



Neenah-Menasha Fire Rescue

AGENDA

**Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee
July 23, 2024 – 4:00 p.m.
City of Neenah – Hauser Room**

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. June 25, 2024 (attached)
- IV. Review of Calls (attached)
 - a. June 2024
 - b. January 2024 – June 2024
 - c. January 2023 – May 2023
- V. Review of January – June 2024 Budget Report (attached)
- VI. Consideration and Action of the 2025 Cost Distribution Formula (attached)
- VII. Consideration and action to approve Resolution 2024-13 (City of Neenah and) R-31-24 (City of Menasha) to approve Project for Winnebago County Spirit Fund Local Government Allocation (attached)
- VIII. Consideration and action to approve filling the vacant Assistant Chief/Fire Marshal position (attached)

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.

Corrected NMFR Joint Finance & Personnel Committee Meeting Minutes
June 25, 2024 – 4:00 p.m.
Room #132 – City of Menasha

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

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

Public: No members of the public were present.

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

Minutes: The Committee reviewed the April 23, 2024, meeting minutes. **MSC Pollnow/Grade to approve the April 23, 2024 meeting minutes, with one correction, all voting aye.**

Review of Calls: The Committee reviewed the call reports from May 2024, January – May 2024 and January - May 2023 calls. Chief Teesch explained how EMS calls are now coded differently. There are new instructions from NFIRS on coding if we arrive before, or after, the ambulance. Nothing has changed, its only on how it's recorded. **MSC Pollnow/Borchardt to accept all three reports and place on file, all voting aye.**

4:04 p.m. – Ald. Boyette entered the meeting.

2025 Cost Distribution Formula: The Committee reviewed the proposed 2025 Cost Distribution Formula. Director Sassman explained the criteria on the formula. Ald. Marshall asked how population is gathered. Director Sassman said it was based off the 2022 census information, which is the most current. **MSC Pollnow/Grade recommends the City of Neenah and City of Menasha Common Councils approve the 2025 cost distribution formula with the City of Neenah's share at 60.37% and the City of Menasha's share at 39.63%, all voting aye.**

Purchase of a Heavy Rescue: The Committee reviewed the request to purchase a heavy rescue along with the quotes. Director Sassman noted the CIP change was not reflected in the Menasha CIP, but it was in Neenah. It is due to the different timetables each City has for CIP budgets. It will be updated with the upcoming CIP budget workshops the City of Menasha has scheduled. The Committee reviewed both proposals, the differences between both proposals and the financing options. DC Krueger noted the recommendation from the Department's Truck Committee is to go with the Pierce proposal.

A discussion was held on the changes on ordering vehicles, long lead times and how this works. A discussion was held on entering a contract with a vendor and each City has not approved the monies for that CIP year. They will review/approve a 5-year CIP budget. However, the funds for each CIP year are not approved until the November prior to that year. Director Sassman requested language in the contract with the vendor that it's contingent upon the Cities approving the financing for this. DC Krueger said companies will not start building a vehicle with the hopes that it is approved in the future by each City. However, there are out clauses in the contract, that include penalties, if there is a reason a City cannot fund the purchase. Director Sassman asked that the legal team is reviewed by both prior to submitting a signed agreement.

Ald. Pollnow said he feels approval of financing should be made by the elected officials and not by the finance directors. Director Sassman said they normally take the most advantage financing option. However, both Cities must work it in their budget so that's why it was left open. Once City may need a different financing option to make the purchase work in their budget.

Report

MS Borchardt/Grade recommends the City of Neenah and City of Menasha Common Councils approve the purchase and enter into a contract of a 2027 heavy rescue vehicle from Pierce Manufacturing and related equipment for a cost not to exceed \$800,000 and to authorize both Finance Directors to review financing options to approve the most advantageous finance option for both Cities and legal Councils to approved a contract before it's signed that states it's pending budget approval, motion carried by a roll call vote. Borchardt, Marshall, Grade, Pollnow, Sevenich and Boyette all voting aye.

Report

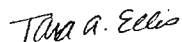
Utility Truck Purchase: The Committee reviewed the request to purchase a utility vehicle. Director Sassman noted the CIP change was not reflected in the Menasha CIP, but it was in Neenah. It is due to the different timetables each City has for CIP budgets. It will be updated with the upcoming CIP budget workshops the City of Menasha has scheduled. The Committee reviewed the bid from Bergstrom Automotive. Ald. Sevenich asked about why we do not go out on the State bid for these types of vehicles. DC Krueger said we can do this but historically Bergstrom will always meet, or beat, the State bid. There is currently no 2025 pricing for these vehicles, so they are giving us the 2024 price. The total cost also includes related equipment. **Ald. Pollnow/Borchardt recommend the City of Neenah and City of Menasha Common Councils approve the order of one 2025 Chevy Silverado and related fire equipment for a cost not to exceed \$75,000 and pending budget approval of the 2025 CIP budget by both Cities, all voting aye.**

Report

Radio CIP Budget: Chief Teesch noted we received the money from the County on June 17th from the Spirit Funds for over \$200,000. This will help reduce the overall CIP cost for both Cities.

