

**Neenah-Menasha Fire Rescue  
Joint Finance & Personnel Committee Minutes  
September 22, 2015 – 5:30 p.m.  
Hauser Room – City of Neenah**

Present: Ald. Stevenson, Keehan, Kunz, Taylor and Ramos.

Excused: Ald. Benner.

Also Present: Chief Auxier, Director Steeno, and OM Theisen.

Public: Jamie Leonard, Greg Wroblewski and Al Wroblewski.

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

Public Forum: No members of the public chose to speak.

Minutes: The Committee reviewed the September 2, 2015 meeting minutes. **MSC Kunz/Keehan to approve the September 2, 2015 meeting minutes, all voting aye.**

5:33 p.m. Ald. Ramos entered the meeting.

Budget Report: The Committee reviewed the August 2015 budget report. Chief Auxier discussed the overtime situation and said this will exceed the budgeted amount. This is resulting from a combination of different items and they include more money spent on emergency overtime due to the increased number of fires we have had this year, a retirement this month, promotion of Victor Voss to Deputy Chief creates a vacancy in line positions and two people currently on FMLA. He further explained we will have salary and fringe benefit savings due to a couple vacant positions not being filled right away. These include the firefighter position vacated in January and Deputy Chief's position in May. Ald. Stevenson noted the savings in these two line items should help offset the overtime wages. Chief Auxier confirmed this. **MSC Ramos/Taylor to approve the August 2015 budget report and place on file, all voting aye.**

Activity Reports: The Committee reviewed the August 2015 activity and automatic aid reports. **MSC Ramos/Keehan to approve the August 2015 activity and automatic aid reports, and place on file, all voting aye.**

Boat Launch Fees: Chief Auxier explained he has met with both Cities Parks and Receptions Directors and the City of Menasha Parks and Recreation Board Committee to discuss the possibility of increasing fees and have this money be put towards operational/CIP expenses for the dive team/water rescue. The City of Menasha has already published their boat launch fees for 2016 and if they re-do this it would cost them around \$1,500 so at this time we will have to hold off until 2017 to increase fees. He said Menasha Parks and Recreation Board is supportive of this change. A meeting was scheduled with Neenah Parks & Recreation but it was cancelled due to a lack of agenda items. He plans on attending the next meeting to discuss this issue with them. Ald. Taylor asked the amount of revenue this would generate. Chief Auxier said it would be between \$3,000 - \$5,000 every year. Ald. Stevenson asked if the revenue source would be Dive specific. Chief Auxier said it would be for both the dive team and water rescue. The Committee thanked him for the information and asked for an update once he meets with the Neenah Parks and Recreation Committee.

Review of Dive Team Equipment/Maintenance: Chief Auxier noted this agenda item was pushed back a few meetings due to other agenda items that needed to take precedence. The Committee reviewed the memo and information regarding the dive equipment. Ald. Kunz said this information helps but felt it doesn't give a clear enough cost of what it costs to run the dive team. It is something that will have to be looked at in the future as this will cost more money to

maintain. He supports this service but would like to have an idea of what we need to budget for continuing this service so we can be prepared. A lengthy discussion was held regarding Squad 32. Ald. Stevenson noted discussions were held on the monies that would be donated, the donation of the squad, the cost for training and operation of the dive team and what the future impact would be for the Cities. This Committee, as well as, both Common Councils knew if we moved forward with this service at some point the donations would be used up and expenses would be funded through the Department's budget. In the end, both Councils moved forward with accepting the donations and moving forward with the dive team. Ald. Taylor asked what the financial expectations were when the dive team was started. Chief Auxier said it was thought the financial donations would last 8-10 years and we didn't make it that far with the donations. Ald. Taylor asked what the expectations for the Department for fundraising. Chief Auxier said there wasn't an expectation and/or direction of the Department to raise a specific amount of money each year as it was known at some point we may have to use levy dollars to maintain this service. Ald. Taylor asked if we walked away from the dive team if the County would take it back and what would happen with the equipment. Chief Auxier said the County would have to go back to being the primary agency responsible for dive calls and discussions would be needed to what to do with the equipment. He said he would like to have one of our local County representatives take a funding request to the County for consideration. At this time, Sheriff Mattes doesn't have the ability to give us additional money out of his current budget and budget changes would have to be made by the County Board.

Consideration and Action of Pumper 35: The Committee reviewed the information regarding the three options we have for Pumper 35. A lengthy discussion was held on all options available. **MSC Keehan/Kunz authorize NMFR to put together a list of items that can be removed from Pumper 35 with an estimate cost of what these items could be sold for before it is scrapped out. Once this information is obtained, NMFR will list Pumper 35 on the Wisconsin Surplus Online Auction Site with a starting point, and reserve price, to be based on what we could get for parting and scrapping it out. If after three weeks of listing this on Wisconsin Surplus Online Auction Site a buyer does not purchase this vehicle, as is, at the reserve price or higher, NMFR will proceed with parting out and selling items off of Pumper 35 and scrapping the vehicle. All sales for parts will be conducted through Wisconsin Surplus Online Auction's Website and periodic updates will be given to NMFR's Joint Finance & Personnel Committee and a final report to both Common Council's, all voting aye.**

Consideration and Action to Replace One Firefighter: The Committee reviewed the information regarding the open firefighter position. Chief Auxier noted both Mayor's support filling this position after December 1, 2015. **MSC Ramos/Keehan recommends the City of Neenah and City of Menasha Common Council's authorize Neenah-Menasha Fire Rescue to fill the vacated firefighter position after December 1, 2015, all voting aye.**

Front Line Vehicle Replacement Spreadsheet: The Committee reviewed the equipment flow chart for front line vehicles. Ald. Kunz said he liked how this spreadsheet is laid out. However, he doesn't agree with having flexibility on replacing vehicles. He wants a firm date of when these vehicles will be replaced and stick to this so we have reliable equipment and we do not have the vehicles break down and have to make unbudgeted positions. Ald. Stevenson said he agrees with Ald. Kunz and feels this information should be reviewed on an annual basis by this Committee. The group agreed this should be reviewed annually before budget preparation begin.

Review of Proposed 2016 Operating and Capital Budget: The Committee reviewed the proposed 2015 operating and capital improvement budget. Chief Auxier said this was submitted to both Mayors. He met with Mayor Kaufert but has not received any feedback at this time. He hasn't met with Mayor Merkes yet. The Committee to be updated if changes are made by the Mayors. Ald. Taylor requested a five-year plan of what it will cost to make upgrades and maintain the training prop. The Committee agreed with Ald. Taylor's request as they felt this would help with planning future budgets. Chief Auxier said he would develop a plan and bring this back for review.

Parliamentary Procedure Seminar: The Committee reviewed the information from CA Captain.

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

Respectfully Submitted,

Tara Theisen  
Office Manager