



Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee

September 30, 2025 – 5:30 p.m.

City of Neenah – Hauser Room

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. August 26, 2025 (attached)
- IV. Call Summary Review (attached)
- V. Review of 2025 Budget through August 31, 2025 (attached)
- VI. Assistant Chief Hiring Update
- VII. Consideration and Action to recommend the City of Neenah approve City of Neenah Resolution 202-10 authorizing Signatory Municipality to Exceed the Levey Limit for Neenah-Menasha Fire Rescue Fiscal year 2026 (attached)
- VIII. Consideration and Action to recommend the City of Menasha approve City of Menasha Resolution R-x-25 authorizing Signatory Municipality to Exceed the Levy Limit for Neenah-Menasha Fire Rescue Fiscal year 2026 (attached)
- IX. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah and 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 or the City's ADA Coordinator at (920) 967-3608 at least 48 hours prior to the scheduled meeting or event to request an accommodation.

NMFR Joint Finance & Personnel Committee Meeting Minutes

August 26, 2025 – 4:00 p.m.

City of Menasha – Room #132

Present: Ald. Grade, Perkins, Borchardt, Bruno, Marshall and Pollnow

Also Present: Chief Teesch, DC Krueger, Director Sassman and MA Ellis

Public: No members of the public were present.

Ald. Grade called the meeting to order at 4:00 p.m.

Approval of Minutes: The Committee reviewed the meeting minutes from July 22, 2025. **MSC Pollnow/Marshall to approve the July 22, 2025, meeting minutes, all voting aye.**

Call Summary Review: The Committee reviewed the call summary report. **MSC Pollnow/Borchardt to approve the call summary report and place on file, all voting aye.**

Training Grounds Bid: Chief Teesch noted the bids were opened at 2:00 p.m. and provided an overall summary of the total prices. Due to the time frame of the bids were opened not long before this meeting, they have not had time to go through each bid to make sure appropriate bid documents, etc. were submitted. Ald. Grade asked if we knew of any of the contractors that submitted a bid. Chief Teesch said he knows of three out of the four. The architect felt comfortable with all the vendors who submitted bids to handle this project. Discussion was held on the cost of a remodel of the station versus building brand new estimates for building a new station were 10.1 million which does not include the training grounds. Ald. Pollnow asked what the total amount was for the training tower. Chief Teesch noted the total project estimate was \$1,200,000. \$500,000 in Spirit Funds money and \$200,000 from the State of Wisconsin which leaves \$500,000 for both Cities to split per the cost distribution formula.

Discussion was held on mix and matching bids. Chief Teesch said he doesn't think this can be done but does need to ask the attorney about this. The project was sent out for bid as a package as the feeling was there could be possible savings on things like materials if one vendor was able to do both projects. It was clearly defined that the training tower could be rejected with the total bid and/or re-bid for just this project.

Ald. Grade asked who would review the bids. Chief Teesch said the architect, Neenah's City Engineer and the lawyer. Ald. Borchardt said Mayor Lang wanted a representative asked Menasha Council President and Mayor Hammond review this for equal representation on this project.

Director Sassman pointed out the least expensive bid for the training grounds but is not the least expensive for the station and said this will have to be navigated internally to make this fair for both Cities. Ald. Borchardt said there has been discretion in the past with projects that they didn't always go with the

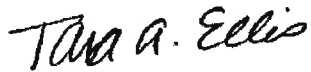
low bid if something stood out. Ald. Pollnow noted if we pick the lowest bid for the station, and higher for the training grounds, and Neenah paid the difference it would still save Neenah money overall.

MSC Borchardt/Perkins recommends both Common Councils authorize staff to review and verify the bids received for the training grounds remodel and improvement project and contingent upon compliance with bid specifications award the project the lowest responsible and qualified bidder, all voting aye.

Ald. Grade asked to look at the 4th Wednesday at 5:30 p.m. due to Ald. Perkin's work schedule. MA Ellis will ask Fire Commission if they are willing to switch dates and let the members know.

MSC Pollnow/Perkins to adjourn at 4:20 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in black ink that reads "Tara A. Ellis". The signature is written in a cursive, flowing style.

