

**NMFR Joint Finance & Personnel Committee**  
**Meeting Minutes**  
**May 24, 2016 – 5:30 p.m.**  
**Hauser Room – City of Neenah**

Present: Ald. Pollnow, Krautkramer, Keehan, Benner and Kunz

Excused: Ald. Stevenson

Also Present: Interim Chief Voss, Director Steeno, Deputy Director Handevitd and MA Theisen

Public: Ald. Boyette

Ald. Benner 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 meeting minutes from April 26, 2016. **MSC Pollnow/Keehan to approve the April 26, 2016 meeting minutes, all voting aye.**

Budget Report: The Committee reviewed the April 2016 budget report. **MSC Pollnow/Keehan to approve the April 2016 budget report and place on file, all voting aye.**

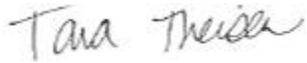
Monthly Activity Reports: The Committee reviewed the April 2016 activity and automatic aid reports. **MSC Pollnow/Keehan to approve the April activity and automatic aid reports and place on file, all voting aye.**

Boat Launch Fees: The Committee reviewed the information regarding the proposed boat launch fee increases by both Parks & Recreation Commissions. Ald. Kunz said there may be some concerns with breaking out specific fees and putting them into a trust fund versus back into the general fund. Ald. Keehan noted this is a unique situation and he didn't feel this was an issue. Ald. Pollnow said we do have other fees such as utility funds that go into specific funds. DC Voss said there have been questions about why there should be a special fund. He noted the equipment that we use is specialized for ice and water rescue services and the equipment is costly. We have a great partnership with Winnebago County who provides the boat for us to use. This fund will help maintain equipment that we can't predict would break and it's costly to repair and/or replace and we may not have the budget to replace this equipment at the time it breaks. Ald. Kunz said he overall agrees with the concept of this. However, the overall boat launch fees are very similar to other communities and the public doesn't know that they are paying for additional services that is provided by us. Ald. Steeno said these fees would help stabilize funding equipment that is now part of the operating budget. DC Voss said he can't speak for what has been done for the funding for the dive team for the past. However, we now have a service that we need to maintain and in the end it's all water rescue services. Our Department was asked to come up with another funding sources for our water rescue services to help maintain the budget. The fees will be collected by each City through the year. In January of the following year, each Finance Director will total up the monies collected and transfer this money into our fund. So we will be about a year behind before we can use the funds. Ald. Pollnow asked about the fee increase for this and if it affects reducing our tax levy. Director Steeno said the State had a specific fee structure for what this affects and she this wasn't part of this. Ald. Benner suggested each City look at adding a donation line for the boat launch fees and have this be another source of revenue for the fund. **MSC Pollnow/Keehan recommends the City of Neenah and City of Menasha Common Council's approve creation of the Water Rescue Trust Fund, administered by the City of Neenah on behalf of the Neenah Menasha Fire Rescue with funds received from the increased boat launch fees approved by the Park & Recreation Commissions of both Cities, as well as, other donations designated for water**

rescue services, shall be deposited into this trust account. Oversight of the Water Rescue Trust Fund shall be assigned to the Joint Finance & Personnel Committee, all voting

MSC Pollnow/Keehan to adjourn at 6:05 p.m., all voting aye.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Tara Theisen".

Tara Theisen  
Management Assistant