MSC Pollnow/Marshall to adjourn at 4:45 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: 06/01/24 - 06/30/24 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)
		1	0.34%	0	0	0	0	0	0.00	0	0.20		5.92
113	Cooking fire, confined to container	1	0.34%	0	0	0	12	0	0.00	5	4.80	3.933333	6.93
138	Off-road vehicle or heavy equipment fire	1	0.34%	0	0	0	4	0	0.00	1	2.00	2.000000	3.13
311	Medical assist, assist EMS crew	88	29.73%	0	0.66	0	3.84	0.2	0.00	1.8	1.22	86.299956	4.75
320	Emergency medical service incident, other	1	0.34%	0	0	0	4	0	0.00	2	1.40	1.083333	3.02
321	EMS call, excluding vehicle accident with injury	95	32.09%	0	1	0	3.32	0.31	0.00	1.74	1.45	105.399961	4.36
322	Motor vehicle accident with injuries	5	1.69%	0	0.6	0	5	0.2	0.00	2	5.45	18.449997	4.13
323	Motor vehicle/pedestrian accident (MV Ped)	1	0.34%	0	0	0	4	0	0.00	2	1.20	.966666	4.73
324	Motor vehicle accident with no injuries.	4	1.35%	0	0.75	0	3.25	0.25	0.00	1.5	1.97	7.033332	4.41
341	Search for person on land	1	0.34%	0	3	0	1	1	0.00	1	3.47	3.350000	5.62
361	Swimming/recreational water areas rescue	1	0.34%	0	3	0	11	1	0.00	7	4.67	3.149998	3.68
371	Electrocution or potential electrocution	1	0.34%	0	0	0	3	0	0.00	1	2.85	2.850000	5.90
411	Gasoline or other flammable liquid spill	2	0.68%	0	0	0	3.5	0	0.00	1.5	2.22	4.050000	3.52
412	Gas leak (natural gas or LPG)	4	1.35%	0	2.25	0	2	0.75	0.00	1	2.71	9.283332	2.67

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)
413	Oil or other combustible liquid spill	1	0.34%	0	0	0	4	0	0.00	1	4.13	4.133333	8.03
424	Carbon monoxide incident	1	0.34%	0	0	0	4	0	0.00	1	1.33	1.333333	0.00
444	Power line down	2	0.68%	0	0	0	3	0	0.00	1	1.27	2.550000	2.97
463	Vehicle accident, general cleanup	2	0.68%	0	1.5	0	2	0.5	0.00	0.5	1.14	2.183333	5.27
511	Lock-out	9	3.04%	0	0	0	3.11	0	0.00	1	0.97	8.566666	6.99
520	Water problem, other	1	0.34%	0	3	0	0	1	0.00	0	0.45	.450000	5.15
531	Smoke or odor removal	2	0.68%	0	3	0	12	1	0.00	5	3.38	4.583333	4.61
542	Animal rescue	4	1.35%	0	2.25	0	0.75	0.75	0.00	0.25	1.19	4.750000	0.70
552	Police matter	1	0.34%	0	0	0	3	0	0.00	1	0.55	.450000	5.70
553	Public service	10	3.38%	0	1.2	0	2	0.4	0.00	0.6	0.79	7.816666	3.53
561	Unauthorized burning	6	2.03%	0	1.5	0	1.5	0.5	0.00	0.5	0.78	4.700000	4.74
611	Dispatched & canceled en route	6	2.03%	0	0	0	4.5	0	0.00	2.33	0.50	3.799996	0.00
622	No incident found on arrival at dispatch address	4	1.35%	0	1.75	0	5	0.5	0.00	2	1.38	4.733332	5.41
651	Smoke scare, odor of smoke	4	1.35%	0	1	0	6.75	0.25	0.00	2.75	4.36	14.216663	6.78
733	Smoke detector activation due to malfunction	1	0.34%	0	3	0	0	1	0.00	0	0.95	.950000	0.33
735	Alarm system sounded due to malfunction	3	1.01%	0	3	0	8.33	1	0.00	4	4.34	7.949997	3.65
743	Smoke detector activation, no fire - unintentional	10	3.38%	0	1.6	0	7.7	0.6	0.00	3.3	3.44	25.249992	4.09
745	Alarm system activation, no fire - unintentional	17	5.74%	0	1.82	0	9.88	0.65	0.00	4.41	5.07	51.583314	5.20
746	Carbon monoxide detector activation, no CO	6	2.03%	0	0.5	0	2.83	0.17	0.00	0.83	0.86	4.933332	3.29

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Totals		296	100%	0	0.98	0.00	4.09	0.31	0.00	1.89	1.78	402.78	4.43
	Mutual Aid Given Incidents	1											



Neenah-Menasha Fire Rescue

Detailed Selected Statistics and Management Activity

By Incident Type

Report Period: 01/01/24 - 06/30/24

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)
		8	0.46%	0	0	0	0	0	0.00	0	0.03		1.99
111	Building fire	13	0.75%	0	3.62	0	13.92	1	0.00	6.15	22.69	207.28331 ₃	3.82
112	Fires in structure other than in a building	1	0.06%	0	0	0	13	0	0.00	5	6.07	5.233333	4.87
113	Cooking fire, confined to container	10	0.58%	0	2.4	0	11.2	0.7	0.00	4.6	7.19	44.066652	5.31
138	Off-road vehicle or heavy equipment fire	2	0.12%	0	0	0	4	0	0.00	1	2.07	4.133333	3.28
151	Outside rubbish, trash or waste fire	1	0.06%	0	4	0	12	1	0.00	5	3.20	1.566666	2.47
311	Medical assist, assist EMS crew	550	31.68%	0	0.84	0.02	3.9	0.23	0.01	1.76	1.30	581.88300 ₅	4.96
320	Emergency medical service incident, other	4	0.23%	0	0	0	4	0	0.00	2	0.92	2.783331	4.24
321	EMS call, excluding vehicle accident with injury	631	36.35%	0	0.71	0.01	3.94	0.2	0.00	1.81	1.49	738.16630 ₇	4.43
322	Motor vehicle accident with injuries	21	1.21%	0	0.33	0	5.57	0.1	0.00	2.38	3.98	64.083320	5.32
323	Motor vehicle/pedestrian accident (MV Ped)	2	0.12%	0	1.5	0	2.5	0.5	0.00	1.5	1.43	2.266666	4.30
324	Motor vehicle accident with no injuries.	17	0.98%	0	0.41	0	4.94	0.12	0.00	2.18	2.89	38.399991	4.83
331	Lock-in (if lock out , use 511)	1	0.06%	0	0	0	3	0	0.00	1	2.20	2.200000	8.67