Tara Ellis

Management Assistant



Neenah-Menasha Fire Rescue

125 E. COLUMBIAN AVENUE, NEENAH, WI 54956
Phone: 920-886-6200 Website: www.nmfire.org

NMFR Call Review

Monthly Summary Review						
Main Incident Type	Jan 2025	Jan 2024	Feb 2025	Feb 2024	Mar 2025	Mar 2024
Hazardous Condition (No Fire)	8	17	2	9	18	13
Service Call	7	16	13	12	10	9
False Alarm & False Call	39	35	29	27	24	32
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	2	0	0	0
Rescue & Emergency Medical Service Incident	195	228	244	239	208	169
Good Intent Call	20	24	20	16	19	17
Special Incident Type	0	1	0	0	0	0
Unknown	0	0	0	0	1	0
Fire	9	9	12	3	7	8
Total	278	330	322	306	287	248
Main Incident Type	April 2025	April 2024	May 2025	May 2024	June 2025	June 2024
Hazardous Condition (No Fire)	11	18	9	12	11	12
Service Call	10	12	22	8	17	33
False Alarm & False Call	20	27	28	31	30	36
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	0	0	0	0
Rescue & Emergency Medical Service Incident	180	200	213	192	227	189
Good Intent Call	26	16	24	18	15	14
Special Incident Type	0	0	2	1	0	0
Unknown	0	0	0	0	0	0
Fire	5	8	6	4	4	2
Total	252	281	304	266	304	286
Main Incident Type	July 2025	July 2024	Aug 2025	Aug 2024	Sep 2025	Sep 2024
Hazardous Condition (No Fire)	7	4	10	9		
Service Call	17	17	25	13		
False Alarm & False Call	35	38	31	36		
Overpressure Rupture, Explosion, Overheat(no fire)	1	1	0	0		
Rescue & Emergency Medical Service Incident	175	190	202	228		
Good Intent Call	21	13	24	15		
Special Incident Type	2	1	0	2		
Unknown	0	0	0	0		
Fire	11	20	7	5		
	269	284	299	308		

Total calls January 1, 2025 through July 31, 2025: 2,346

Total Calls January 1, 2024 through July 31, 2024: 2,332

2024 Activity Review					
Main Incident Type	2024	2023	2022	2021	2020
Hazardous Condition (No Fire)	132	148	141	134	99
Service Call	189	195	187	177	204
False Alarm & False Call	399	386	329	314	266
Overpressure Rupture, Explosion, Overheat(no fire)	2	2	5	4	2
Rescue & Emergency Medical Service Incident	2524	2377	2336	2150	2039
Good Intent Call	215	197	101	74	65
Special Incident Type	7	9	17	33	48
Unknown	3	2	32	11	1
Fire	84	79	77	78	97
Total	3,555	3,395	3,225	2,975	2,821

PREPARED 09/17/25, 09:53:23
PROGRAM/GA601L
REPORT NAME BS-FIRE

NEENAH MENSA FIRE RESCUE
MONTH END DEPARTMENT BUDGET REPORT
8/31/25 67% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Fire Department							
180-2301-712-01-01	Salaries	3,887,228	417,605	3,673,740	5,992,950	2,319,210	61
180-2301-712-01-04	Overtime Wages	161,238	24,806	190,615	220,000	29,385	87
180-2301-712-01-05	Reimbursement / Overtime	3,377-	0	1,595-	10,000-	8,405-	16
180-2301-712-01-06	FLSA Overtime Wages	43,055	5,170	36,693	60,000	23,307	61
180-2301-712-01-10	Health Insurance	795,312	108,396	891,432	1,406,910	515,478	63
180-2301-712-01-11	Fringes	1,025,112	126,940	1,101,656	1,758,340	656,684	63
180-2301-712-01-15	Schools/Seminars/Training	20,669	200	20,090	30,000	9,910	67
180-2301-712-01-16	Test/Certification for Eq	10,356	0	8,866	16,000	7,134	55
180-2301-712-01-17	Outfitting Allowance	35,698	93	36,906	42,000	5,094	88
180-2301-712-01-18	License Renewal	0	0	296	2,100	1,804	14
180-2301-712-01-25	Employee School Reimb	305	0	0	400	400	0
180-2301-712-01-28	Employ Recognition Awards	0	0	221	1,200	979	18
180-2301-712-02-02	Outside Printing	81	0	162	1,000	838	16
180-2301-712-02-03	Postage	341	17	305	1,000	695	31
180-2301-712-02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712-02-07	Dues & Memberships	636	0	615	1,600	985	38
180-2301-712-02-09	Maintenance of FFE/SCBA	4,996	437	4,351	10,250	5,899	42
180-2301-712-02-10	Maint of Computer Hardware	0	0	0	1,000	1,000	0

