



# Neenah-Menasha Fire Rescue

## AGENDA

**Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee  
January 25, 2022 – 5:30 p.m.**

**Due to the Public Health Emergency caused by the COVID-19 Pandemic, this meeting will occur at a virtual location accessed by web link (Audio & Video) or conference call (Audio only). Committee members and the public should use the following log in or call-in information:**

**Please join my meeting from your computer, tablet or smartphone.**

<https://global.gotomeeting.com/join/786699501>

**You can also dial in using your phone.**

United States: [+1 \(312\) 757-3121](tel:+13127573121)

**Access Code: 786-699-501**

New to GoToMeeting? Get the app now and be ready when your first meeting starts:

<https://global.gotomeeting.com/install/786699501>

**Members of the public who join the meeting will be asked for their name, address and municipality and whether they wish to speak during the Public Appearances The web link or conference call in number may be accessed from any location.**

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
  - a. November 23, 2021 (attached)
- IV. Activity & Automatic/Mutual Aid Reports (attached)
  - a. December 2021
  - b. 2021 Year-to-Date
- V. Consideration and action to carry forward 2021 CIP Inspector Vehicle Purchase Funds (attached)
- VI. Consideration and action to carry forward 2021 Operating Funds for repair of Engine 32 (attached)
- VII. Consideration and action of Hiring a Firefighter (attached)

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of 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** or e-mail [attorney@ci.neenah.wi.us](mailto:attorney@ci.neenah.wi.us) at least 48 hours prior to the scheduled meeting or event to request an accommodation.

**NMFR Joint Finance & Personnel Committee Minutes**  
**November 23, 2021 – 5:30 p.m.**  
**City of Neenah**

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

Excused: Ald Stevenson

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

Public: Garrett Gee, Anthony Leiton and Colin Ehlert

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

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

Minutes: The Committee reviewed the minutes from October 26, 2021. **MSC Borchardt/Boyette to approve the October 26, 2021 meeting minutes and place on file, all voting aye.**

Activity and Mutual Aid Reports: The Committee reviewed the October 2021 and 2021 year-to-date activity and mutual aid reports. Chief Kloehn noted he is working with both public works departments regarding the increased gas leaks due to the current fiber optics that TDS is installing within both Cities. **MSC Grade/Boyette to accept the October 2021 and 2021 year to date activity and mutual aid reports and place on file, all voting aye.**

Overtime Budget Update: The Committee reviewed the memo from Chief Kloehn. Ald. Boyette said she understands the reasons why we are over budget and appreciates the different ways we are trying to control this. Ald. Grade asked if we have any mandates to have the vaccine. Director Kehl said it's not something that the City can't do but it's not something they are discussing at this time. Chief Kloehn noted we have a very high percentage of people within our department who have had the vaccinated. He said he continues to work hard to manage the budget and feels it will get better in the next week when vacations are over with until the end of December when the holidays are here. He hopes by December 31<sup>st</sup> our overall budget comes within the budget. Ald. Sevenich asked if we feel the overtime budget will remain this way if we are not hit with covid. Chief Kloehn said as long as everyone stays healthy we should be ok.

Assistant Chief/Fire Marshal Position: The Committee reviewed the memo from Chief Kloehn. This position is open due to the promotion of AC Krueger to the Deputy Chief's position. He noted that almost all departments within the State have a separate person for Fire Marshal and another one as a public education educator. We have one person for both positions. At the time of the merger, this position was a Deputy with Fire Marshal duties only. Since that time, it was changed to an Assistant Chief position and added on the public education after the merger. Ald Grade asked if the State always gives back 2% for dues or if that amount changes. Chief Kloehn noted it's always 2% and it doesn't change. Ald. Boyette asked about the salary range. Director Kehl reviewed the salary range. **Ald. Ropella/Borchart recommends the City of Neenah and City of Menasha Common Councils approve filling the Assistant Chief Prevention/Fire Marshal position after January 1, 2022, all voting aye.**

Firefighter Replacements: The Committee reviewed the memo from Chief Kloehn to replace two firefighters. He did note that if we hire the Assistant Chief's position from within the department we will have three firefighter positions open. He asked for consideration on making a motion for a third firefighter if the Assistant Chief's position is filled from within the department. **MSC Sevenich/Graded recommends the City of Neenah and City of Menasha Common Councils approve filling the two firefighter position and if the Assistant Chief/Fire Marshal is filled from within permission is given to hire a third entry level firefighter no earlier than March 1, 2022, all voting aye.**

Report

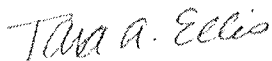
Report

New Engine: The Committee reviewed the memo regarding the request to purchase a new Engine. Chief Kloehn noted due to the current supply chain shortages the build time is 15 months versus 12 months from the time the order is placed. If we place the order before February 1, 2022, this will save us money as there will be a price increase. Ald. Sevenich asked how far along we are on specs. Chief Kloehn said we are almost done and will be ready to place the order once it is approved by both Councils. Ald. Boyette asked what happens with the any monies that are saved if we receive this with finance discounts. Deputy Director Kahl said it will come off the price. However, if the Finance Directors can't come up with any discounts this allows them to purchase it for the total price that's approved in the budget. Chief Kloehn said the last truck purchase there was one change order. Any extra money with savings would cover any change orders that come up that we couldn't foresee. In addition, these monies would cover things not included with the truck price such as lights, lettering, radio installation, MDC installation, etc. Ald. Sevenich asked if undercoating was part of the spec. Chief Kloehn confirmed it is. **MSC Sevenich/Boyette recommends the City of Neenah and City of Menasha Common Councils approve purchasing a new engine with related equipment not to exceed \$675,000 prior to 2-1-22 to avoid the price increase and authorize both Finance Directors to review financing options and approve the most advantageous finance options for both Cities, all voting aye.**