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341	Search for person on land	2	0.12%	0	1.5	0	3	0.5	0.00	1.5	2.62	4.850000	5.77
353	Removal of victim(s) from stalled elevator	3	0.17%	0	2	0	3.33	0.67	0.00	1.67	3.44	9.016665	6.37
360	Water & ice-related rescue, other	1	0.06%	0	2	0	14	1	0.00	7	6.93	3.399996	6.48
361	Swimming/recreational water areas rescue	1	0.06%	0	3	0	11	1	0.00	7	4.67	3.149998	3.68
365	Watercraft rescue	1	0.06%	0	0	0	5	0	0.00	2	2.92	3.449999	16.80
371	Electrocution or potential electrocution	1	0.06%	0	0	0	3	0	0.00	1	2.85	2.850000	5.90
381	Rescue or EMS standby	1	0.06%	0	4	0	1	1	0.00	1	0.50	.500000	3.23
411	Gasoline or other flammable liquid spill	7	0.40%	0	0.57	0	4.14	0.14	0.00	1.14	2.66	15.416664	4.86
412	Gas leak (natural gas or LPG)	23	1.32%	0	1.17	0	4.83	0.35	0.00	2.13	3.44	78.216655	3.93
413	Oil or other combustible liquid spill	4	0.23%	0	0	0	3.5	0	0.00	1	2.01	8.216666	5.71
422	Chemical spill or leak	1	0.06%	0	0	0	8	0	0.00	2	4.13	2.066666	6.58
424	Carbon monoxide incident	10	0.58%	0	0.8	0	2.6	0.2	0.00	0.9	2.67	22.133331	3.28
440	Electrical wiring/equipment problem, other	7	0.40%	0	2	0	4.29	0.57	0.00	1.71	2.19	10.766665	3.75
442	Overheated motor	1	0.06%	0	4	0	15	1	0.00	6	6.65	3.916666	4.27
444	Power line down	13	0.75%	0	0.92	0	2.62	0.23	0.00	0.85	1.48	18.983331	5.01
445	Arcing, shorted electrical equipment	4	0.23%	0	0.75	0	2.25	0.25	0.00	0.75	0.97	3.900000	6.07
460	Accident, potential accident, other	2	0.12%	0	1.5	0	1.5	0.5	0.00	0.5	1.32	2.650000	6.01
463	Vehicle accident, general cleanup	8	0.46%	0	0.88	0	4	0.25	0.00	1.5	1.90	14.449997	5.20
510	Person in distress, other	1	0.06%	0	0	0	4	0	0.00	2	0.80	.616666	5.80

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511	Lock-out	23	1.32%	0	0	0	3.43	0	0.00	1.04	0.99	20.999998	6.88
520	Water problem, other	1	0.06%	0	3	0	0	1	0.00	0	0.45	.450000	5.15
522	Water or steam leak	1	0.06%	0	4	0	0	1	0.00	0	4.00	4.000000	2.43
531	Smoke or odor removal	6	0.35%	0	1.67	0	6	0.5	0.00	2.17	2.09	9.349999	3.56
542	Animal rescue	5	0.29%	0	1.8	0	1.2	0.6	0.00	0.4	1.14	5.700000	0.56
550	Public service assistance, other	4	0.23%	0	0	0	4.25	0	0.00	1.25	0.97	3.633331	2.13
551	Assist police or other governmental agency	6	0.35%	0	0.5	0	2.83	0.17	0.00	0.83	1.38	6.983332	5.10
552	Police matter	1	0.06%	0	0	0	3	0	0.00	1	0.55	.450000	5.70
553	Public service	17	0.98%	0	1.35	0	2.18	0.41	0.00	0.65	0.97	17.083331	4.08
554	Assist invalid	7	0.40%	0	0.57	0	3	0.14	0.00	1.43	0.86	4.099997	5.08
555	Defective elevator, no occupants	1	0.06%	0	0	0	4	0	0.00	2	2.40	2.400000	4.53
561	Unauthorized burning	19	1.09%	0	1.63	0	2.16	0.47	0.00	0.68	1.26	21.233332	5.24
611	Dispatched & canceled en route	31	1.79%	0	0.58	0	4.23	0.16	0.00	2.23	0.64	17.816642	0.12
621	Wrong location	1	0.06%	0	0	0	4	0	0.00	2	2.20	1.683333	2.25
622	No incident found on arrival at dispatch address	46	2.65%	0	1.35	0	3.7	0.37	0.00	1.52	1.23	47.299979	4.91
650	Steam, other gas mistaken for smoke, other	1	0.06%	0	4	0	11	1	0.00	6	5.75	4.583331	6.45
651	Smoke scare, odor of smoke	15	0.86%	0	1.73	0	7.67	0.47	0.00	2.87	4.46	51.366656	5.42
652	Steam, vapor, fog or dust thought to be smoke	1	0.06%	0	0	0	7	0	0.00	2	1.98	1.583333	6.05
653	Smoke from barbecue, tar kettle	1	0.06%	0	3	0	3	1	0.00	1	2.00	1.050000	2.93