180-2301-712.02-11	Maint of Other Equipment	1,413	0	2,942	5,000	2,058	59
180-2301-712.02-13	Maint of Motor Vehicles	61,948	8,540	55,190	125,000	69,810	44
180-2301-712.02-14	Maint of Buildings	8,888	231	1,885	15,000	13,115	13
180-2301-712.02-15	Maint of Radio Equipment	293	20	818	1,000	182	82
180-2301-712.02-16	Maint of Operating Equip	4,049	87	1,030	4,000	2,970	26

PREPARED 09/17/25, 09:53:23
PROGRAM 0601L
REPORT NAME BS FIRE

NEENAH MENASHA FIRE RESCUE
MONTH END DEPARTMENT BUDGET REPORT
8/31/25 67% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024	CURRENT	2025	2025	2025	BUD % USED
		Y-T-D ACTUAL	MONTH EXPEND	Y-T-D ACTUAL	ADJUSTED BUDGET	REMAINING BALANCE	
180-2301-712-02-18	Maint of Software	37,951	66	77,078	96,500	19,422	80
180-2301-712-02-21	Telephone	836	0	690	1,220	530	57
180-2301-712-02-22	Electricity	30,162	4,450	29,264	54,840	25,576	53
180-2301-712-02-23	Natural Gas	11,870	392	19,218	27,530	8,312	70
180-2301-712-02-24	Water & Sewer	6,733	181	5,863	13,100	7,237	45
180-2301-712-02-26	Storm Water	1,734	84	1,871	3,610	1,739	52
180-2301-712-02-27	Cellular Telephone	10,163	120	9,948	17,000	7,052	59
180-2301-712-02-32	Auditing Services	2,350	2,425	2,425	2,430	5	100
180-2301-712-02-36	Outside Services	8,496	2,018	9,367	15,000	5,633	62
180-2301-712-02-37	Pest Control	125	0	7	400	393	2
180-2301-712-02-38	Professional Services	15,723	0	25,925	41,000	15,075	63
180-2301-712-02-41	Tree Planting & Landscape	85	0	0	1,000	1,000	0
180-2301-712-02-42	Permits	0	0	0	0	0	0
180-2301-712-02-46	Liability Insurance	29,602	0	34,134	31,700	2,434	108
180-2301-712-02-47	Auto Physical Damage Ins	24,022	0	27,116	21,810	5,306	124
180-2301-712-02-50	Maint of Training Tower	12,778	33	156	2,500	2,344	6
180-2301-712-02-52	Rental of Equipment	277	45	346	1,400	1,054	25
180-2301-712-02-54	Printer / Copies	1,242	0	1,232	3,720	2,488	33

180-2301-712 02-55 Neenah City I/S Services	79,000	8,942	71,533	107,300	35,767	67
180-2301-712 02-56 Neenah City Finance Ser.	19,167	2,475	19,800	29,700	9,900	67
180-2301-712 02-57 Neenah City H/R Services	48,300	6,238	49,900	74,850	24,950	67
180-2301-712 02-58 G S Services/Internal	9,267	1,197	9,573	14,360	4,787	67
180-2301-712 02-62 Public Relations/Services	3,671	1,744	2,961	8,000	5,039	37

