

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee
Meeting Minutes
October 25, 2011 – 5:30 p.m.
Council Chambers – City of Menasha

Present: Ald. Sevenich, Klein, Krueger, Stevenson, Ahles and Ramos.

Also Present: Chief Auxier, Director Stoffel and Office Manager Theisen.

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

Public Forum: No members of the public were present.

Approval of Meeting minutes: The Committee reviewed the meeting minutes from October 10, 2011. **MSC Krueger/Stevenson to approve the meeting minutes of October 10, 2011, all voting aye.**

2012 Budget: Chief Auxier noted the budget included in the packet did include Mayor Scherck's changes. He handed out budget proposals with Mayor Merkes' changes and also reflected both of the Mayor's changes. Information on the cuts made by both Mayors was reviewed. Health insurance costs did come in at a lower amount than originally anticipated. The overall increase of the proposed budget is 2.54%. Chief Auxier also noted that the union is currently in contract negotiations. The budget does have reflection of a proposed wage increase and other things but this could change after a negotiated contract has been completed.

Capital projects were reviewed. It was noted that the City of Neenah does budget out capital expenditures for 5 years at a time for planning and the City of Menasha looks at one year at a time and applies it to the tax levy for that year. Chief Auxier reviewed the capital expenditures that were removed from the 2012 budget. The radio equipment was reviewed and we were able to reduce this amount due to Winnebago County Sheriff's Department picking up quite a bit of the costs for the conversion to the new mandatory radio system. However, there is some equipment that is needed that the County will not pay for and that amount was left out of the budget. This is to purchase items to make equipment that is not being replaced compatible with the new radio system changes (i.e. headsets, etc.). The total equals \$4,022 for the City of Menasha and \$5,078 for the City of Neenah. This amount for the City of Menasha was left out of Mayor Merkes' recommended changes.

During discussions, Director Stoffel pointed out that there was a difference of \$3,831 from what was shown on page 31 of the budget workbook and the actual cost after adjustments to the operations budget. He will be submitting a memorandum asking for that amount to be applied to the monies that were left out of the Mayor's budget for the radio equipment.

Expenditure for the vehicles corrosion was left in the budget from both Mayors. The purpose of doing this is to extend the life of the vehicles versus replacing the vehicles. Vehicle replacements have been deferred to future years. Due to the donation of the ambulance for the Dive Team and moving the suburban to an inspector's vehicle we were able to eliminate the need to replace the inspector's vehicle in 2012.

Ald. Krueger asked about gas & oil increase. Chief Auxier said we were directed by the Neenah Finance Department to increase the budget by 10%. This is due to the cost of fuel rising and the

increased number of runs for the Department. He also asked if the purchase of pick up trucks to run EMS calls was a more viable option versus sending the fire truck. Chief Auxier said it is something they he can research. He said the Department has been implementing a videoconference system for training. This reduces the fuel costs for moving rigs to different stations for training. Classroom training can now be done with video conferencing.

Ald. Krueger asked why there was an increase of the IS Services. Chief Auxier explained how four years ago it was brought to the NMFR Joint Finance & Personnel Committee's attention that the Cities are taking IS services that are being utilized and costing them out the various departments within the Communities based on usage. A plan was implemented to apply those costs over a three year period and in 2012 this is the final year of implementing this plan.

Ald. Stevenson noted the PPE equipment budget and discussion was held on how we do budget a specific amount each year for replacement and if it not spend then it is carried forward each year. Chief Auxier stated that we do not spend this budget amount unless we have to.

Chief Auxier said the intent for our current budget and going forward is that things will only be purchased because it is a need and not a want. We are watching our expenditures very carefully to make sure we come in at budget and/or are able to carry over funds into 2012.

2012 Medical Evaluations: Office Manager Theisen reviewed the physical process and the RFP quotes that were sent out. She explained that we would be utilizing the City of Neenah's vendor for the lab portion of the physical process and by doing so this will save us over \$3,500. Bids for the physical portion and other testing were reviewed from Theda Care at Work and Affinity Occupational Medicine. It was explained that the vendors were advised that they would not perform lab work or the health risk assessment due to the new process with the City of Neenah; however, these results would be forwarded to them to review with the staff members when they go for their physicals. It was recommended to utilize Affinity Occupational Medicine for the 2012 physicals as they are lower than Theda Care at Work and it is easier for the Department to move around staffing for physicals since their office is in Menasha. The overall affect of utilizing the City of Neenah's vendor for the lab work and Affinity Occupational Medicine allowed us to reduce our line item budget in 2012 by \$6,000. **MSC Stevenson/Ahles to recommend the City of Neenah and City of Menasha Common Councils approve Affinity Health for a total of \$13,473.00 for 2012 medical evaluations, all voting aye.**

November 2012 Meeting: Group decided to wait and see if anything needs to be discussed. If nothing comes up then the meeting will be cancelled.

MSC Krueger/Ramos to adjourn at 6:30 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt