



Neenah-Menasha Fire Rescue

AGENDA

**Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee
February 22, 2022 – 5:30 p.m.
City of Menasha – Room #132**

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. January 25, 2022 (attached)
- IV. Activity & Automatic/Mutual Aid Reports (attached)
 - a. January 2022
- V. Automatic Aid Update
- VI. Consideration and action to repair Engine 31's Tak 4 (attached)

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NMFR Joint Finance & Personnel Committee Meeting Minutes
January 25, 2022 – 5:30 p.m.
Virtual Meeting

Present: Ald. Borchardt, Sevenich, Grade, Stevenson, Ropella and Boyette

Also Present: Chief Kloehn, DC Krueger, Deputy Director Kahl and MA Ellis

Public: Colin Ehlert, Chad Korth and Jeff Ellis joined the meeting at 5:45 p.m.

Ald. Sevenich called the meeting to order at 5:36 p.m.

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

Approval of Minutes: The Committee reviewed the November 23, 2021 meeting minutes. **MSC Grade/Borchardt to approve the November 23, 2021 meeting minutes and place on file, all voting aye.**

Activity and Automatic Aid Reports: The Committee reviewed the December 2021 and 2021 year-to-date activity and mutual aid reports. **MSC Borchardt/Stevenson to approve the December 2021 activity and mutual aid reports and place on file, all voting aye.** The Committee reviewed the 2021 year-to-date activity and mutual aid reports. Chief Kloehn noted the call volume is up for the year. There were non-emergency calls that we didn't respond to due to our current covid protocols. If we did the call volume would be even higher. **MSC Stevenson/Borchardt to approve the 2021 year-to-date activity and mutual aid reports and place on file, all voting aye.**

Carry forward 2021 CIP Inspector Vehicle Purchase Funds: Chief Kloehn noted we had ordered two transit vans to be delivered mid-summer. In December, we found out we were not able to obtain the vehicles and received approval to change the order from transit vans to pick-up trucks. DC Krueger noted we have placed the order for the pick-up trucks. They will be here within the 1st quarter of 2022 and were able to cancel the Transit Van order. Ald. Sevenich asked about the other equipment that was purchased. DC Krueger noted it was lights, radios, etc. **Ald. Stevenson/Boyette recommends the City of Neenah and City of Menasha Common Councils approve the carry forward request of \$72,521.74 of the \$80,000 2021 CIP Funds budget for purchase of the two inspector vehicles and equipment, all voting aye.**

Carry Forward Request for 2021 Operating Funds for Engine 32: DC Krueger noted in August 2021 we requested permission to make corrosion repairs for Engine 32 and pay for these repairs with 2021 operating budget funds. This was approved by both Councils. However, due to delays in getting the necessary parts we were not able to get this in for repair until January of 2022. The repairs should be finished by February. We are asking to carry forward approved funds from our operating budget to pay for the repairs. Ald. Stevenson asked if operating funds are funded through the levy. DD Kahl confirmed this. Ald. Sevenich asked if he knew if Menasha did this the same way. DD Kahl said he wasn't sure but that's usually how the funding is. **Ald. Stevenson/Grade recommends the City of Neenah and City of Menasha Common Councils approve the carry forward request of \$16,900 from NMFR's 2021 Maintenance of Motor Vehicle Operating budget (180-2301-712-0213), to pay for the repairs for Engine 32, all voting aye.**

Firefighter Hiring: The Committee reviewed the memo from Chief Kloehn regarding the request to hire a third firefighter to help reduce the overtime that we will incur due to a long-term FMLA that we will have this year. This person will be off starting in February and is estimated to be off -12 months. It happens to work out that if this person is off on FMLA through December we do have a retirement planned for January 2023. The new person essentially be hired early to replace the January 2023 retirement.

Ald. Sevenich asked if the person on FMLA comes back before the retirement in January would this person take the place of the January retiree. Chief Kloehn said yes. We will have two retirements in 2023. One in January and one in April. In 2023, we would only hire one person for the April retirement. He asked if we brought this to the Mayors yet. Chief Kloehn said no he wanted this Committees thoughts first but did discuss this with both Finance Directors.

Ald. Borchardt asked if there is a commitment for the retirees. Chief Kloehn said there is nothing in writing at this time just the intention that both people will retire in 2023. He asked if both people don't retire what happens. Chief Kloehn said there is something in the Labor Agreement that states after 60 days of employment they are tied into the union but they are on a one-year probation. We can't bounce the person among shifts after 60 days to cover overtime. He did speak to CA Westbrook about some of this and he said it is a bit of a gray area. Would we lay them off for a few months or keep them on based on the contract?