Inspector Vehicles: Chief Kloehn noted in March we received approved to move forward with purchasing two Transit Vans to replace our inspector vehicles. They were supposed to be delivered in May. It was then pushed out to September. We were told by our vendor at this time these vehicles are not even in the United States and they do not know when they will be receiving them. We would like to switch these to a pickup truck as they are available and we can keep this purchase with 2021 CIP funds. Otherwise, we will have to request permission to carry-forward funds and do not know if/when these vehicles will be delivered. A pickup truck will meet our needs. It will help us haul equipment from fire scenes and keep the carcinogens out of the cab of the truck while transporting it back to the station to be cleaned. Ald. Borchardt asked if there was a price difference. Chief Kloehn said the vendor stated we can cancel our order and with the trucks they have there would not be a price difference. There actually may be a bit of a savings. We will stay within budget. . **MSC Borchardt/Grade approved NMFR to move forward with canceling the Ford Transit Vans and purchase two pickup trucks and remain within the already approved budget amount, all voting aye.**

**MSC Boyette/Grade to adjourn at 6:20 p.m., all voting aye.**

Respectfully Submitted,



Tara Ellis

Management Assistant

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {12/01/2021} and {12/31/2021}

Incident Type	12/01/2021	12/01/202	12/01/2019	12/01/2018
	to 12/31/2021	0 to 12/31/202	to 12/31/2019	to 12/31/2018
	4	0	0	0
111 Building fire	3	1	1	2
112 Fires in structure other than in a building	1	0	0	1
113 Cooking fire, confined to container	1	1	0	2
1181Materials on stove top	2	0	1	0
122 Fire in motor home, camper, recreational vehicle	0	1	0	0
130 Mobile property (vehicle) fire, Other	0	0	0	1
131 Passenger vehicle fire	1	2	1	1
160 Special outside fire, Other	0	0	0	1
251 Excessive heat, scorch burns with no ignition	0	1	1	0
300 Rescue, EMS incident, other	2	1	0	2
311 Medical assist, assist EMS crew	192	140	160	119
311AMedical assist, assist EMS crew, Advanced Skills	24	9	13	15
320 Emergency medical service, other	3	3	0	3
321 EMS call, excluding vehicle accident with injury	2	0	0	1
322 Motor vehicle accident with injuries	1	2	1	3
323 Motor vehicle/pedestrian accident (MV Ped)	0	0	1	0
324 Motor Vehicle Accident with no injuries	0	4	2	0
331 Lock-in (if lock out , use 511 )	2	0	1	3
340 Search for lost person, other	1	0	0	0
356 High-angle rescue	0	0	1	0
360AWater & ice-related rescue, no rescue	0	0	1	0
362 Ice rescue	1	0	1	0
381 Rescue or EMS standby	0	1	0	1
400 Hazardous condition, Other	0	0	1	0
411 Gasoline or other flammable liquid spill	1	1	0	0
412 Gas leak (natural gas or LPG)	2	0	1	0
413 Oil or other combustible liquid spill	0	0	1	1
421 Chemical hazard (no spill or leak)	0	1	0	0
424 Carbon monoxide incident	1	2	4	5
444 Power line down	2	0	0	1
445 Arcing, shorted electrical equipment	0	0	1	2
463 Vehicle accident, general cleanup	3	2	2	0
500 Service Call, other	0	1	2	2
511 Lock-out	1	2	2	2
520 Water problem, Other	1	1	0	0
5311Smoke or odor investigation	1	13	11	10
542 Animal rescue	0	1	0	0
550 Public service assistance, Other	1	0	0	0

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {12/01/2021} and {12/31/2021}

Incident Type	12/01/2021	12/01/202	12/01/2019	12/01/2018
	to 12/31/2021	0 to 12/31/202	to 12/31/2019	to 12/31/2018
551 Assist police or other governmental agency	1	0	1	2
552 Police matter	1	0	0	1
553 Public service	0	2	0	0
554 Assist invalid	0	1	0	0
561 Unauthorized burning	0	1	0	2
571 Cover assignment, standby, moveup	2	1	0	0
600 Good intent call, Other	1	0	0	0
611 Dispatched & cancelled en route	3	1	0	0
622 No Incident found on arrival at dispatch address	2	4	0	1
631 Authorized controlled burning	0	0	1	0
650 Steam, Other gas mistaken for smoke, Other	0	0	0	2
651 Smoke scare, odor of smoke	1	0	1	0
661 EMS call, party transported by non-fire agency	0	0	0	1
671 HazMat release investigation w/no HazMat	1	0	0	0
700 False alarm or false call, Other	13	2	4	3
710 Malicious, mischievous false call, Other	0	0	0	1
730 System malfunction, Other	0	0	0	1
730MSystem Malfunction Due to Mechanical Damage	1	1	1	0
732 Extinguishing system activation due to malfunction	0	0	0	1
733 Smoke detector activation due to malfunction	1	1	2	0
735 Alarm system sounded due to malfunction	2	1	2	3
736 CO detector activation due to malfunction	2	1	0	1
740 Unintentional transmission of alarm, Other	0	1	2	1
740ASystem damage due to tow motor	0	0	0	1
741 Sprinkler activation, no fire - unintentional	1	0	1	0
743 Smoke detector activation, no fire - unintentional	1	1	2	3
744 Detector activation, no fire - unintentional	1	0	1	0
745 Alarm system activation, no fire - unintentional	1	3	1	3
746 Carbon monoxide detector activation, no CO	3	0	5	0
911ACitizen complaint unauthorized burning.	0	0	0	1
911BCitizen complaint unauthorized burning no permit	1	1	0	0
<b>Totals</b>	<u>292</u>	<u>212</u>	<u>234</u>	<u>206</u>

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2021} and {12/31/2021}

Incident Type	01/01/2021	01/01/202	01/01/2019	01/01/2018
	to 12/31/2021	0 to 12/31/202	to 12/31/2019	to 12/31/2018
	7	0	0	0
110 Structure fire, Other (conversion only)	1	0	0	0
111 Building fire	33	42	24	36
112 Fires in structure other than in a building	2	1	0	3
113 Cooking fire, confined to container	9	10	8	19
114 Chimney or flue fire, confined to chimney or flue	1	3	1	1
115 Incinerator overload or malfunction, fire confined	0	0	0	1
116 Fuel burner/boiler malfunction, fire confined	0	0	0	1
118 Trash or rubbish fire, contained	3	3	1	1
1181Materials on stove top	3	0	4	2
122 Fire in motor home, camper, recreational vehicle	0	1	0	0
130 Mobile property (vehicle) fire, Other	1	0	1	1
131 Passenger vehicle fire	8	9	15	6
132 Road freight or transport vehicle fire	0	2	1	0
138 Off-road vehicle or heavy equipment fire	0	0	0	1
140 Natural vegetation fire, Other	3	2	0	0
142 Brush or brush-and-grass mixture fire	0	3	0	1
143 Grass fire	0	6	0	2
150 Outside rubbish fire, Other	3	0	0	1
151 Outside rubbish, trash or waste fire	2	3	3	0
153 Construction or demolition landfill fire	1	0	0	0
154 Dumpster or other outside trash receptacle fire	2	8	2	7
160 Special outside fire, Other	4	1	1	3
161 Outside storage fire	0	0	1	0
162 Outside equipment fire	2	3	0	0
200 Overpressure rupture, explosion, overheat other	1	0	0	1
210 Overpressure rupture from steam, Other	0	1	0	0
221 Overpressure rupture of air or gas pipe/pipeline	2	0	0	0
251 Excessive heat, scorch burns with no ignition	1	1	5	1
300 Rescue, EMS incident, other	13	7	9	9
311 Medical assist, assist EMS crew	1818	1774	1787	1776
311AMedical assist, assist EMS crew, Advanced Skills	215	141	212	145
320 Emergency medical service, other	40	59	13	10
321 EMS call, excluding vehicle accident with injury	13	4	5	1
322 Motor vehicle accident with injuries	19	16	22	29
323 Motor vehicle/pedestrian accident (MV Ped)	2	6	2	6
324 Motor Vehicle Accident with no injuries	4	9	8	7
331 Lock-in (if lock out , use 511 )	5	4	10	6
340 Search for lost person, other	3	0	3	0

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2021} and {12/31/2021}

Incident Type	01/01/2021	01/01/202	01/01/2019	01/01/2018
	to 12/31/2021	0 to 12/31/202	to 12/31/2019	to 12/31/2018
341 Search for person on land	2	1	0	2
342 Search for person in water	0	0	3	2
350 Extrication, rescue, Other	1	1	0	0
351 Extrication of victim(s) from building/structure	0	1	1	0
352 Extrication of victim(s) from vehicle	0	1	3	2
353 Removal of victim(s) from stalled elevator	0	0	2	1
356 High-angle rescue	0	0	1	0
360 Water & ice-related rescue, other	3	1	1	2
360A Water & ice-related rescue, no rescue	6	5	4	9
361 Swimming/recreational water areas rescue	0	0	0	2
362 Ice rescue	3	0	4	2
363 Swift water rescue	0	1	2	1
365 Watercraft rescue	1	1	4	3
381 Rescue or EMS standby	2	7	1	1
400 Hazardous condition, Other	1	0	1	0
410 Combustible/flammable gas/liquid condition, other	0	2	0	2
411 Gasoline or other flammable liquid spill	13	13	10	11
412 Gas leak (natural gas or LPG)	39	18	16	21
413 Oil or other combustible liquid spill	10	13	13	5
421 Chemical hazard (no spill or leak)	0	1	0	0
422 Chemical spill or leak	0	0	0	1
424 Carbon monoxide incident	22	9	34	16
440 Electrical wiring/equipment problem, Other	5	5	10	5
441 Heat from short circuit (wiring), defective/worn	1	1	3	2
442 Overheated motor	1	2	1	0
443 Breakdown of light ballast	1	0	0	0
444 Power line down	14	11	23	21
445 Arcing, shorted electrical equipment	3	6	10	8
460 Accident, potential accident, Other	0	1	0	0
463 Vehicle accident, general cleanup	24	16	17	21
471 Explosive, bomb removal (for bomb scare, use 721)	0	1	0	0
500 Service Call, other	13	5	8	7
510 Person in distress, Other	5	1	4	2
511 Lock-out	19	35	43	39
512 Ring or jewelry removal	0	0	1	0
520 Water problem, Other	3	4	7	4
521 Water evacuation	0	0	0	2
522 Water or steam leak	5	1	5	5
531 Smoke or odor removal	6	7	7	2