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671	HazMat release investigation w/no HazMat	6	0.35%	0	0	0	6	0	0.00	2.33	1.83	10.766664	5.70
710	Malicious, mischievous false call, other	2	0.12%	0	4	0	8.5	1	0.00	4	3.85	5.099997	4.26
711	Municipal alarm system, malicious false alarm	2	0.12%	0	3	0	0	1	0.00	0	0.60	1.200000	2.02
730	System malfunction, other	1	0.06%	0	4	0	9	1	0.00	4	3.25	2.299999	3.62
731	Sprinkler activation due to malfunction	4	0.23%	0	2.5	0	10.75	0.75	0.00	4.5	6.79	18.283331	3.82
732	Extinguishing system activation due to malfunction	1	0.06%	0	0	0	13	0	0.00	5	4.33	2.849999	4.85
733	Smoke detector activation due to malfunction	5	0.29%	0	1.2	0	6.8	0.4	0.00	2.8	3.04	10.816663	3.98
734	Heat detector activation due to malfunction	1	0.06%	0	3	0	8	1	0.00	4	3.30	2.616666	8.68
735	Alarm system sounded due to malfunction	8	0.46%	0	2.13	0	8.5	0.63	0.00	3.75	3.85	20.466661	6.70
736	CO detector activation due to malfunction	1	0.06%	0	0	0	3	0	0.00	1	0.55	.550000	0.00
740	Unintentional transmission of alarm, other	2	0.12%	0	0	0	4	0	0.00	2	1.30	1.733332	7.95
741	Sprinkler activation, no fire - unintentional	4	0.23%	0	3	0	9.75	0.75	0.00	4.25	7.12	22.133331	4.10
743	Smoke detector activation, no fire - unintentional	20	1.15%	0	1.7	0	8.85	0.55	0.00	3.65	3.72	50.549984	4.75
744	Detector activation, no fire - unintentional	2	0.12%	0	3.5	0	9	1	0.00	4	3.12	3.049997	6.81
745	Alarm system activation, no fire - unintentional	95	5.47%	0	2.09	0	9.84	0.59	0.00	4.19	4.20	244.183231	4.96
746	Carbon monoxide detector activation, no CO	41	2.36%	0	0.56	0	3.49	0.15	0.00	1.02	1.30	46.616653	3.90
911	Citizen complaint	2	0.12%	0	2	0	1.5	0.5	0.00	0.5	0.50	1.016666	1.53
Totals		1,736	100%	0	0.94	0.01	4.50	0.26	0.00	1.97	1.93	2,566.62	4.62
Mutual Aid Given Incidents		8											



Neenah-Menasha Fire Rescue

Detailed Selected Statistics and Management Activity

By Incident Type

Report Period: 01/01/23 - 06/30/23

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)
		1	0.06%	0	0	0	9	0	0.00	5	3.90	3.433333	9.85
111	Building fire	21	1.29%	2	2.48	0	12.24	0.71	0.00	5.29	20.02	289.09997 ₃	4.42
113	Cooking fire, confined to container	4	0.25%	0	2.5	0	11.75	0.75	0.00	4.75	7.66	12.183330	4.04
114	Chimney or flue fire, confined to chimney or flue	1	0.06%	0	3	0	13	1	0.00	5	12.27	8.699999	6.15
116	Fuel burner/boiler malfunction, fire confined	1	0.06%	0	3	0	12	1	0.00	5	10.00	4.599998	4.83
118	Trash or rubbish fire, contained	1	0.06%	0	3	0	11	1	0.00	5	17.73	15.066666	3.28
131	Passenger vehicle fire	8	0.49%	0	1.63	0	8.63	0.5	0.00	3.25	6.00	32.983329	4.85
140	Natural vegetation fire, other	2	0.12%	0	1.5	0	6	0.5	0.00	2.5	2.25	4.549999	1.17
142	Brush or brush-and-grass mixture fire	1	0.06%	0	0	0	4	0	0.00	2	1.67	1.433333	7.67
143	Grass fire	1	0.06%	0	0	0	4	0	0.00	2	0.93	.716666	7.23
150	Outside rubbish fire, other	2	0.12%	0	0	0	3.5	0	0.00	1	0.85	1.633333	4.37
151	Outside rubbish, trash or waste fire	4	0.25%	0	0	0	3.25	0	0.00	1	1.03	4.216666	7.48
160	Special outside fire, other	1	0.06%	0	0	0	6	0	0.00	3	2.00	1.783332	3.47
162	Outside equipment fire	1	0.06%	0	0	0	3	0	0.00	1	1.00	1.000000	2.73

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)
251	Excessive heat, scorch burns with no ignition	1	0.06%	0	3	0	7	1	0.00	3	11.00	9.100000	6.30
311	Medical assist, assist EMS crew	1,086	66.79%	0	0.59	0.01	4.06	0.17	0.00	1.8	1.37	1167.199362	4.78
320	Emergency medical service incident, other	12	0.74%	0	0.92	0	4.42	0.25	0.00	1.92	1.99	18.749993	4.54
321	EMS call, excluding vehicle accident with injury	8	0.49%	0	2.5	0	2.38	0.63	0.00	1.5	0.89	4.049995	4.39
322	Motor vehicle accident with injuries	13	0.80%	0	0.77	0.31	4.92	0.23	0.08	2	3.99	32.933324	4.28
323	Motor vehicle/pedestrian accident (MV Ped)	3	0.18%	0	0	0	5.33	0	0.00	2.33	1.10	2.683331	3.79
324	Motor vehicle accident with no injuries.	7	0.43%	0	1.43	0	4	0.43	0.00	1.43	1.24	7.533331	5.58
331	Lock-in (if lock out , use 511)	4	0.25%	0	0.75	0	3	0.25	0.00	1.25	0.86	2.999998	4.23
340	Search for lost person, other	1	0.06%	0	0	0	5	0	0.00	2	1.00	.950000	5.57
341	Search for person on land	1	0.06%	0	3	0	3	1	0.00	1	1.30	1.250000	10.08
342	Search for person in water	1	0.06%	0	3	0	15	1	0.00	8	2.70	1.666666	3.25
352	Extrication of victim(s) from vehicle	2	0.12%	0	1.5	0	9	0.5	0.00	3	7.70	11.233332	5.04
360	Water & ice-related rescue, other	1	0.06%	0	3	0	15	1	0.00	8	7.50	5.116665	5.45
365	Watercraft rescue	2	0.12%	0	1.5	0	7.5	0.5	0.00	4	5.40	8.216663	2.69
411	Gasoline or other flammable liquid spill	4	0.25%	0	1.75	0	4	0.5	0.00	1.25	4.60	19.266665	3.98
412	Gas leak (natural gas or LPG)	20	1.23%	0	1.05	0	6	0.3	0.00	2.5	5.62	99.883326	3.88
421	Chemical hazard (no spill or leak)	1	0.06%	0	0	0	5	0	0.00	1	1.00	1.000000	0.00
422	Chemical spill or leak	1	0.06%	0	0	0	3	0	0.00	1	1.00	1.000000	6.60
424	Carbon monoxide incident	8	0.49%	0	0.38	0	3.25	0.13	0.00	1.13	2.95	16.666666	3.94

