

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting
April 23, 2013 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Stevenson, Englebert, Ahles, Ramos and Benner.

Excused: Ald. Langdon

Also Present: Chief Auxier, Interim Treasurer Sassman and Office Manager Theisen.

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

Public Forum: No members of the public were present.

Election of Chair: **MSC Englebert/Ramos to elect Ald. Benner as the Chair of NMFR's Finance & Personnel Committee, all voting aye.**

Ald. Benner took over as Chair of the meeting.

Election of Vice-Chair: **MSC Stevenson/Ahles to elect Ald. Ramos as Vice-Chair of NMFR's Finance & Personnel Committee, all voting aye.**

Approval of Minutes: The Committee reviewed the meeting minutes of February 26, 2013. **MSC Stevenson/Ramos to approve the meeting minutes of February 26, 2013 and place on file, all voting aye.**

Budget Report: The Committee reviewed the March 2013 budget report. Ald. Stevenson noted the utilities line item may be over the anticipated budget amount that was set late last year. **MSC Stevenson/Englebert to approve the March 2013 budget report and place on file, all voting aye.**

Activity Reports: The Committee reviewed the monthly activity and automatic aid reports for March 2013. Ald. Benner asked how the reciprocation of the calls are between the two Departments. Chief Auxier noted the volume of calls are very close to being even. Things are going well with the automatic aid and he is working with Chief Vander Wyst to possibly expand some of calls to include coverage of the 441 area. He also noted with the conversion of the new radio system Appleton is going to switch over later than NMFR and a system is in place to continue to cover the calls until they are switched over to the new radio system. Ald. Benner asked about the maintenance costs of the new radios and what is anticipated for these future costs. Chief Auxier noted we currently cover all of the maintenance costs for our current system and the new radio system does have a three-year maintenance contract and doesn't anticipate a lot of money being spent to maintain these radios. Ald. Stevenson noted that Baycom and Motorola are standing behind the new radio products and will continue to work to make sure we have the best communication possible. Chief Auxier did note the contract with the

vendor is that they have to provide 95% coverage throughout the entire County. **MSC Ramos/Stevenson to approve the March activity and automatic aid reports and place on file, all voting aye.**

Dive Team Update: Chief Auxier handed out a worksheet that showed the Dive Team trust fund donations and expenditures. Ald. Stevenson explained how trust funds are being managed. The process is to establish an anticipated budget for the trust fund and then oversight is from NMFR Finance & Personnel Committee for the revenue and expenditures. The proposed budget for 2013 is \$2,000 for overtime wages, \$635 for fringes, \$1,500 for schools/seminars/training, \$2,000 for maintenance of operating equipment, nothing for miscellaneous expenditures, \$500 for all other equipment for a total of \$6,635.00. Chief Auxier noted the intent is to utilize on duty hours for training for the members and we currently have one of our divers attending training to learn how to maintain the equipment so we do not have to spend a lot of money sending equipment out for repairs. We are also sending a member to be certified as a Master Diver so he can then train the rest of the Dive Team and this will reduce future training costs as he will be able to do this while the divers are working their normal shift. Chief Auxier also handed out a spreadsheet that shows all the donations and all expenditures since the Dive Team fundraising began. We currently have raised \$83,300.03, with the help of the Bruce Peterson family, and we are anticipating more donations from other fundraising events that were held earlier in 2013 and this should bring us to total of \$100,000. The budget adjustment proposal for 2013 will be reviewed at the next meeting. Ald. Ahles asked how we specify in the future budget books that this is funded through donations and not the current operating budget. Chief Auxier will talk to Director Easker and Deputy Director Handevitd to make sure this is noted in future budget books. Interim Treasurer Sassman noted it would be mentioned in the City of Menasha's narrative and make sure it is separated in different funds. It was noted that Neenah Finance does maintain a trust fund report for donations and it is updated on a quarterly basis. NMFR maintains separate spreadsheets for this so we can make sure funds are not spent without money being in the trust.

Chief Auxier said Chris Ederer has been working with Michels Quarry to gain permission to train in their quarry. We currently use the quarry in Redgranite and this would enable us to use a local quarry for training and it can be done on duty versus off duty and incur overtime costs. A copy of the tentative agreement with Michels was distributed. The Committee directed Chief Auxier to work with both City Attorneys for review and will review it at their next meeting.

Station 31 Boiler Update: Chief Auxier noted the new boilers and the humidification system have been delivered and they will install once the weather warms up.

Telephone System Replacement: Chief Auxier said the City of Neenah is replacing their telephone system in 2014. Our four stations currently utilize this system and will incur expenses for the new system. Chief Auxier handed out a memo from Director Wenninger on the total expenses and what NMFR's proposed share would be. He is also recommending that NMFR's share be spread out for seven years for a total of \$1,306 per

year. Chief Auxier noted this would be budgeted in future budgets for the payment and wanted to let the Committee members know about this.

NMFR Open House: Chief Auxier noted we would be hosting an Open House on Saturday, May 4, 2013 at Station 36 from 10:00 a.m. to 2:00 p.m.

Backdraft Bike Tour: Chief Auxier said Local 275 members are organizing the 2nd Annual Backdraft Bike Tour. This will be held at Jefferson Park in the City of Menasha.

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

Respectfully Submitted,

Al Auxier
Chief

AA/tt