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2021} and {12/31/2021}

Incident Type	01/01/2021 to 12/31/2021	01/01/2020 to 12/31/2020	01/01/2019 to 12/31/2019	01/01/2018 to 12/31/2018
5311Smoke or odor investigation	67	97	100	98
540 Animal problem, Other	0	0	0	1
541 Animal problem	2	0	2	0
542 Animal rescue	5	9	2	9
550 Public service assistance, Other	9	3	3	2
551 Assist police or other governmental agency	12	9	13	17
552 Police matter	1	0	1	1
553 Public service	15	8	3	2
554 Assist invalid	2	4	0	0
555 Defective elevator, no occupants	0	0	0	2
561 Unauthorized burning	11	18	17	7
571 Cover assignment, standby, moveup	2	3	3	2
600 Good intent call, Other	7	7	7	5
611 Dispatched & cancelled en route	44	39	29	24
621 Wrong location	1	0	0	1
622 No Incident found on arrival at dispatch address	12	11	14	24
631 Authorized controlled burning	2	3	1	0
641 Vicinity alarm (incident in other location)	0	0	1	0
650 Steam, Other gas mistaken for smoke, Other	0	1	0	5
651 Smoke scare, odor of smoke	4	2	5	9
652 Steam, vapor, fog or dust thought to be smoke	3	1	2	2
653 Smoke from barbecue, tar kettle	0	0	1	2
661 EMS call, party transported by non-fire agency	0	0	0	1
671 HazMat release investigation w/no HazMat	1	1	1	0
700 False alarm or false call, Other	65	30	29	20
710 Malicious, mischievous false call, Other	3	1	3	2
711 Municipal alarm system, malicious false alarm	1	0	1	0
712 Direct tie to FD, malicious false alarm	0	1	0	0
714 Central station, malicious false alarm	0	2	3	0
715 Local alarm system, malicious false alarm	1	1	1	4
730 System malfunction, Other	2	4	3	5
730MSystem Malfunction Due to Mechanical Damage	2	3	5	2
731 Sprinkler activation due to malfunction	5	1	10	9
732 Extinguishing system activation due to malfunction	1	0	0	2
733 Smoke detector activation due to malfunction	22	17	29	16
734 Heat detector activation due to malfunction	3	1	4	2
735 Alarm system sounded due to malfunction	29	25	22	36
736 CO detector activation due to malfunction	22	17	15	8
740 Unintentional transmission of alarm, Other	6	13	10	4

Neenah - Menasha Fire Rescue

Incident Type Period Comparisons

Alarm Date Between {01/01/2021} and {12/31/2021}

Incident Type	01/01/2021 to 12/31/2021	01/01/2020 to 12/31/2020	01/01/2019 to 12/31/2019	01/01/2018 to 12/31/2018
740A System damage due to tow motor	2	2	7	4
741 Sprinkler activation, no fire - unintentional	3	7	8	7
742 Extinguishing system activation	1	1	0	3
743 Smoke detector activation, no fire - unintentional	43	24	33	27
744 Detector activation, no fire - unintentional	22	18	31	19
745 Alarm system activation, no fire - unintentional	52	43	50	82
746 Carbon monoxide detector activation, no CO	29	55	59	49
800 Severe weather or natural disaster, Other	0	0	2	0
814 Lightning strike (no fire)	0	3	1	0
815 Severe weather or natural disaster standby	0	0	0	1
900 Special type of incident, Other	2	0	1	1
911 Citizen complaint	3	1	1	3
911A Citizen complaint unauthorized burning.	5	8	12	8
911B Citizen complaint unauthorized burning no permit	20	31	11	23
911C Authorized Recreational Burning	3	8	1	1
<b>Totals</b>	<u>2971</u>	<u>2823</u>	<u>2934</u>	<u>2830</u>

## Neenah Menasha Fire Rescue

### Aid Responses by Department Report

Alarm Date Between {12/01/2021} And {12/31/2021}

Incident	Notified	Type of Aid	#Personnel	Fire	EMS	Resc	Other
<b>08100 Harrison Fire Rescue FDID 08100</b>							
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
Subtotal Responses: 2			Average Response Time for Dept:				00:01:56
<b>44020 City of Appleton FDID 44020</b>							
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
Subtotal Responses: 2			Average Response Time for Dept:				00:01:56
<b>70020 Village of Fox Crossing FDID 70020</b>							
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
21-0003019	12/31/2021	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci	21-1557	Response Time: 00:10:06	#Apparatus	0	0	0	0
Subtotal Responses: 3			Average Response Time for Dept:				00:04:39
<b>70110 Town of Neenah FDID 70110</b>							
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
Subtotal Responses: 2			Average Response Time for Dept:				00:01:56

Response time calculated from time notified to arrival.

