

NMFR Joint Finance & Personnel Committee Meeting Minutes
March 28, 2023 – 5:30 p.m.
City of Neenah – Hauser Room

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

Excused: Ald. Eisenach

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

Ald. Borchardt called the meeting to order at 5:35 p.m.

Public Forum: No members of the public were present.

Minutes: The Committee reviewed the January 24, 2023 meeting minutes. **MSC Boyette/ Grade to approve the January 24, 2023, meeting minutes, all voting aye.**

Review of Calls: The Committee reviewed the February 2023 calls and the comparison of the previous year. **MSC Stevenson/Boyette to approve the February 2023 call report and place on file, all voting aye.**

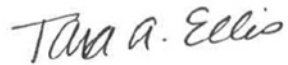
2022 Final Budget Review: The Committee reviewed the 2022 final budget report. Chief Kloehn noted the overages are attributed to overtime, health insurance and vehicle repairs. In 2022, our overtime was mainly due to three long term FMLA's. Ald. Sevenich asked if both Finance Directors spoke about the overage. Director Rasmussen said both Finance Directors did speak and there is an upcoming meeting to discuss this and develop a plan for the future. There were some overages in 2020, 2021 and now 2022. There's a total overage of \$460,000 the auditors will be finalizing a report for this. She said Neenah is looking at possibility using ARPA funds to cover this. They are also looking at what the root cause may be for this. Ald. Boyette asked why the budget wasn't reconciled for the past three years. Chief Kloehn said he didn't know there was a deficit until this was brought forth to him prior to the meeting. He knew we were over in 2022 but didn't know it was up to \$460,000 cumulative total. He has never been told after audit how the budget was reconciled by both Cities regardless of an overage or a surplus of funds. Director Rasmussen said after the audits are done, she will be given each department head a final budget that shows the audit and final numbers. Ald. Sevenich asked if they know how Menasha was going to pay for it. Chief Kloehn said Director Sassman and Mayor Merkes were looking at this and he's not aware of a final decision. Ald. Borchardt asked Director Rasmussen to trace this back and find out where overages were, why it wasn't reconciled, etc. It was noted, at this time Neenah is holding Menasha's loss as it hasn't ben reconciled. Ald. Stevenson said when there is a surplus in the past there was a resolution to return the monies back to each City and asked if this can be checked on. Ald. Grade said it's important for the committee to continue to go over the budget reports to continue to watch the budget. **MSC Boyette/Grade to approve the 2022 budget report and place on file, all voting aye.**

February 2023 Budget: The Committee reviewed the February 2023 budget. **MSC Stevenson/Boyette to accept the February 2023 budget report and place on file, all voting aye.**

Hiring for Future Positions: Chief Kloehn discussed what's happening with other departments all hiring at the same time and our hiring list is currently wiped out as candidates have gone to other departments. He noted he will be working with Human Resources and Finance to see how we can obtain people, when we can make offers to people and keep them to prevent them going to other departments.

MSC Sevenich/Boyette to adjourn at 6:15 p.m., all voting aye.

Respectfully Submitted,

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

Tara Ellis

Management Assistant