0	0	.00
2301-712-0296	Maint of Equipment/Fleet	0	0	0	0	0	0	.00
2301-712-0301	Office Supplies	1,838	2,250	942	2,250	2,300	2,300	2.22
2301-712-0306	Cleaning/Janitor Supplies	15,292	17,000	9,534	17,000	17,510	17,510	3.00
2301-712-0308	Books and Periodicals	213	3,200	2,375	3,200	3,200	3,200	.00
2301-712-0310	Gasoline & Oil	46,533	48,000	30,334	48,000	48,960	48,960	2.00
2301-712-0319	Safety Supplies	2,891	4,500	346	1,000	4,500	4,500	.00
2301-712-0320	Small Tools	3,104	3,150	2,532	3,150	3,300	3,300	4.76
2301-712-0325	Consumable supplies	1,720	3,300	1,431	3,300	3,400	3,400	3.03
2301-712-0326	Photography Supplies	975	1,000	17	1,000	1,000	1,000	.00
2301-712-0333	All Other Supplies	2,276	3,800	1,861	3,800	3,800	3,800	.00
2301-712-0344	Small Equipment	13,643	15,000	9,713	15,000	16,000	16,000	6.67
2301-712-0347	Small Computer Hardware	201	1,000	588	1,000	0	0	100.00-
2301-712-0348	Per Protective Equipment	75,214	10,000	5,474	10,000	12,000	12,000	20.00
2301-712-0350	Training Supplies	4,852	6,000	97	6,000	6,000	6,000	.00
2301-712-0723	Fire Property Damage	0	0	0	0	0	0	.00
2301-712-8108	Office Furniture & Equip	4,907	5,000	1,118	5,000	5,000	5,000	.00
2301-712-8113	Communication Equipment	7,547	12,000	585	12,000	12,000	12,000	.00
2301-712-8114	Computer Software Outlay	0	0	0	0	0	0	.00
2301-712-8115	Computer Hardware Outlay	10,175	13,600	9,746	13,600	10,000	10,000	26.47-
2301-712-8133	All Other Equipment	29,964	30,000	6,623	30,000	35,000	35,000	16.67
2301-712-8149	Household Purchases	17,968	18,000	3,219	18,000	20,000	20,000	11.11
Reg Spec Oper Resp Team								
2314-712-0104	Overtime Wages	62,541	32,000	48,518	55,000	65,000	65,000	103.13
2314-712-0105	Reimbursement / Overtime	65,489-	26,500-	62,466-	62,470-	65,000-	65,000-	145.28
2314-712-0111	Fringes	15,546	8,500	12,881	14,610	16,880	16,880	98.59
2314-712-0115	Schools/Seminars/Training	162	300	158	300	300	300	.00
2314-712-0216	Maint of Operating Equip	0	500	0	0	500	500	.00
2314-712-0320	Small Tools	0	250	0	0	250	250	.00
2314-712-0348	Per Protective Equipment	7,457	7,500	402	7,500	10,000	10,000	33.33
2314-712-0350	Training Supplies	0	500	0	0	500	500	.00
2314-712-8133	All Other Equipment	0	750	520	750	750	750	.00
Joint Fire Commission								
2320-712-0203	Postage	0	0	0	0	0	0	.00
2320-712-0206	Advertising & Publication	1,000	1,000	0	0	0	0	100.00-
2320-712-0236	Outside Services	4,410	2,500	2,325	2,500	2,500	2,500	.00
2320-712-0261	Misc Expenditures	354	3,000	515	3,000	3,000	3,000	.00
Special Reserves & Escrow								
2326-712-0101	Salaries	0	0	0	0	0	0	.00
2326-712-0110	Health Insurance	0	0	0	0	0	0	.00
2326-712-0111	Fringes	0	0	0	0	0	0	.00
*** Fire Department								
		9,971,288	10,481,020	7,230,864	10,415,920	10,977,040	10,961,040	4.58
		9,971,288	10,481,020	7,230,864	10,415,920	10,977,040	10,961,040	4.58