## Neenah Menasha Fire Rescue

### Aid Responses by Department Report

Alarm Date Between {01/01/2021} And {12/31/2021}

Incident	Notified	Type of Aid	#Personnel	Fire	EMS	Resc	Other
08100 Harrison Fire Rescue FDID 08100							
21-0000126	01/20/2021	3 Mutual aid given	#Personnel	5	0	0	0
		Response Time: 00:04:40	#Apparatus	1	0	0	0
21-0000879	05/02/2021	1 Mutual aid received	#Personnel	4	0	0	0
		Response Time: 00:04:50	#Apparatus	1	0	0	0
21-0002035	09/18/2021	2 Automatic aid received	#Personnel	4	0	0	0
		Response Time: 00:06:56	#Apparatus	1	0	0	0
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
Subtotal Responses: 5				Average Response Time for Dept:			00:04:03

#### 44020 City of Appleton FDID 44020

21-0000005	01/01/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:07:07	#Apparatus	0	0	0	0
21-0000126	01/20/2021	3 Mutual aid given	#Personnel	3	0	0	0
		Response Time: 00:04:40	#Apparatus	1	0	0	0
21-0000661	04/02/2021	4 Automatic aid given	#Personnel	0	0	0	0
		Response Time: 00:01:34	#Apparatus	0	0	0	0
21-0000879	05/02/2021	1 Mutual aid received	#Personnel	4	0	0	0
		Response Time: 00:04:50	#Apparatus	1	0	0	0
21-0002183	10/05/2021	1 Mutual aid received	#Personnel	7	0	0	0
		Response Time: 00:05:22	#Apparatus	3	0	0	0
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
Subtotal Responses: 7				Average Response Time for Dept:			00:03:55

#### 44040 Town of Grand Chute FDID 44040

21-0000126	01/20/2021	3 Mutual aid given	#Personnel	5	0	0	0
		Response Time: 00:04:40	#Apparatus	2	0	0	0
21-0002183	10/05/2021	1 Mutual aid received	#Personnel	3	0	0	0
		Response Time: 00:05:22	#Apparatus	1	0	0	0

Response time calculated from time notified to arrival.

## Neenah Menasha Fire Rescue

### Aid Responses by Department Report

Alarm Date Between {01/01/2021} And {12/31/2021}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other
44040 Town of Grand Chute FDID 44040							
21-0002491	11/07/2021	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci	21-1308	Response Time: 00:15:21	#Apparatus	0	0	0	0
Subtotal Responses: 3			Average Response Time for Dept:				00:08:28

#### 70020 Village of Fox Crossing FDID 70020

21-0000117	01/18/2021	1 Mutual aid received	#Personnel	4	0	0	0
		Response Time: 00:08:25	#Apparatus	1	0	0	0
21-0000119	01/18/2021	1 Mutual aid received	#Personnel	4	0	0	0
		Response Time: 00:08:04	#Apparatus	1	0	0	0
21-0000126	01/20/2021	3 Mutual aid given	#Personnel	8	0	0	0
Their Inci	21-65	Response Time: 00:04:40	#Apparatus	3	0	0	0
21-0000403	02/27/2021	1 Mutual aid received	#Personnel	0	0	0	1
		Response Time: 00:00:45	#Apparatus	0	0	0	1
21-0000714	04/08/2021	3 Mutual aid given	#Personnel	1	0	0	0
Their Inci	385	Response Time: 00:27:38	#Apparatus	1	0	0	0
21-0000879	05/02/2021	1 Mutual aid received	#Personnel	4	0	0	0
		Response Time: 00:04:50	#Apparatus	1	0	0	0
21-0001330	06/25/2021	5 Other aid given	#Personnel	0	0	0	0
Their Inci	21-500	Response Time: 5009:09:52	#Apparatus	0	0	0	0
21-0002183	10/05/2021	1 Mutual aid received	#Personnel	9	0	0	0
		Response Time: 00:05:22	#Apparatus	3	0	0	0
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:03:51	#Apparatus	0	0	0	0
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0
		Response Time: 00:00:00	#Apparatus	0	0	0	0
21-0003019	12/31/2021	3 Mutual aid given	#Personnel	0	0	0	0
Their Inci	21-1557	Response Time: 00:10:06	#Apparatus	0	0	0	0
Subtotal Responses: 11			Average Response Time for Dept:				456:42:02

#### 70030 City of Oshkosh FDID 70030

21-0000293	02/13/2021	2 Automatic aid received	#Personnel	0	0	0	0
		Response Time: 00:07:40	#Apparatus	0	0	0	0
21-0000372	02/23/2021	2 Automatic aid received	#Personnel	0	0	0	0
		Response Time: 00:03:57	#Apparatus	0	0	0	0

Response time calculated from time notified to arrival.