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)
440	Electrical wiring/equipment problem, other	5	0.31%	0	1.6	0	4	0.4	0.00	1.6	2.61	9.499999	4.04
442	Overheated motor	9	0.55%	0	2.67	0	10	0.78	0.00	4.11	6.43	40.316658	3.21
444	Power line down	3	0.18%	0	2.33	0	1	0.67	0.00	0.33	2.69	7.516666	4.76
445	Arcing, shorted electrical equipment	2	0.12%	0	1.5	0	14	0.5	0.00	5.5	7.62	11.816665	4.83
463	Vehicle accident, general cleanup	5	0.31%	0	2.8	0	1.8	0.8	0.00	0.6	1.92	8.833333	5.76
480	Attempted burning, illegal action, other	2	0.12%	0	1.5	0	2	0.5	0.00	1	0.53	1.083333	3.92
500	Service Call, other	2	0.12%	0	3	0	2.5	1	0.00	1.5	1.97	3.366666	2.43
511	Lock-out	29	1.78%	0	0.52	0	3.17	0.17	0.00	0.93	0.99	27.816661	4.59
520	Water problem, other	2	0.12%	0	0	0	6	0	0.00	1.5	1.75	2.416666	7.80
531	Smoke or odor removal	13	0.80%	0	1.46	0	6.23	0.46	0.00	2.62	3.41	33.333325	3.98
541	Animal problem	2	0.12%	0	2	0	3	0.5	0.00	1.5	3.37	7.116665	3.21
542	Animal rescue	6	0.37%	0	0.5	0	2.5	0.17	0.00	0.83	0.92	5.066666	5.73
550	Public service assistance, other	9	0.55%	0	0.33	0	3.67	0.11	0.00	1	1.30	11.866665	2.53
551	Assist police or other governmental agency	5	0.31%	0	1.2	0	4.6	0.4	0.00	1.6	2.75	9.899998	4.28
553	Public service	11	0.68%	0	1.27	0	2.91	0.36	0.00	1.09	1.59	17.183330	1.64
554	Assist invalid	5	0.31%	0	0	0	3.2	0	0.00	2	0.92	3.133331	6.40
561	Unauthorized burning	19	1.17%	0	1	0	3.42	0.26	0.00	1.11	1.28	24.399995	4.56
571	Cover assignment, standby, moveup	1	0.06%	0	0	0	17	0	0.00	14	9.92	15.433328	19.13

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)
611	Dispatched & canceled en route	30	1.85%	0	0.4	0	4.2	0.1	0.00	2.07	0.62	12.366647	0.46
622	No incident found on arrival at dispatch address	29	1.78%	0	2.1	0	3.34	0.62	0.00	1.45	1.14	29.399985	4.47
651	Smoke scare, odor of smoke	22	1.35%	0	2.14	0	6.18	0.64	0.00	2.27	2.75	55.333321	3.19
652	Steam, vapor, fog or dust thought to be smoke	3	0.18%	0	1.33	0	5.33	0.33	0.00	1.33	1.96	5.766665	5.02
653	Smoke from barbecue, tar kettle	2	0.12%	0	0	0	9.5	0	0.00	3	2.45	3.366665	4.67
661	EMS call, party transported by non-fire agency	1	0.06%	0	0	0	5	0	0.00	2	1.00	.816666	7.53
671	HazMat release investigation w/no HazMat	4	0.25%	0	1.5	0	4.5	0.5	0.00	2	2.32	7.199998	4.72
672	Biological hazard investigation, none found	1	0.06%	0	0	0	3	0	0.00	1	1.30	1.300000	7.77
710	Malicious, mischievous false call, other	1	0.06%	0	0	0	13	0	0.00	6	2.17	1.116665	6.43
711	Municipal alarm system, malicious false alarm	2	0.12%	0	2	0	8.5	0.5	0.00	3.5	3.85	4.649998	4.53
712	Direct tie to FD, malicious false alarm	1	0.06%	0	0	0	12	0	0.00	5	3.60	2.783333	8.15
714	Central station, malicious false alarm	8	0.49%	0	0	0	10.63	0	0.00	4.13	2.57	15.549996	4.80
715	Local alarm system, malicious false alarm	5	0.31%	0	0.8	0	7.8	0.2	0.00	3.2	3.15	10.949996	3.25
731	Sprinkler activation due to malfunction	3	0.18%	0	1.33	0	10.67	0.33	0.00	4.67	7.07	18.483330	4.98
733	Smoke detector activation due to malfunction	8	0.49%	0	1.25	0	7	0.38	0.00	2.88	1.99	10.633329	4.68
734	Heat detector activation due to malfunction	3	0.18%	0	0	0	8.67	0	0.00	3.67	4.00	6.116663	4.85
735	Alarm system sounded due to malfunction	20	1.23%	0	1	0	10.65	0.25	0.00	4.25	5.82	69.883315	4.89
736	CO detector activation due to malfunction	1	0.06%	0	3	0	0	1	0.00	0	0.75	.750000	4.60