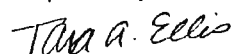
Ald. Stevenson said the FMLA issue continues to come up. He asked if they would be paid while off. Chief Kloehn said they are paid through their sick leave. He asked if they are paid through FMLA. MA Ellis explained there is no separate bank of pay for FMLA. FMLA protects their job while they are off. They would be pay through their sick and vacation accruals. He asked how the cost savings was figured. DD Kahl said salaries and fringes were figured out with an April 1, 2022 start date. Ald. Stevenson said he's fine with funding the position and reviewing it again in January of 2023. If there is no retirement pending we would be one person over our table of organization if that person doesn't retire and he is not in favor or expanding the table of organization above 63 line staff members.

Ald. Grade asked to review numbers again. He wondered what is left of the overtime budget after funding to maintain staffing levels with this person off. We would spend half of our \$160,000 in overtime on backfilling the overtime for the long-term FMLA and the rest would be for training, covering staffing if we fall below our minimum staffing.

Ald. Ropella asked if we can hire someone on a restrictive contract where if there isn't a retirement they are let go. Chief Kloehn said he would have to ask the City Attorneys. Ald. Ropella said would support this if we don't have to increase our total firefighter numbers if the person doesn't retire in January. **Ald. Stevenson/Boyette recommends the City of Neenah and City of Menasha Common Councils approve hiring a third temporary firefighter for one year with the caviot we are not increasing our approved authorized number of firefighters we would review that position again in one year pending anticipated retirements in 2023, all voting aye.**

MSC Grade/Boyette to adjourn at 6:10 p.m., all voting aye.

Respectfully Submitted,



Tara Ellis
Management Assistant

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2022} and {01/31/2022}

Incident Type	01/01/2022	01/01/2021	01/01/2020	01/01/2019
	to 01/31/2022	to 01/31/2021	to 01/31/2020	to 01/31/2019
	11	0	0	0
111 Building fire	2	5	0	4
113 Cooking fire, confined to container	0	2	0	1
114 Chimney or flue fire, confined to chimney or	0	0	1	0
118 Trash or rubbish fire, contained	1	0	0	0
1181Materials on stove top	0	0	0	2
130 Mobile property (vehicle) fire, Other	0	0	0	1
131 Passenger vehicle fire	2	0	2	1
154 Dumpster or other outside trash receptacle fire	0	0	1	0
211 Overpressure rupture of steam pipe or pipeline	1	0	0	0
300 Rescue, EMS incident, other	2	0	0	0
311 Medical assist, assist EMS crew	159	136	166	139
311AMedical assist, assist EMS crew, Advanced Skills	28	8	23	13
320 Emergency medical service, other	4	3	1	1
322 Motor vehicle accident with injuries	1	0	2	1
324 Motor Vehicle Accident with no injuries	0	0	0	1
331 Lock-in (if lock out , use 511)	1	0	0	0
351 Extrication of victim(s) from building/structure	0	0	0	1
352 Extrication of victim(s) from vehicle	0	0	0	1
360 Water & ice-related rescue, other	1	0	0	0
360AWater & ice-related rescue, no rescue	0	2	0	0
381 Rescue or EMS standby	0	1	1	0
400 Hazardous condition, Other	1	0	0	0
411 Gasoline or other flammable liquid spill	1	0	0	0
412 Gas leak (natural gas or LPG)	6	3	3	2
413 Oil or other combustible liquid spill	3	1	1	0
424 Carbon monoxide incident	2	3	2	4
440 Electrical wiring/equipment problem, Other	0	1	0	0
442 Overheated motor	0	1	0	0
444 Power line down	1	0	0	0
445 Arcing, shorted electrical equipment	0	0	0	2
463 Vehicle accident, general cleanup	3	1	1	1
511 Lock-out	8	5	3	2
520 Water problem, Other	0	0	1	1
531 Smoke or odor removal	0	1	1	0
5311Smoke or odor investigation	6	8	12	11
542 Animal rescue	0	0	1	0
551 Assist police or other governmental agency	3	1	0	0
553 Public service	0	1	1	0
561 Unauthorized burning	1	0	0	0
611 Dispatched & cancelled en route	1	2	0	3
622 No Incident found on arrival at dispatch address	1	0	1	3
700 False alarm or false call, Other	2	3	2	2