## Neenah Menasha Fire Rescue

### Aid Responses by Department Report

Alarm Date Between {01/01/2021} And {12/31/2021}

Incident	Notified	Type of Aid		Fire	EMS	Resc	Other	
70110 Town of Neenah FDID 70110								
21-0000879	05/02/2021	1 Mutual aid received	#Personnel	4	0	0	0	
		Response Time: 00:04:50	#Apparatus	1	0	0	0	
21-0002035	09/18/2021	2 Automatic aid received	#Personnel	4	0	0	0	
		Response Time: 00:06:56	#Apparatus	1	0	0	0	
21-0002184	10/05/2021	3 Mutual aid given	#Personnel	0	0	0	0	
Their Inci	21-0002184-0	Response Time: 00:06:47	#Apparatus	0	0	0	0	
21-0002872	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0	
		Response Time: 00:03:51	#Apparatus	0	0	0	0	
21-0002873	12/13/2021	1 Mutual aid received	#Personnel	0	0	0	0	
		Response Time: 00:00:00	#Apparatus	0	0	0	0	
Subtotal Responses: 10		Average Response Time for Dept:				00:05:34		
70120 Winneconne Poygan Fire District FDID 70120								
21-0000126	01/20/2021	3 Mutual aid given	#Personnel	5	0	0	0	
Their Inci	21-13	Response Time: 00:04:40	#Apparatus	1	0	0	0	
Subtotal Responses: 1		Average Response Time for Dept:				00:04:40		
70140 Town of Vinland FDID 70140								
21-0000126	01/20/2021	3 Mutual aid given	#Personnel	6	0	0	0	
Their Inci	21-09	Response Time: 00:04:40	#Apparatus	1	0	0	0	
21-0000544	03/18/2021	3 Mutual aid given	#Personnel	0	0	0	0	
Their Inci	29	Response Time: 00:10:37	#Apparatus	0	0	0	0	
21-0002183	10/05/2021	1 Mutual aid received	#Personnel	4	0	0	0	
		Response Time: 00:05:22	#Apparatus	1	0	0	0	
Subtotal Responses: 3		Average Response Time for Dept:				00:06:53		

Response time calculated from time notified to arrival.



## Memorandum

---

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

**FROM:** Chief Kevin Kloehn

**DATE:** January 10, 2022

**RE:** 2021 CIP Inspector Vehicle Purchase

At our December 2021 meeting, this Committee approved changing our inspector vehicle order from Ford Transit Connect vans to pick-up trucks. This was due to product being built outside of the United States and no known delivery date of these vehicles.

We have placed an order for the pick-up trucks and it is estimated these will be ready for delivery in March 2022. Therefore, we need to carry-forward budgeted 2021 CIP funds. The total budget is \$80,000. However, we have purchased some equipment for these vehicles as there was price increases coming for some of the items needed. The total spent is \$7,478.26. The total carry-forward needed is \$72,521.74.

I am requesting consideration and action to recommend the City of Neenah and City of Menasha Common Councils carry forward \$72,521.74 of the \$80,000 2021 CIP budget for purchase of the two inspector vehicles and equipment.

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

Thank you for your consideration.

KK/te



## **Memorandum**

---

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

**FROM:** Chief Kevin Kloehn

**DATE:** January 10, 2022

**RE:** Engine 32 Repair

In August of 2021, we requested permission to spend \$16,900 to make necessary repairs to Engine 32. This expenditure was approved by both this Committee and both Common Councils. Due to the inability to obtain the parts needed to make repairs to this vehicle, it couldn't go in for repair until this month. We anticipate this vehicle will be back in service within the next few weeks. However, since the repairs were now made in 2022 versus 2021, we were advised we need to submit a request to carry forward funds to 2022 for this repair. Funds for this repair were budgeted in our Maintenance of Motor Vehicles operating budget.

I am requesting consideration and action to recommend the City of Neenah and City of Menasha Common Councils approve the carry forward of \$16,900 from NMFR's 2021 Maintenance of Motor Vehicle Operating budget (180-2301-712-0213).

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

Thank you for your consideration.

KK/te



## **Memorandum**

---

**TO:** Fire Chief Kloehn  
**FROM:** Deputy Fire Chief Voss  
**DATE:** August 17, 2021  
**RE:** Apparatus repair/replacement

Fire Engine replacement:

On June 23 I sent Engine 32 (E32), a 2008 Pierce Heavy Rescue Engine, to Red Power Diesel (RPD) to be evaluated for underbody corrosion and corrosion prevention treatment (Carwell). The body of E32 has shown corrosion for the last few years and was estimated at about \$30,000 to repair and repaint. This truck was manufactured in 2007/2008 which has been identified as some problematic corrosion issues on other Pierce fire apparatus. E32 is nearing its planned end of life as a front line emergency vehicle and is scheduled for replacement in 2024.

