



Memorandum

TO: NMFR Joint Finance and Personnel Committee

FROM: Vernon A. Green, Assistant Chief / Fire Marshal

DATE: June 23, 2016

RE: NMFR Smoke Detector Program

In 2012, Neenah-Menasha Fire Rescue (NMFR) was awarded a Fire Prevention & Safety Grant through the Assistance to Firefighter's FEMA Grant to install 125 smoke alarms in owner occupied single family homes within our Communities. We are proud to say that we have installed all of the 125 detectors provided by the FEMA grant. The grant program clearly delineated an issue with the need for smoke detectors in homes throughout our community.

Smoke alarms significantly reduce the risk of injury or death from fire and the toxic by-products produced by fires by providing early warning to the residents. In the past few years, there have been multiple deaths in residential fires throughout NE Wisconsin. Many of these homes did not have proper working smoke detectors to alert the residents.

As a result of the FEMA grant program, and the obvious need for adequate early warning of fires in single family homes, NMFR has chosen to develop an ongoing smoke detector program that will help provide smoke detectors to *individual homeowners* on an as needed basis. The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their owner occupied homes.

When NMFR responds to a medical call and/or other incident at a *single family owner occupied home*, and we find that the home does not have working smoke detectors, NMFR will provide up to three detectors as needed, promoting a safer living environment to assist the homeowners.

This program is not however intended to support landlords and/or residential rental property owners. Wisconsin State Statute 101.145 *requires* rental property owners/landlords to provide and maintain properly installed working smoke detectors in all residential rental properties under their ownership/management.

In the interest of fire and life safety for residents in rental properties, NMFR does not feel comfortable leaving a residential property without proper working smoke detectors. As previously stated, the landlord/owner of a residential rental property is responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we are proposing that we will install smoke detectors as needed to provide an immediate safer living environment for the occupants of the residence. The property owner/landlord, will be billed for the cost of the smoke detectors, and NMFR personnel time to install the smoke detector devices, at a rate of \$30.00 per device. Included with this memo, please find a copy of NMFR Policy #906 as well as written correspondence to be provided to all rental property owners on record within the Cities of Neenah and Menasha.

Neenah City Attorney Jim Godlewski and Menasha City Attorney Pam Captain, have both reviewed this proposal and have approved our request to move it forward to the NMFR Joint Finance and Personnel Committee for approval prior to presenting to City Councils for final approval. City Attorney Jim Godlewski has provided a resolution (attached) for the city of Neenah to modify the fee schedule providing the appropriate fees for the City of Neenah. City Attorney Pam Captain has provided a proposed change (attached) to Menasha city code adding paragraph (f) to SEC. 5-3-3.

I also want to mention that I have met with Ryan Roth (Community Development Manager, Greater Fox Cities Area Habitat for Humanity) regarding the Rock the Block ® programs for Neenah and Menasha. NMFR is working closely with Ryan to assist his organization with the Rock the Block ® program as homes in the designated areas are identified as needing smoke detectors. NMFR has committed to providing roughly 25 smoke detectors for the Rock the Block ® program in each community.

I respectfully request your support with this program and request a motion to move this program through to the city councils for final approval in accordance with the provided language from Neenah City Attorney Jim Godlewski and Menasha City Attorney Pam Captain.

An appropriate motion would be for the NMFR Joint Finance and Personnel Committee to recommend that the City of Neenah approve resolution #2016-25 amending the fee schedule of the City of Neenah to provide for a residential smoke detector fee, also that the City of Menasha approve the proposed ordinance change to Menasha ordinance Sec 5-3-3 to impose a special charge.