ACCOUNT	ACCOUNT DESCRIPTION	2024 ACTUAL	2025 BUDGET	2025 YTD 9 MONTHS	2025 DEPARTMENT ESTIMATE	2026 DEPT REQUEST	2026 MAYOR'S RECOMMENDED	REQUEST % CHANGE
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City of Neenah
2026 Capital Improvement Plan
Detail Project Schedule - Capital Equipment

Project Description and Plan Comments	Adopted 2024 - 2028 CIP	Department Request	Mayor Proposed
<u>2026 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 \$55,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes.	\$ 33,205	\$ 33,450	\$ 33,450
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. 2026 cost distribution formula (60.82%) is used for budgeting purposes.	211,295	212,870	212,870
3 Replace and upgrade of Training Tower, along with related buildings and props. Total Project cost \$1,310,000 (Approved \$1,000,000 Total Cost n 2025 an additional \$310,000 added for 2026 Capital Budget - Borrowed \$305,600 in 2025) This was updated from the 2026 - 2030 CIP	603,700	729,840	67,240
<u>Funding Source:</u> Award of a \$500,000 Winnebago County Spirit Fund grant and \$200,000 awarded by the State significantly reduces the borrowing. 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. Using 2025 cost distribution formula (61.12%) for this project. Neenah's portion is \$800,670 less \$427,840 of awards = \$372,830 net cost, and Menasha's portion is \$509,330 less \$272,160 = \$237,170 net cost.			
4 Special Operations Rope/Rescue and equipment above standard budgeted replacement equipment. Update a large volume of users with expiring 10+ year old gear. Total projected cost \$65,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes	-	39,530	39,530

City of Neenah
2026 Capital Improvement Plan
Detail Project Schedule - Capital Equipment

Project Description and Plan Comments	Adopted 2024 - 2028 CIP	Department Request	Mayor Proposed
<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. 2026 cost distribution formula (60.82%) is used for budgeting purposes This was updated from the 2026 - 2030 CIP - Move to 2027</p>	-	48,660	-
<p>6 Purchase of (1) light duty vehicle to replace F400 (used PD vehicle). Total project cost is \$67,000 for equipment and lettering. City of Neenah is responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes</p>	-	40,750	40,750
<p>7 Personal Protective equipment Total projected cost \$65,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes (Moved from 2025 operating budget to CIP)</p>	-	39,540	39,540
<p>8 Replace hydraulic extrication equipment 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. 2026 cost distribution formula (60.82%) is used for budgeting purposes. (Moved from 2028 due to equipment condition)</p>	-	136,850	136,850

City of Neenah

2026 Capital Improvement Plan

Detail Project Schedule - Capital Equipment

Project Description and Plan Comments	Adopted 2024 - 2028 CIP	Department Request	Mayor Proposed
<p>9 Replace Engine #32. Total projected cost \$875,000. Ordred in 2022, expected to be received in 2nd quarter of 2026. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes.</p> <p>This was updated from the 2026 - 2030 CIP - Contractually Obligated</p>	-	-	532,180
<p>10 Phone System upgrade (all Stations) as part of Neenah IS upgrades. Total projected cost \$30,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes</p>	-	18,250	18,250
<p>11 Purchase of UTV and equipment to be used for Emergency Medical Service (EMS) wildland fires, ice rescue operations and community events. Total project cost is \$75,000. City of Neenah responsible for fixed percentage as agreed to in the Consolidation Agreement. 2026 cost distribution formula (60.82%) is used for budgeting purposes.</p> <p>This was updated from the 2026 - 2030 CIP - Moved from 2028 due to grant</p> <p><u>Funding Source:</u> Funding Assistance Program (FAP) Grant for full amount</p>	-	-	45,615
			(45,615)
Total 2026 Fire Department	\$ 848,200	\$ 1,299,740	\$ 1,120,660