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ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
180-2301-712-02-93	Maint of Motor Veh/Fleet	0	0	0	0	0	0
180-2301-712-02-94	Oil and Fluids/Fleet	0	0	0	0	0	0
180-2301-712-02-96	Maint of Equipment/Fleet	0	0	0	0	0	0
180-2301-712-03-01	Office Supplies	1,801	9	942	2,250	1,308	42
180-2301-712-03-06	Cleaning/Janitor Supplies	8,943	1,011	8,622	17,000	8,378	51
180-2301-712-03-08	Books and Periodicals	213	0	2,375	3,200	825	74
180-2301-712-03-10	Gasoline & Oil	30,786	6,000	28,632	48,000	19,368	60
180-2301-712-03-19	Safety Supplies	1,429	336	346	4,500	4,154	8
180-2301-712-03-20	Small Tools	583	0	2,427	3,150	723	77
180-2301-712-03-25	Consumable supplies	960	0	1,431	3,300	1,869	43
180-2301-712-03-26	Photography Supplies	225	0	17	1,000	983	2
180-2301-712-03-33	All Other Supplies	1,418	24	1,632	3,800	2,168	43
180-2301-712-03-44	Small Equipment	2,090	3,657	9,552	15,000	5,448	64
180-2301-712-03-47	Small Computer Hardware	154	38	588	1,000	412	59
180-2301-712-03-48	Protective Equipment	75,214	0	5,444	10,000	4,556	54
180-2301-712-03-50	Training Supplies	2,505	0	34	6,000	5,966	1
180-2301-712-07-23	Fire Property Damage	0	0	0	0	0	0
180-2301-712-08-00	Mayor's Executive Adj	0	0	0	0	0	0
180-2301-712-81-08	Office Furniture & Equip	4,379	0	1,118	5,000	3,882	22

180-2301-712. 81-13 Communication Equipment	1,058	0	585	12,000	11,415	5
180-2301-712. 81-14 Computer Software Outlay	0	0	0	0	0	0
180-2301-712. 81-15 Computer Hardware Outlay	719	0	9,746	13,600	3,854	72
180-2301-712. 81-33 All Other Equipment	9,312	457	6,623	30,000	23,377	22
180-2301-712. 81-49 Household Purchases	6,261	260	3,031	18,000	14,969	17

PREPARED 09/17/25, 09:53:23
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REPORT NAME BS FIRE

NEENAH MENASHA FIRE RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
8/31/25 67% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024	CURRENT	2025	2025	2025	BUD
		Y-T-D ACTUAL	MONTH EXPEND	Y-T-D ACTUAL	ADJUSTED BUDGET	REMAINING BALANCE	% USED
* Fire		6,559,846	734,742	6,507,770	10,450,720	3,942,950	62

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Reg Spec Oper Resp Team							
180-2314-712-01-04	Overtime Wages	36,822	3,511	48,518	32,000	16,518-	152
180-2314-712-01-05	Reimbursement / Overtime	33,605-	45,018-	60,734-	26,500-	34,234	229
180-2314-712-01-11	Fringes	9,153	0	7-	8,500	8,507	0
180-2314-712-01-15	Schools/Seminars/Training	162	158	158	300	142	53
180-2314-712-02-16	Maintenance of Operating Equipment	0	0	0	500	500	0
180-2314-712-03-20	Small Tools	0	0	0	250	250	0
180-2314-712-03-48	Protective Equipment	0	0	402	7,500	7,098	5
180-2314-712-03-50	Training Supplies	0	0	0	500	500	0
180-2314-712-81-33	All Other Equipment	0	0	520	750	230	69
Reg Spec Oper Resp Team		12,532	41,348-	11,143-	23,800	34,943	47-

PREPARED 09/17/25, 09:53:23
PROGRAM 0601L
REPORT NAME BS FIRE

NEENAH MEMPHIS FIRE RESCUE
MONTH END DEPARTMENT BUDGET REPORT
8/31/25 67% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD %
Joint Fire Commission							
180-2320-712-02-03	Postage	0	0	0	0	0	0
180-2320-712-02-06	Advertising & Publication	1,000	0	0	1,000	1,000	0
180-2320-712-02-36	Outside Services	4,410	0	2,325	2,500	175	93
180-2320-712-02-61	Misc Expenditures	0	0	515	3,000	2,485	17
* Joint Fire Commission		5,410	0	2,840	6,500	3,660	44

