

NMFR Joint Finance & Personnel Committee
Meeting Minutes
April 26, 2016 – 5:30 p.m.
3rd Floor Council Chambers – City of Menasha

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

Excused: Ald. Krautkramer

Also Present: Chief Auxier, Director Steeno, AC Sipin and OM Theisen

Public: Ald. Boyette

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

Election of Chair: **MSC Pollnow/Kunz to nominate Ald. Stevenson as the Chair, all voting aye.**

Ald. Stevenson took over as Chair of the Committee.

Election of Vice-Chair: **MSC Keehan/Pollnow to nominate Ald. Benner as the Vice-Chair, all voting aye.**

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

Minutes: The Committee reviewed the meeting minutes from March 22, 2016. **MSC Pollnow/Benner to approve the March 22, 2016 meeting minutes, all voting aye.**

Monthly Budget Report: The Committee reviewed the March 2016 budget report. Ald. Benner asked if the Fire Chief's position was budgeted full time for the entire year. Chief Auxier confirmed it was. Ald. Pollnow asked if utilities were adjusted for the 2016 budget as the budgeted amount for 2015 were high. Chief Auxier confirmed this was adjusted. Ald. Pollnow asked if future budget reports could reflect what the previous year's usage was for each line item during the same time period. Chief Auxier said he would ask the City of Neenah Finance if they could change this report. **MSC Pollnow/Keehan to accept the March 2016 budget report and place on file, all voting aye.**

Activity and Automatic Aid Reports: The Committee reviewed the 1st quarter activity and automatic aid reports. **MSC Pollnow/Keehan to approve the quarterly activity and automatic aid reports and place on file, all voting aye.**

Consideration and Action of the Burn Building Upgrades: The Committee reviewed the memos from AC Sipin and Chief Auxier regarding the burn building upgrades. AC Sipin stated that he is looking to complete the 2nd floor of the building to make training more realistic for our staff. He is working on obtaining pricing for this and we will bring this information the next meeting for review. In the meantime, Chief Auxier said there is \$20,000 budgeted and we would like to move forward with replacing the concrete, burn panels and doors. Ald. Kunz asked if the budgeted dollars we have budgeted for the next couple of years will achieve the goals we have for this building. AC Sipin confirmed this.

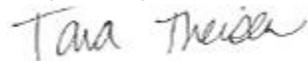
Ald. Pollnow asked about the manufacturer for the burn panels. AC Sipin noted that there is only one manufacturer for the type of the burn panels that we currently have in the burn building. There are other manufacturers for burn panels but these vendors have different systems. If we changed vendors, and systems, we would have to re-construct the entire building.

Ald. Benner asked if these structures are individually engineered, on a case-by-case basis, or if they are constructed by specific standards. AC Sipin said he didn't know if they were configured individually or if there are standard buildings. However, they do have to follow specific NFPA standards. When gathering pricing for the upgrades that are needed, he did spec out a new building at the same time. However, the cost for a new building is much higher and he didn't feel he could justify the cost for a new building at this time. Ald. Benner asked if the integrity of the build is dependent upon purchasing burn panels from the same manufacturer. AC Sipin stated if we purchase panels from another manufacturer they will not guarantee their product and it may affect the integrity of the building. **MSC Ald. Benner/Keehan recommends the City of Neenah and City of Menasha Common Council approve Fischer-Ulman construction for the concrete repairs for \$2,888.00, Tri-City Glass & Door to replace and install the doors for \$2,855.00, to purchase new burn panels, and related equipment, from WHP Training Towers for \$8,430.00 for a total cost not to exceed \$14,173.00, all voting aye.**

Consideration and Action on Smoke Detector Program Fee for the City of Menasha and Adopting City of Neenah Resolution #2016-23: Chief Auxier requested this item be tabled until the next meeting as CA Godlewski and CA Captain haven't had the ability to discuss this item. The Committee requested additional information on how many houses we have installed smoke alarms in since receiving the grant, an estimate of how many smoke alarms we would install each year, the anticipated yearly cost and the budget line item that the funding for the detectors would come from if we are not able to obtain donations for this program. **MSC Ald. Benner/Keehan to postpone this item until the next meeting, all voting aye.**

MSC Chief Auxier/Benner to adjourn at 6:15 p.m., all voting aye.

Respectfully Submitted,



Tara Theisen

Management Assistant