

**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 1<sup>st</sup> 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.**

Report

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.**

Report

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.

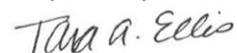
Ald. Grade asked to review numbers again. He wondered what is left of the overtime budget after funding to maintain staffing levels with this person off. We would spend half of our \$160,000 in overtime on backfilling the overtime for the long-term FMLA and the rest would be for training, covering staffing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

Report

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

Respectfully Submitted,



Tara Ellis

Management Assistant