

Neenah-Menasha Fire Rescue  
Joint Finance & Personnel Committee Meeting  
October 12, 2010 – 5:30 p.m.  
Council Chambers – City of Menasha

Present: Ald. Hendricks, Stevenson, Zelinski, Ramos and Ahles.

Excused: Ald. Wisneski

Also Present: Chief Auxier, DC DeLeeuw, Director Stoffel, Director Easker, Director Wenninger, Mayor Merkes and Administrative Assistant Theisen.

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

**MSC Hendricks/Ahles to adjust the agenda to have the 2010 budget reviewed before other agenda items, all voting aye.**

Review of 2009 Budget Audit: Director Easker stated the audit was completed for NMFR's budget for 2009 and the excess funds were disbursed to both Cities. \$100,000 was returned to the City of Neenah and \$60,000 was returned to the City of Menasha. It was noted that this money is returned to the general fund for both Cities. Chief Auxier noted that the majority of it was from salaries of the previous Chief leaving and having a vacant Assistant Chief position until it was filled in early 2010.

Review of NMFR's Cost Distribution Formula: The Committee reviewed NMFR's Cost Distribution Formula as of December 31, 2009. Director Easker noted the factors that are in place affect the budget two years later. For example, the 2009 factors affect the 2011 budget breakdown. It was noted that there were no large changes in the formula and it has remained consistent since consolidation. **MSC Ahles/Ramos to accept the cost distribution formula as of December 31, 2009 for NMFR's 2011 budget, all voting aye.**

Review of Proposed 2011 Budget: The Committee reviewed the 2011 budget. Director Easker said the intent of the Committee is to review the request by Chief Auxier and either endorse Chief Auxier's request with or without any changes and then it will be forwarded to both Mayors to review. After the Mayors have reviewed it then it is forwarded to both Common Council's for review.

Ald. Stevenson asked about the health insurance costs for 2011. Director Easker said the proposed increase is 20% and is based upon staying full insured. He noted that the City of Neenah is looking at going self-insured and these costs would be reflecting a 10-15% increase versus a 20% increase if self-insured was approved.

Ald. Ahles asked if the salaries and overtime budget is based on current contract language and it was confirmed this was the cause for the increase.

Discussion was held regarding the fiber optics for the new fire station in the City of Menasha. The new station will need fiber optics and there is nothing close by. Quotes were received from TDS, Time Warner and the Menasha Utilities.

The original quotes for new Station 36 were obtained from TDS, Time Warner and Menasha Utilities for the infrastructure costs and monthly service costs. TDS costs were \$900 per month and no infrastructure fees. Time Warner Cable was \$975 per month with infrastructure fees of \$1,000. Menasha Utilities District would be \$441.63 with infrastructure costs of \$11,839.39. Menasha Utilities is committed to working with us. It was agreed by both Mayors, City Attorneys and NMFR to utilize Menasha Utilities for this service.

However, it was noted that the City of Neenah invested in the fiber infrastructure in 1999 and paid for these costs up front. Discussion was held on fiber for all stations and what is a fair charge for these services. Stations 32 and 35 are close to the main lines for fiber so there are no additional costs incurred for these two stations. It was decided that Stations 32 and 35 will not be charged for any fiber since they are right at the main hub and there are no costs for these services. A formula was created for Stations 31 and 36 and both Mayors, City Attorneys and NMFR agree that this formula is fair. With the opening of the new Station 36, the formula will begin for fiber charges. Station 31's charges will be \$403.76 per month and new Station 36's charges will be \$441.63 per month.

IS Services was reviewed for 2011. Director Wenninger explained his budget is based on usage by each department. He uses a formula that is based on devices supported, number of users in each department, individual storage for each department and any individual servers that are used for just that department. This formula is used for each department within the City of Neenah and the budget for the City of Neenah IS Department is spread out between all Departments they support. At the end of each year any revenues that are generated for the IS Department is then spread out and distributed to each Department and reduces the budget that way.

DC DeLeeuw said that the bottom line for the budget reflects three major costs for 2011. This is health insurance, fiber optics and the IS Department budget. If you take out those three major increases in the budget the overall budget is only being increased by less than 2%.

The professional services account was reviewed. Discussion was held regarding department physicals. Chief Auxier said he did work with Human Resources to see if we could reduce the costs in anyway. We cannot utilize the employee's personal insurance as the insurance carriers have this as a direct exclusion and they will not cover a work-mandated physical. We have had these physicals in place for five years and it has been proactive in catching potential health related issues with employees. This method also provides consistency with having only one physician making the decisions for all employees versus having employees utilize their own physicians and there is no consistency. It was also stated that Human Resources and CA Godlewski do support keeping this program in place.

The Capital Budget was reviewed. It was noted that AED's had to be added into the capital equipment budget and these will need to be replaced. Previously, these were maintained by Zoll Medical systems as part of their medical study. The study will be completed at the end of this year. At this time, it is not known if we are able to keep these units after the completion of the study.

The radio costs were reviewed. It was noted there is a mandate that the new requirements for the system has to be in by January 1, 2012. The Sheriff's Department has put this expense in their budget; however, if the County decides not to fund this as a countywide system then we have to budget these dollars for the new radio system.

Household expenses were reviewed. This Committee established this line item to keep track of purchases for refrigerators, furniture, washers, dryers, etc. There is an increase due to the building of Station 36. In previous years, purchases were delayed for this station since we knew we were getting a new station.

The 2011 budget was reviewed by the Committee and they commended the Department for their efforts in trying to control costs. The Committee also felt it was appropriate to forward this budget to both Mayors for their executive review.

Approval of Minutes: The Committee reviewed the meeting minutes from August 24, 2010. **MSC Ahles/Hendricks to approve the minutes from August 24, 2010, all voting aye and Ramos abstained.**

September 2010 Budget Report: The Committee reviewed the September 2010 budget report. **MSC Ahles/Ramos to accept the September 2010 budget and place on file, all voting aye.**

September 2010 Activity: The Committee reviewed the September 2010 Activity Report. **MSC Zelinski/Hendricks to accept the September 2010 activity report and place on file, all voting aye.**

**MSC Ahles/Ramos to adjourn at 6:55 p.m., all voting aye.**

Respectfully Submitted,

Al Auxier  
Chief

AA/tt