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)
740	Unintentional transmission of alarm, other	4	0.25%	0	0.75	0	10.75	0.25	0.00	5	0.96	2.866663	2.10
741	Sprinkler activation, no fire - unintentional	7	0.43%	0	1.86	0	10.29	0.57	0.00	4.43	4.02	21.783323	5.46
742	Extinguishing system activation	1	0.06%	0	0	0	12	0	0.00	4	2.60	1.833332	4.13
743	Smoke detector activation, no fire - unintentional	22	1.35%	0	2.23	0	9.05	0.59	0.00	3.73	3.02	43.566648	4.61
744	Detector activation, no fire - unintentional	4	0.25%	0	1.75	0	9.5	0.5	0.00	3.75	3.05	5.916663	4.29
745	Alarm system activation, no fire - unintentional	74	4.55%	0	1.34	0	10.15	0.39	0.00	4.18	3.43	164.566592	4.55
746	Carbon monoxide detector activation, no CO	8	0.49%	0	0.38	0	3.25	0.13	0.00	1	1.09	8.749998	2.96
911	Citizen complaint	7	0.43%	0	2	0	3.43	0.57	0.00	1.29	1.18	6.033332	3.30
Totals		1,626	100%	2	0.83	0.01	4.89	0.24	0.00	2.09	2.07	2,544.78	4.58
Mutual Aid Given Incidents		4											

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 PROGRAM 0601L
 REPORT NAME BS-FIRE

NEENAH MENASHA FIRE RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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 Department							
180-2301-712.01-01	Salaries	2,714,958	523,120	2,803,122	5,898,460	3,095,338	48
180-2301-712.01-04	Overtime Wages	104,159	22,367	125,480	225,000	99,520	56
180-2301-712.01-05	Reimbursement / Overtime	1,513	859	3,377	10,000	6,623	34
180-2301-712.01-06	FLSA Overtime Wages	24,045	5,348	29,874	58,000	28,126	52
180-2301-712.01-10	Health Insurance	540,034	100,065	597,662	1,124,400	526,738	53
180-2301-712.01-11	Fringes	679,172	141,661	738,261	1,591,960	853,699	46
180-2301-712.01-15	Schools/Seminars/Training	11,695	1,207	16,758	26,800	10,042	63
180-2301-712.01-16	Test/Certification for Eq	8,831	81	9,272	17,050	7,778	54
180-2301-712.01-17	Cost of Living Allowance	30,491	614	35,483	40,000	4,517	89
180-2301-712.01-18	License Renewal	0	0	0	2,100	2,100	0
180-2301-712.01-25	Employee School Reimb	194	163	273	400	127	68
180-2301-712.01-28	Emp'l Recognition Awards	1,200	0	0	1,200	1,200	0
180-2301-712.02-02	Outside Printing	32	0	29	1,000	971	3
180-2301-712.02-03	Postage	266	126	279	1,000	721	28
180-2301-712.02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712.02-07	Dues & Memberships	460	45	400	1,600	1,200	25
180-2301-712.02-09	Maintenance of PPE/SCBA	5,685	7	4,283	9,500	5,217	45
180-2301-712.02-10	Maintenance of Computer Hardware	0	0	0	1,210	1,210	0

180-2301-712.02-11	Maint of Other Equipment	9	7	985	4,100	3,115	24
180-2301-712.02-13	Maint of Motor Vehicles	34,640	5,915	37,910	125,000	87,090	30
180-2301-712.02-14	Maint of Buildings	5,748	442	2,059	14,000	11,941	15
180-2301-712.02-15	Maint of Radio Equipment	5,973	293	293	1,000	707	29
180-2301-712.02-16	Maint of Operating Equip	2,048	18	1,577	4,000	2,423	39

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NEENAH MENASHA FIRE-RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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
180-2301-712.02-18	Maint of Software	18,386	0	37,196	55,000	17,804	68
180-2301-712.02-21	Telephone	830	98	642	4,200	3,558	15
180-2301-712.02-22	Electricity	18,263	4,676	19,780	51,250	31,470	39
180-2301-712.02-23	Natural Gas	13,464	602	10,977	25,730	14,753	43
180-2301-712.02-24	Water & Sewer	5,228	1,919	5,803	12,600	6,797	46
180-2301-712.02-26	Stormwater	1,376	565	1,500	3,440	1,940	44
180-2301-712.02-27	Cellular Telephone	5,808	160	6,300	15,660	9,360	40
180-2301-712.02-32	Auditing Services	2,300	2,350	2,350	2,420	70	97
180-2301-712.02-36	Outside Services	6,070	1,152	6,192	14,030	7,838	44
180-2301-712.02-37	Pest Control	18	0	125	600	475	21
180-2301-712.02-38	Professional Services	6,939	0	15,673	35,000	19,327	45
180-2301-712.02-41	Tree Planting & Landscape	0	85	85	1,000	915	9
180-2301-712.02-42	Permits	0	0	0	0	0	0
180-2301-712.02-46	Liability Insurance	37,751	0	29,602	47,100	17,498	63
180-2301-712.02-47	Autof Physical Damage Ins	20,075	0	24,022	20,190	3,832	119
180-2301-712.02-50	Maint of Training Tower	0	32	12,683	15,500	2,817	82
180-2301-712.02-52	Rental of Equipment	268	0	158	800	642	20
180-2301-712.02-54	Printer / Copies	1,267	660	1,242	2,720	1,478	46