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2022} and {01/31/2022}

Incident Type	01/01/2022	01/01/2021	01/01/2020	01/01/2019
	to	to	to	to
	01/31/2022	01/31/2021	01/31/2020	01/31/2019
710 Malicious, mischievous false call, Other	0	1	1	0
714 Central station, malicious false alarm	0	0	1	1
730 System malfunction, Other	3	1	0	0
731 Sprinkler activation due to malfunction	1	1	0	1
733 Smoke detector activation due to malfunction	3	0	1	3
734 Heat detector activation due to malfunction	0	0	0	1
735 Alarm system sounded due to malfunction	1	4	4	3
736 CO detector activation due to malfunction	2	0	4	1
740 Unintentional transmission of alarm, Other	1	0	1	0
740ASystem damage due to tow motor	0	0	0	2
741 Sprinkler activation, no fire - unintentional	0	0	0	2
743 Smoke detector activation, no fire -	5	5	2	3
744 Detector activation, no fire - unintentional	1	3	2	4
745 Alarm system activation, no fire - unintentional	5	6	4	5
746 Carbon monoxide detector activation, no CO	2	1	5	5
911 Citizen complaint	0	1	0	0
911BCitizen complaint unauthorized burning no permit	0	0	1	0
911CAuthorized Recreational Burning	0	1	0	0
Totals	<u>276</u>	<u>212</u>	<u>252</u>	<u>228</u>

Neenah Menasha Fire Rescue

Aid Responses by Department Report

Alarm Date Between {01/01/2022} And {01/31/2022}

Incident	Notified	Type of Aid	Fire	EMS	Resc	Other	
70030 City of Oshkosh FDID 70030							
22-0000203	01/23/2022	4 Automatic aid given	#Personnel	0	0	0	0
		Response Time: 00:07:32	#Apparatus	0	0	0	0
Subtotal Responses:		1	Average Response Time for Dept:			00:07:32	

Response time calculated from time notified to arrival.



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Kevin Kloehn

DATE: February 15, 2022

RE: Engine 31 Repair

In December, we were made aware of a Tak 4 issue for Engine 31. We've held off on sending this in for a quote as the repairs for Engine 32 were the priority.

Tak 4 is the suspension system for the vehicle. The Tak 4 is worn and there is severe corrosion on the structural members of the suspension system. The repair is mandatory to keep the apparatus into service. Once Engine 32 is back in service, and we have obtained parts for E31's repair we will send this vehicle in for service.

Our 2022 Maintenance of Motor Vehicle budget is \$47,300. In the first 45 days of January, we have \$5,000 from this line item. After E31's repair, we will have \$25,783 left for the remainder of the year.

I've attached a copy of the quote to repair the Tak 4 system on Engine 31 for your review. I'm asking for a recommendation to both Common Councils to approve the repair of Engine 31's Tak 4 system for a cost not to exceed \$16,517.00 with funding to come from the Maintenance of Motor Vehicle's budget within the operating budget.

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

Thank you.

KK/te

Estimate: 2771

2/10/2022

Neenah/Menasha TAK-4 rebuild- heavy rust

RED POWER DIESEL

W1588 Alp Ave
Fremont, WI 54940
9208675012

Purchase Order

Unit

Description	Quantity	Rate	Amount
TAK-4 rebuild based on what we know as of 2-10-22			
*This estimate is only for TAK-4 repairs	55	\$125.00	\$6,875.00
NOTE shipping is additional cost			
*Labor estimate includes time already into original inspection and reassembly			
Left TAK-4 weldment	1	\$2,500.00	\$2,500.00
Tie rod link	1	\$385.00	\$385.00
Steering gearbox, master	1	\$2,400.00	\$2,400.00
side plate reinforcement kit	1	\$400.00	\$400.00
hardware	1	\$250.00	\$250.00
Front crossmember	1	\$765.00	\$765.00
bushings	1	\$500.00	\$500.00
bushing sleeves	1	\$100.00	\$100.00
upper ball joints	2	\$585.00	\$1,170.00
control arm pivot insert	2	\$22.00	\$44.00
control arm pins	8	\$0.00	\$0.00
lower ball joints	2	\$455.00	\$910.00
hydraulic hose	2	\$59.00	\$118.00
		Subtotal	\$16,417.00
		Shop Supplies	\$100.00
		Labor	\$6,875.00
		Parts	\$9,542.00
		Subtotal	\$16,517.00
		Exempt	\$0.00
		(0.0000% of \$16,517.00)	

Description	Quantity	Rate	Amount
Total			\$16,517.00

*: Core charges not included in total. You will be charged for any core that is not in returnable condition. This charge may be applied on a separate invoice. The details and the estimate provided above are based on our first inspection and do not constitute a guarantee that no further work / parts will be required. The total bill of work will be as per the details available on completion of the work. Other terms and conditions as applicable. You are hereby authorized to make the above repairs and I agree to pay in full.