PREPARED 09/17/25, 09:53:23
PROGRAM GA601L
REPORT NAME BS FIRE

NEENAH MENASHA FIRE RESCUE
MONTH END DEPARTMENT BUDGET REPORT
8/31/25 67% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Special Reserves & Escrow							
180-2326-712.01-01	Salaries	0	0	0	0	0	0
180-2326-712.01-10	Health Insurance	0	0	0	0	0	0
180-2326-712.01-11	Fines	0	0	0	0	0	0

*	Special Reserves & Escrow	0	0	0	0	0	0
**	Fire Department	6,577,788	693,394	6,499,467	10,481,020	3,981,553	62
***	Neenah Menasha Fire	6,577,788	693,394	6,499,467	10,481,020	3,981,553	62



RESOLUTION NO. 2025-10

**RESOLUTION FOR AUTHORIZING A SIGNATORY MUNICIPALITY TO EXCEED THE
LEVY LIMIT FOR NEENAH MENASHA FIRE RESCUE FOR FISCAL YEAR 2026**

WHEREAS, pursuant to Section 66.0602(2) Wisconsin Statutes. The State of Wisconsin has adopted levy limits that limit the amount a municipality may impose on its tax levy; and

WHEREAS, the City of Neenah and the City of Menasha are parties to a joint fire department within the definition of Section 66.0602(3)(h) Wisconsin Statutes; and

WHEREAS, pursuant to Section 66.0602(3)(h) Wisconsin Statutes. The State of Wisconsin allows for adjustments to the levy limit calculation to account for the contribution to a joint fire department; and

WHEREAS, Section 66.0602(3)(h)2.b. requires that each municipality that is served by a joint fire department adopt a resolution pursuant to that subsection in order for any participating municipality to apply the levy limit exception of Section 66.0602(3)(h) Wisconsin Statutes.

NOW THEREFORE, BE IT RESOLVED, BY THE Common Council of the City of Neenah that any participating municipality is authorized to exceed the levy limit in accordance with Section 66.0602(3)(h) if they are so qualified and so elect.

Adopted, approved and recorded this 1st day of October, 2025.

Recommended by: Neenah Menasha Fire
Rescue Joint Finance and Personnel
Committee

City of Neenah, Wisconsin

Moved: _____

Jane B. Lang, Mayor

Passed: _____

Charlotte K. Nagel, City Clerk



RESOLUTION R-x-25

**A RESOLUTION AUTHORIZING A SIGNATORY MUNICIPALITY TO EXCEED THE
LEVY LIMIT FOR NEENAH-MENASHA FIRE RESUE FOR FISCAL YEAR 2026**

INTRODUCED BY: Alderman Grade

WHEREAS, pursuant to Section 66.0602(2) Wis. Stats. The State of Wisconsin has adopted levy limits that limit the amount a municipality may impose on its tax levy; and

WHEREAS, the City of Neenah and the City of Menasha are parties to a joint fire department within the definition of Section 66.0602(1)(am) Wis. Stats; and

WHEREAS, pursuant to Section 66.0602(3)(h) Wis. Stats. The State of Wisconsin allows for adjustments to the levy limit calculation to account for the contribution to a joint fire department; and

WHEREAS, Section 66.0602(3)(h)2.b. requires that each municipality that is served by a joint fire department to adopt a resolution pursuant to that subsection in order for any participating municipality to apply the levy limit exception of Section 66.0602(3)(h) Wis. Stats.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council of the City of Menasha that any participating municipality is authorized to exceed the levy limit in accordance with Section 66.0602(3)(h) if they are so qualified and so elect.

Adopted this xx day of October 2025 as recommended by the Neenah-Menasha Fire Rescue Joint Finance and Personnel Committee.

Recommended by:

Motion/Second:

Pass/Fail: _____

Requires: _____ Majority Vote
_____ 2/3 Vote

Austin R. Hammond, Mayor

ATTEST:

Kaija Snyder, City Clerk