The inspection revealed extensive corrosion to the frame rails and underbody equipment i.e. air tanks, hydraulic lines, brake line fittings, body mounts, tow hitch, pump piping and other suspension parts. The frame rails were measured in some places and they have lost 30% of their original thickness. This puts their condition at a critical thickness per Pierce recommendations. The corrosion is extreme and widespread under the truck. The ability to do any type of maintenance at this point will be difficult.

On July 13, 2021 representatives from Pierce manufacturing inspected E32. Their determination and recommendations were less grim. Their report (attached) gave four options as listed below.

***Option 1 - Frame, and TAK 4***

*The truck will be placed on a lift and wheels will be removed for access to corrosion repair.*

*All areas the **frame**, and **TAK 4**, that are accessible from the underside of the truck or from inside of the wheel wells, will be needled or sandblasted to remove as much corrosion as possible.*

*A rust inhibitor will be applied to all areas that were cleaned of corrosion.*

*All areas needled or sandblasted and treated will be repainted to match the existing paint color.*

*An application of Carwell oil based corrosion control will be applied to the frame, and the TAK 4 after all other work is completed.*

*The truck will be washed for delivery.*

*Option 1: \$ 13,200.00 Dealer net*

***Option 2 - Frame, TAK 4, and tank cradle***

*The water tank and tank cradle will be removed*

*The truck will be placed on a lift and wheels will be removed for access to corrosion repair.*

*All areas the **frame** and **TAK 4** that are accessible from the underside of the truck, from inside of the wheel wells, or the top of the frame with the tank removed will be needled or sandblasted to remove as much corrosion as possible.*

*The **tank cradle** will be sandblasted.*

*A rust inhibitor will be applied to all areas that were cleaned of corrosion.*

*All areas needled or sandblasted and treated will be repainted to match the existing paint color.*

*An application of Carwell oil based corrosion control will be applied to the frame, TAK 4, and tank cradle after all other work is completed.*

*The truck will be washed for delivery*

*Option 2: \$16,900.00 Dealer Net*

***Option 3 - Frame, TAK 4, Substructure, and Tank Cradle***

*The water tank and tank cradle will be removed*

*The truck will be placed on a lift and wheels will be removed for access to corrosion repair.*

*All areas the **frame**, **TAK 4**, and body mounting **substructure** that are accessible from the underside of the truck, from inside of the wheel wells, or the top of the frame with the tank removed will be needled or sandblasted to remove as much corrosion as possible.*

*The **tank cradle** will be sandblasted.*

*A rust inhibitor will be applied to all areas that were cleaned of corrosion.*

*All areas needled or sandblasted and treated will be repainted to match the existing paint color.*

*An application of Carwell oil based corrosion control will be applied to the frame, TAK 4, body mounting substructure, and tank cradle after all other work is completed.*

*The truck will be washed for delivery*

*Option 3: \$18,920.00 Dealer Net*

**Option 4 - Frame, TAK 4, Substructure, Tank Cradle, and Rear Suction Pipe**

*The water tank and tank cradle will be removed*

*The truck will be placed on a lift and wheels will be removed for access to corrosion repair.*

*All areas the **frame, TAK 4,** and body mounting **substructure** that are accessible from the underside of the truck, from inside of the wheel wells, or the top of the frame with the tank removed will be needed or sandblasted to remove as much corrosion as possible.*

*The **tank cradle** and rear **suction pipe** will be sandblasted.*

*A rust inhibitor will be applied to all areas that were cleaned of corrosion.*

*All areas needed or sandblasted and treated will be repainted to match the existing paint color.*

*An application of Carwell oil based corrosion control will be applied to the frame, TAK 4, body mounting substructure, tank cradle, and rear suction pipe after all other work is completed.*

*The truck will be washed for delivery*

*Option 4: \$20,740.00 Dealer Net*

**Additionally –**

*The battery boxes are rusted. Replace battery boxes \$ 668.00 Dealer net*

*The chassis air tanks are rusted Replace air tanks and mounting brackets. \$ 894.00 Dealer net*

Engine 32 responds to nearly twice as many calls as any other engine in Neenah and Menasha. It carries our heavy rescue equipment including our hydraulic rescue tools, airbags, extensive tools, firefighter rehab equipment, and more. This engine is the most equipped engine in Neenah and Menasha. It is highly technical and is the largest in size. It is estimated the replacement in 2024 will be nearly \$850,000. **(Neenah share: \$510,000, Menasha share: \$340,000 estimated)** The current replacement plan calls for this engine to remain as a reserve engine until 2028.

Engine 31, a 2005 Pierce Quantum engine is scheduled to be replaced in 2022. Initial approval to order the replacement has been given for later this fall with an 11 month build time. The estimate for this apparatus is \$675,000 **(Neenah share: \$403,850, Menasha share: \$271,150)** It is anticipated we will keep this engine for another 4 years as our primary reserve engine.

**Option 1** – Replace E32 in 2022 instead of E31. This would require us to **increase** the 2022 CIP by \$175,000 **(Neenah additional share: \$105,000, Menasha additional share \$70,000)**

**Option 2** – Replace both E31 and E32 in 2023, one year later for E31 and one year sooner for E32. This would be estimated at \$1,525,000 **(Neenah share: \$915,000, Menasha share: \$610,000 estimated)** There may be some savings to ordering similar apparatus at the same time.

