

NMFR Joint Finance & Personnel Committee
Meeting Minutes
September 27, 2016 – 5:30 p.m.
Hauser Room – City of Neenah

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

Excused: Ald. Stevenson

Also Present: Chief Kloehn, Director Easker and MA Theisen

Public: Mayor Kaufert, Jamie Leonard, Al Wroblewski and Greg Wroblewski

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

Public: Jamie Leonard, Local 275 President wanted to commend Chief Kloehn on how well things are going since he took over as Fire Chief. He noted there is an increase in communication and everyone appreciates how hard he is working.

Minutes: The Committee reviewed the June 28, 2016 meeting minutes. **MSC Pollnow/Keehan to approve the June 28, 2016 meeting minutes, all voting aye.**

Budget Report: The Committee reviewed the August 2016 budget report. Chief Kloehn noted that our biggest challenge at this time is our overtime budget and explained the multi issues that are contributing to this.

Ald. Pollnow asked if there is a reason why the budget report is reviewed on a monthly basis. A discussion was held on the history of this. The Committee agreed this report could be changed to be reviewed on a quarterly basis, and if there are any major budgetary issues that come up between the quarterly reviews, Chief Kloehn will bring this to their attention. **MSC Pollnow/Keehan to change the monthly budget review to a quarterly review to begin in October with September's month end report, all voting aye.**

MSC Kunz/Pollnow to approve the August monthly budget report and place on file, all voting aye.

Activity/Automatic Aid Report: The Committee reviewed the August activity and automatic aid reports. **MSC Pollnow/Keehan to approve the August activity and automatic aid reports and place on file, all voting aye.**

Highway 41 Response Agreement: The Committee reviewed the information on the temporary changes for response on Highway 41 for our Department and the Village of Fox Crossings Fire Department. This temporary change is due to the current construction project that have on/off ramps closures for construction. The Committee thanked Chief Kloehn for the update.

FEMA Grant Application: Chief Kloehn noted the new FEMA grant cycle will be opening soon. We will be submitting an application to replace our SCBA system that currently expires in 2019. At this time, this system is in the 2018 CIP budget for over \$368,275. The Committee thanked Chief Kloehn for the update.

2017 Budget Review: The Committee reviewed the proposed 2017 budget that was submitted to both Cities. Chief Kloehn noted he has been working with Directors Easker and Steeno to review the current budget and they helped make the changes to the budget that were outlined in his memo. Once this change was made budgetary adjustments were made when putting together the 2017 budget.

Chief Kloehn and DC Voss did meet with both Mayors and Finance Directors and did receive some direction on looking at making some changes to 2017's budget request.

Ald. Kunz commended Chief Kloehn for making the changes that he did and making the budget his "own". He asked Director Easker about the health insurance line item. Director Easker explained how health insurance line item and the health insurance reserve accounts budgets are handled and reviewed on an annual basis. Ald. Keehan asked if it is known what the plans will be for 2017. Director Easker said the City of Neenah is in the process of obtaining quotes and information should be coming out in the near future. He feels the current funding level for health insurance is appropriate.

Ald. Benner asked if anyone asked the union how they feel about the current health insurance plans to see if there is a potential changes for major election changes in 2017. L275 President Leonard noted that right now the union members have to wait to see what plans are offered and once that happens they compare this to their spouse's health insurance plan and then make a decision.

Ald. Pollnow asked about the budgeting of previous administration of giving back monies every single year. Chief Kloehn noted he feels he needs to be a good manager of the budget and use monies as appropriately and maintain equipment and vehicles and not delay maintenance of things so it costs more to repair.

Ald. Pollnow asked if there is a savings of one line item (i.e. health insurance reserves) can this be used for other line items within the budget. Director Easker noted budgets are put together to appropriately budget for each group and a practice is not allowed to transfer monies for something else. Ald. Benner noted Director Steeno has the same budgeting philosophy in the City of Menasha.

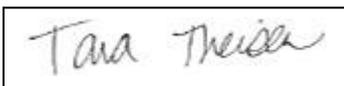
Ald. Kunz discussed the state of the overtime budget. He noted in the future there will be a large turnover in the department and feels there is a need to explore having people hired, and trained, before someone retires to reduce some of the use of the overtime budget. He would like to discuss succession planning at a future meeting. Ald. Benner agreed with this and feels we need to this process now. The Committee directed Chief Kloehn to put this on the next agenda as an item for discussion.

All members commended Chief Kloehn for the changes that were made for 2017's budget felt this was a good start. They asked for updates on the budget if any changes are made by both Mayors and noted this shouldn't wait until the next meeting.

Ald. Keehan asked if the vehicle in the CIP budget match what was outlined in the vehicle replacement cycle that the Committee previously reviewed. Chief Kloehn confirmed it did.

MSC Krautkramer/Pollnow to adjourn at 6:20 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen

Management Assistant