

Neenah-Menasha Fire Rescue
Joint Finance & Personnel Committee Meeting
October 22, 2013 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

Present: Ald. Langdon, Englebert, Stevenson and Ramos.

Excused: Ald. Benner & Ahles.

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

Members of the Public Present: Jamie Leonard

Ald. Stevenson called the meeting to order at 5:52 p.m.

Public Forum: No members of the public spoke.

Meeting Minutes: The Committee reviewed the September 24, 2013 meeting minutes. **MSC Ramos/Englebert to approve the meeting minutes of September 24, 2013, all voting aye.**

Budget Review: The Committee reviewed the September 2013 budget report. **MSC Englebert/Langdon to approved the September 2013 budget report and place on file, all voting aye.**

Activity Report: The Committee reviewed the September activity and automatic aid reports. Ald. Langdon asked about the service calls for elevators. Chief Auxier explained sometimes there may be an issue with the elevator, someone calls 911, and we verify that no one is trapped. **MSC Englebert/Ramos to approve the September activity and automatic aid reports, and place on file, all voting aye.**

Review of and Action of Re-Inspection Ordinance: The Committee reviewed the City of Neenah and City of Menasha re-inspection ordinances. The Committee reviewed guidelines that were developed for the re-inspections that personnel would use when trying to gain compliance from property owners. It was noted both City Attorneys did review the guidelines and supported this. The Committee thanked the Department for their efforts and asked that this be reviewed in six months to see how the new process was working. **MSC Ramos/Englebert recommends the City of Neenah Common Council approve Ordinance 2013-17 Creating Code 7-34 relating to fees for Fire Re-inspection or Missed Appointments and the City of Menasha Common approve Chapter 3, Sec.5-3-5 Re-Inspection or Missed Appointments of the Fire Prevention Code, all voting aye.**

Consideration and Action of Re-Inspection Ordinances: Discussion was held on costs incurred by our Department. **MSC Englebert/Ramos recommend the City of Neenah Common Council and City of Menasha Common Council amend their respective fee schedules to add a \$100 fire re-inspection fee for each fire re-inspection performed, all voting aye.**

Review of Assistant Green's Wages: Chief Auxier noted the consultant for the City of Neenah recently completed the salary study. He is asking for review of AC Green's wages due to the duties he is performing and the current plan in place will not reflect a supervisor having wages that either are the same, or above, people he is directly supervising. Ald. Stevenson updated the Menasha Aldermen of the wage study that was completed by the independent consultant and the process that is currently taking place. Ald. Stevenson felt the communication memo that was sent to the Committee is appropriate. The Committee members didn't feel comfortable acting upon on a request for additional monies at this time as the review of the current salary plan has not been completed and acted upon by the City of Neenah Common Council. The Committee will wait to see what the City of Neenah Common Council decides for a compensation structure for the position and what merit system is approved for employees. After this is completed they felt comfortable reviewing if an issue may still exist. Ald. Englebert asked to an updated organizational charge that includes the base salaries and duties of the positions within the Department and asked when this information is put together that this is discussed in a closed session meeting.

Future Meetings: The November 26, 2013 and December 24, 2013 meetings will be cancelled. The next meeting will be scheduled for December 3, 2013 to accommodate availability of the members and will be held in the City of Neenah.

MSC Ramos/Langdon to adjourn at 6:50 p.m., all voting aye.

Respectfully Submitted,

Al Auxier
Chief

AA/tt