180-2301-712.02-55	Neenah City I / S Services	66,550	9,875	59,250	118,500	59,250	50
180-2301-712.02-56	Neenah City Finance Ser.	13,875	2,396	14,375	28,750	14,375	50
180-2301-712.02-57	Neenah City HR Services	35,000	6,038	36,225	72,450	36,225	50
180-2301-712.02-58	G S Services/Internal	6,620	1,158	6,950	13,900	6,950	50
180-2301-712.02-62	Public Relations/Services	876	18	1,798	15,000	13,202	12

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 PROGRAM 6601L
 REPORT NAME BS-FIRE

NEENAH MENASHA FIRE-RESOLVE
 MONTH END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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 Mot or Veh/Fleet	0	0	0	0	0	0
180-2301-712.02-94	O I 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	1,209	0	1,483	1,700	217	87
180-2301-712.03-06	Earning/Janitor Supplies	5,404	1,054	6,607	18,030	11,423	37
180-2301-712.03-08	Books and Periodicals	261	0	213	3,110	2,897	7
180-2301-712.03-10	Gasoline & OI	24,005	3,424	23,315	36,050	12,735	65
180-2301-712.03-19	Safety Supplies	482	47	1,299	6,700	5,401	19
180-2301-712.03-20	Small Tools	279	10	275	3,150	2,875	9
180-2301-712.03-25	Consumable supplies	2,589	0	730	3,300	2,570	22
180-2301-712.03-26	Photography Supplies	272	0	225	1,000	775	23
180-2301-712.03-33	All Other Supplies	1,244	210	1,245	3,800	2,555	33
180-2301-712.03-44	Small Equipment	2,380	88	1,122	15,000	13,878	7
180-2301-712.03-47	Small Computer Hardware	499	0	70	1,000	930	7
180-2301-712.03-48	Protective Equipment	37,780	2,410	75,214	72,000	3,214	104
180-2301-712.03-50	Training Supplies	292	3,458	3,033	5,000	1,967	61
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	0	2,224	5,000	2,776	44

180-2301-712.81-13	Communication Equipment	1,360	192	1,058	11,950	10,892	9
180-2301-712.81-14	Computer Software Outlay	0	0	0	1,000	1,000	0
180-2301-712.81-15	Computer Hardware Outlay	7,085	0	629	10,780	10,151	6
180-2301-712.81-33	All Other Equipment	2,943	108	3,039	30,000	26,961	10
180-2301-712.81-49	Household Purchases	6,978	103	6,081	18,000	11,919	34

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NEENAH MENASHA FIRE-RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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		4,524,193	843,508	4,821,415	9,940,390	5,118,975	49

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NEENAH MENASHA FIRE RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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
180-2314-712.01-04	Reg Spec Qper Resp Team Overtime Waives	3,002	0	25,395	28,000	2,605	91
180-2314-712.01-05	Reimbursement / Overtime	0	4,208	32,533	22,000	10,533	148
180-2314-712.01-11	Fringes	0	0	6,312	6,960	648	91
180-2314-712.01-15	Schools/Seminars/Training	412	0	80	0	80	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	3,159	0	0	1,400	1,400	0
* Reg Spec Qper Resp Team		6,573	4,208	745	23,760	24,505	3

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NEENAH MENASHA FIRE-RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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	500	1,000	1,000	1,500	500	67
180-2320-712-02-36	Outside Services	2,545	0	4,410	3,100	1,310	142
180-2320-712-02-61	Misc Expenditures	0	0	0	2,200	2,200	0
* Joint Fire Commission		3,045	1,000	5,410	6,800	1,390	80

PREPARED 07/16/24, 13:03:57
 PROGRAM 0601L
 REPORT NAME BS-FIRE

NEENAH MENASHA FIRE RESCUE
 MONTH-END DEPARTMENT BUDGET REPORT
 6/30/24 50% 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

*	Special Reserves & Escrow	0	0	0	0	0	0
**	Fire Department	4,533,811	840,301	4,826,080	9,970,950	5,144,870	48
***	Neenah Menasha Fire	4,533,811	840,301	4,826,080	9,970,950	5,144,870	48



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: July 16, 2024

RE: NMFR's 2025 Budget Formula

At last month's meeting, we inadvertently, approved the proposed 2025 Cost Distribution Formula with 2024's numbers versus 2025. The correct proposed formula is City of Neenah's Share 61.12% and City of Menasha's Share 38.88%.

The City of Menasha Common Council has already approved the formula with the correct numbers. I am requesting consideration and action to recommend the City of Neenah approved the proposed 2025 cost distribution formular with the City of Neenah's share at 61.12% and the City of Menasha's share at 38.88%.

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

Thank you.

TT/te

Attachment

Neenah-Menasha Fire Rescue
Cost Distribution Formula for Budget Year 2025
Factors as of 12/31/23

Formula Item	Total	Proportionate Share	25% Weighted Factor	Weghted Share Neenah	Weighted Share Menasha
1. Population Estimate - Neenah	27,453	60.31%	0.25	0.1508	
Population Estimate - Menasha	18,069	39.69%	0.25		0.0992
Population Estimate (a)	45,522	100.00%			
2. Equalized Value (w/TIF) - Neenah (b)	\$ 3,109,857,600	63.66%	0.25	0.1592	
Equalized Value (w/TIF) - Menasha (c)	1,774,881,100	36.34%	0.25		0.0908
Equalized Value as of 1/1/23	\$ 4,884,738,700	100.00%			
3. Service Calls - Neenah	2,108	62.11%	0.25	0.1553	
Service Calls - Menasha	1,286	37.89%	0.25		0.0947
Service Calls during 2023	3,394	100.00%			
4. Square Miles - Neenah	10,770	58.41%	0.25	0.1460	
Square Miles - Menasha	7,670	41.59%	0.25		0.1040
Square Miles as of 12/31/23	18,440	100.00%			
Total Weighted Factors				0.6112	0.3888
Total Proposed Cost Distribution Formula - 2023 Factor for 2025 Budget				61.12%	38.88%
Previous Year Cost Distribution Formula				60.37%	39.63%
Increase (Decrease) from Previous Year				0.75%	-0.75%

a. Population estimates per the United States Census Bureau

b. Neenah - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	\$ 3,107,857,600
Alliant Energy (Per WI Dept. of Administration)	2,000,000
	<u>\$ 3,109,857,600</u>

c. Menasha - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	1,734,048,800
UW-Fox Valley (Per WI Dept. of Administration)	40,832,300
	<u>\$ 1,774,881,100</u>



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: July 16, 2024

RE: Training Tower Grant Award

As part of accepting the Spirit Fund Grant Award for our training tower, and grounds, we have attached two resolutions for review and action to receive the money from Winnebago County.

We are asking for you to recommend the City of Neenah Common Council approve Resolution 2024-13 and the City of Menasha approve Resolution R-31-24.

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

Thank you.

TT/te



RESOLUTION NO. 2024-13

**RESOLUTION FOR APPROVAL OF PROJECT FOR
WINNEBAGO COUNTY SPIRIT FUND LOCAL GOVERNMENT ALLOCATION**

WHEREAS, the Winnebago County board created the Spirit Fund in March of 2023 allocating grant funding available to municipal government located primarily in the county to fund one time capital needs; and

WHEREAS, the Neenah-Menasha Fire Rescue (NMFR) is eligible to receive an allocation of \$500,000; and

WHEREAS, the NMFR wish to use the funds allocated to upgrade and replace the current training tower, components, and grounds, located at NMFR fire station #31 for the purpose of improving emergency response, and collaborating with other emergency response agencies; and

WHEREAS, through this resolution, NMFR is requesting approval to accept and expend the \$500,000 in funding on improvements to the training facility; and

WHEREAS, NMFR will follow all required competitive bidding procedures and documentation required by Winnebago County, and the Cities of Neenah, and Menasha; therefore,

BE IT RESOLVED, that the Common Council approves this project to be submitted to Winnebago County for reimbursement to receive the allocated \$500,000 from the Spirit Fund Local Government Allocation.

Adopted, approved and recorded this _____ day of August 2024.

Recommended By: Neenah-Menasha
Fire Rescue Joint Finance Commission

CITY OF NEENAH, WISCONSIN

Moved: _____

Jane Lang, Mayor

Passed: _____

Charlotte Nagel, City Clerk

Published: _____



RESOLUTION R-31-24

**A RESOLUTION FOR APPROVAL OF PROJECT FOR
WINNEBAGO COUNTY SPIRIT FUND LOCAL GOVERNMENT ALLOCATION**

WHEREAS, the Winnebago County board created the Spirit Fund in March of 2023 allocating grant funding available to municipal government located primarily in the county to fund one time capital needs; and

WHEREAS, the Neenah-Menasha Fire Rescue (NMFR) is eligible to receive an allocation of \$500,000; and

WHEREAS, the NMFR wish to use the funds allocated to upgrade and replace the current training tower, components, and grounds, located at NMFR fire station #31 for the purpose of improving emergency response, and collaborating with other emergency response agencies; and

WHEREAS, through this resolution, NMFR is requesting approval to accept and expend the \$500,000 in funding on improvements to the training facility; and

WHEREAS, NMFR will follow all required competitive bidding procedures and documentation required by Winnebago County, and the Cities of Neenah, and Menasha; therefore,

BE IT RESOLVED, that the Common Council approves this project to be submitted to Winnebago County for reimbursement to receive the allocated \$500,000 from the Spirit Fund Local Government Allocation.

Passed and approved this ____ day of _____, 2024.

<p>Recommended by: Neenah Menasha Fire Rescue Joint Fire Commission</p> <p>Motion/Second: _____</p> <p>Pass/Fail: _____</p> <p>Requires: Majority Vote</p>
--

Austin Hammond, Mayor

ATTEST:

Kaija Snyder, Deputy City Clerk



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: July 17, 2024

RE: Replacement of Assistant Chief Prevention/Fire Marshal

We currently have a vacancy in our Assistant Chief of Prevention/Fire Marshal. I am asking for consideration in replacing this budgeted position.

- Development, delivery and administration of Fire Prevention, enforcement of local, state and national fire and life safety codes/standards within our two Cities.
- Supervises the fire inspection duties for all Shift Inspectors and company inspections.
- Coordinates all plan reviews for fire sprinklers, alarms and built-in fire protection system plans for all new construction and remodeling projects.
- Issues permits to ensure safety and compliance (i.e. fireworks, flammable liquids, opening burning, etc.).
- Oversees all fire cause investigations. This includes coordinating investigations with both Police Departments and the State, when needed.
- Manages and oversees the Records Management System along with CAD. This includes mandatory reporting of activities for NFIRS.
- Implements, and oversees, all fire prevention activities.
- Involved in Planning, Safety Committees for both Cities and both school districts.
- Coordinates all fire investigation, arson, inspection, prevention code/standards, etc. for all line staff members.

Any insurer doing a fire insurance business in Wisconsin must pay to the state, fire department dues equal to 2% of the amount of all Wisconsin-based premiums paid to the company during the preceding calendar year for insurance against loss by fire, including insurance on property exempt from taxation. In turn, the State of Wisconsin gives each municipality, who maintains a fire department, their portion of the 2% dues with the requirement that these monies only be used for:

- Fire inspection and public education materials; and the continuing education for firefighters and fire inspectors.
- Salaries of fire prevention and fire inspector positions.

In 2023, the City of Neenah received \$110,119.81 and the City of Menasha received \$60,090.80 in 2% dues, which covers each City's portions of funding this position.

I am asking consideration and action to recommend the City of Neenah and City of Menasha Common Councils approve filling the vacant Assistant Chief/Fire Marshal position.

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

TT/te