**Option 3** – Repair Engine 32's corrosion with the Pierce Option 1 including the repair/replacement of the rear intake pipe, new battery boxes and new air system tanks for an estimated \$16,600. Place the order for the replacement of E31 on schedule this fall and place the order for the replacement of E32 in early spring of 2023 for an early 2024 delivery. This would keep the apparatus replacement as planned.

My experience and knowledge of fire apparatus and their value, in service and in the resale market, would lead me to choose option 3. E32 needs to be repaired but its useful life as a front line engine is nearing the end. We hope to keep it a few more years in reserve and at the end of that time, resale should be considered. I estimate that the truck unrepaired would be less than \$15,000 on the resale market. Adding the unrepaired value to any of the repair options would give you an approximate resale value based on the extensiveness of the repair option. In no scenario do I think this truck will be worth more than \$30,000 when NMFR is finished with it as long as the corrosion is addressed to some level.

Engine 31 and Engine 32 are nearing their end of useful service as frontline apparatus. We have always used the 7000 hours benchmark as a significant event in the life of a fire apparatus. This measure has been accurate for at least the last 6 years as the indicator of costly repairs and higher maintenance cost over all. These two trucks are both over 7000 hours and are now facing significant repairs due to age and use. It may be better for NMFR to consider downgrading apparatus at 6500 hours to avoid costly repairs in the future.

Respectfully,

Victor



## **Memorandum**

---

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

**FROM:** Chief Kevin Kloehn

**DATE:** January 18, 2022

**RE:** Firefighter Hiring

Last month, we were given permission to hire two firefighters to replace the two people who are retiring this year. These two firefighters will be starting towards the end of March.

I have been recently notified we have an employee who will have surgery on February 18<sup>th</sup> and will be off for 9-12 months. Conservatively, this person would be back November 18<sup>th</sup> but could be off through February of 2023. Our current labor agreement allows four people to pick vacation per shift. That means with the long-term FMLA we will have five people off from the end of May through the beginning of November and will have to back fill this with overtime to maintain our minimum staffing levels. May through November is our peak vacation time. The minimum amount of overtime this will cost us is \$64,459.00 plus the additional fringe cost of \$14,619.24 for total cost of \$79,078.27. This is if the person can come back in November. There is the possibility of having more overtime on this shift if more than four people take vacation or are sick.

Our two staff members who will retire on January 31<sup>st</sup> and February 2<sup>nd</sup> will have their positions unfilled until after the two people hired to replace them complete their recruit academy on April 26<sup>th</sup>. At this time, we know of \$6,000 in overtime plus the additional fringe cost of \$1,360.80 for a total cost of \$7,360.80 due to vacations on these two shifts and the open positions.

In addition, we have two other known FMLA's that will happen in May of 2022. Both staff are on two different shifts from the long term FMLA and its anticipated they will be off for a couple of weeks. At this time, there is no known overtime. However, depending upon if people take off there is the possibility of overtime.

Our 2022 overtime budget is set at \$160,000. As mentioned we know that \$70,459 of this budget will be used for backfilling for the open staff positions and the long-term FMLA. As of the first payroll we have used \$6,000.54 in overtime all due to staff being off with Covid, testing for Covid or taking care of a child with Covid. We've had 14 people affected by this within the first 18 days of January.

With all of this said that leaves us with \$83,540.66 in our overtime budget for the remainder of 2022. That is to not only maintain minimum staffing levels and use for training. For the past two years, we have done very little training with staff members off duty. In 2020 this was due to training programs being cancelled due to Covid. In 2021 we cancelled this to try to come in at budget due to the overtime situation. In effective, if we don't do something we are looking at being behind three years in training.

Overtime	Overtime Cost	Fringe Cost	Total
Overtime due to not filling two positions caused by retirement	\$6,000.00	\$1,360.80	\$ 7,360.80
Overtime caused by long-term FMLA	\$64,459.00	\$14,619.24	\$79,078.24
Overtime caused by Covid	\$6,000.54	\$1,360.92	\$ 7,361.46
<b>Grand Total</b>	<b>\$76,459.54</b>	<b>\$17,340.96</b>	<b>\$93,800.05</b>

In speaking with Finance, if we hire a third firefighter to help offset the known overtime, it would cost us between \$63,131 - \$68,202 for salaries *and* fringe benefits. When figuring this number we included the highest health insurance plan cost the employee can elect. It could be cheaper if they opt out of the City's insurance or choose a cheaper plan. We would not have this person start until April 1<sup>st</sup>. This would temporarily bring our staffing up to 64 line staff members versus 63. However, we have one known retirement in January of 2023 and one in April of 2023. By January of 2023 we would be back to our normal staffing level of 63 line staff members. In effect, this person would be hired to replace the January retirement early to minimize our overtime budget usage.

I've spoken to both Finance Directors and they both agree hiring someone ahead of time to reduce the overtime cost saves us money and makes sense.

I am asking for consideration and action to recommend the City of Neenah and City of Menasha Common Councils approve hiring another firefighter after April 1, 2022 to help offset the known overtime that will be incurred due to the anticipated long-term FMLA.

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

KK/te