

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting Minutes
May 5, 2026 – 5:15 p.m.

Present: Ald. Grade, Pollnow, Bruno, Steiner and Marshall

Excused: Ald. Perkins

Also Present: Chief Teesch, Director Sassman and MA Ellis

Ald. Grade called the meeting to order at 5:15 p.m.

Public Forum: No members were present.

Election of Chair: **Motion made by Steiner to nominate Ald. Pollnow as Chair of NMFR's Joint Finance & Personnel Committee, no other motions were made, motions were closed, vote was called, all voting aye.**

Ald. Pollnow took over chair of the meeting.

Election of Vice Chair: **Motion made by Ald. Marshall to nominate Ald. Grade as Vice-Chair of NMFR's Joint Finance & Personnel Committee, no other motions were made, motions were closed, vote was called, all voting aye.**

Minutes: **MSC Grade/Bruno to approve January 20, 2026, minutes, all voting aye.**

Call Summary Review: Committee reviewed the first quarter 2026 call summary report. Chief Teesch noted the nation call reporting data base changed their name and this included changes to the category names. This change helps departments be consistent in selecting categories of actual incidents to the same category and also pick subcategories. **MSC Marshall/Bruno to accept the 1st quarter call summary review and place on file, all voting aye.**

2025 Budget Review: The Committee reviewed the 2025 Budget Review. Chief Teesch said we worked hard to hold the line to come in at budget. We didn't have a training Chief for seven months which caused us to utilize more overtime to help with the training. Ald. Grade commented on the overtime and noted while it is overbudget, it's commendable that it's not as bad as it has been in other years. Chief noted this year we have one long term FMLA and retirement this year. Ald. Pollnow asked what happens when there is a surplus. Director Sassman confirmed it goes back to each city based on the formula.

First Quarter Budget Review: The Committee reviewed the first quarter budget. Chief Teesch noted we had our annual physicals done in January. We had to hire an outside training company for mandatory

training CPR training so that is why these line items are showing higher usage. **MSC Grade/Steiner to accept the 2025 Budget and First Quarter budget reports and place on file, all voting aye.**

2025 Annual Report: The committee reviewed the 2025 annual report. **MSC Bruno/Grade to receive the 2025 Annual Report and place on file, all voting aye.**

Report

Firefighter Replacement: Discussion was held on the memo from Chief Teesch on replacing one vacancy. Discussion was held on the current hiring process and what this entails to establish a hiring eligibility list. Discussion was also held on the number of staff who can retire within the next five years and what the department is doing to recruit candidates.

MSC Grade/Bruno recommends the City of Neenah and City of Menasha Common Councils authorize filling one anticipated firefighter vacancy no earlier than June 6, 2026, all voting aye.

Report

MSC Marshall/Bruno to adjourn at 5:37 p.m., all voting aye.

Respectfully Submitted,

Tara A. Ellis

Tara Ellis

Management Assistant