Respectfully,



Vernon A. Green

Assistant Chief / Fire Marshal



RESOLUTION NO. 2016-25

A RESOLUTION AMENDING THE FEE SCHEDULE OF THE CITY OF NEENAH TO PROVIDE FOR A RESIDENTIAL RENTAL PROPERTY SMOKE DETECTOR FEE

WHEREAS, by Resolution #7185, the Common Council adopted a uniform fee schedule; and,

WHEREAS residential rental property are required to provide smoke detectors on the rental property premises pursuant to Wis. Stat. §§ 101.145 and 101.645; and,

WHEREAS when Neenah Menasha Fire Rescue personnel are called to a rental property without mandated smoke detectors, they are authorized to install smoke detectors for a fee;

NOW THEREFORE, BE IT RESOLVED BY THE COMMON COUNCIL OF THE CITY OF NEENAH, WISCONSIN this 20th day of July 2016, that the uniform fee schedule established by Resolution #7185, as amended, is further amended by providing for a \$30 per smoke detector fee for all smoke detectors installed by NMFR personnel as required by law. Fees not listed remain unchanged.

FEE TYPE	FEE	BASIS	STATUTE NO.	ORD/RES/CODE
Fire Smoke Detector Installation	\$30	per detector	§§101.145	§§101.145

Recommended by: **Joint Fire Finance and Personnel Committee**

CITY OF NEENAH, WISCONSIN

Moved: _____

Dean R. Kaufert, Mayor

Passed: _____

Patricia A. Sturn, City Clerk

ORDINANCE O-6-16

AN ORDINANCE AMENDING TITLE 5, CHAPTER 3 OF THE CODE OF ORDINANCES
(Smoke Detectors)

INTRODUCED BY _____

The Common Council of the City of Menasha does hereby ordain as follows:

SECTION 1: Amend Title 5, Chapter 3, SEC 5-3-3 of the Code of Ordinances of the City of Menasha, Wisconsin as follows:

SEC. 5-3-3 SMOKE DETECTOR REQUIREMENT.

...

- (f) If Neenah-Menasha Fire Rescue responds to a non-owner occupied residential property and finds that properly installed working smoke detectors are not present, it will install smoke detectors as needed and the property owner will be responsible to pay the cost, as determined by the Common Council, imposed as a special charge pursuant to §66.0627, Wis. Stats. Notice of the special charge shall be mailed to the last-known address of the owner of the parcel and shall be payable within thirty (30) days after billing. Any charge not paid on or before the next succeeding November 15 shall be placed upon the tax roll for collection as other special municipal taxes.

SECTION 2: This amending Ordinance shall take effect upon passage and publication as provided by law.

Passed and approved this _____ day of _____, 2016.

Donald Merkes, Mayor

ATTEST:

Deborah A. Galeazzi, City Clerk



Neenah-Menasha Fire Rescue

Office of Assistant Chief / Fire Marshal Vernon A. Green

April 20, 2016

Property Owner
Residential Property
City of Neenah and/or City of Menasha

Property Owner/Manager,

This correspondence is to advise you that Neenah-Menasha Fire Rescue (NMFR) has a smoke detector program in place that will help provide smoke detectors to *individual homeowners* on an as needed basis. The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their *owner occupied homes*.

If NMFR responds to a medical call and/or other incident at a single family owner occupied home, and we find that the home does not have working smoke detectors, NMFR will provide detectors as needed, promoting a safer living environment to assist the homeowners.

As a rental property owner/landlord, it is required under Wisconsin State Statute 101.145 that you provide and maintain properly installed working smoke detectors in all residential rental properties under your ownership/management.

Therefore, let this correspondence serve as notice that, as the landlord and/or owner of a residential rental property in the City of Neenah and/or the City of Menasha, you are responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we will install smoke detectors as needed to provide a safer living environment for the occupants of the residence. You, as the property owner/landlord, will be billed for the cost of the smoke detectors, and NMFR personnel time to install the smoke detector devices, at a rate of \$30.00 per device.

Please feel free to contact me directly at any time at 920-886-6201 with any questions, comments, or concerns.

Yours in Fire and Life Safety,

Vernon A. Green
Assistant Fire Chief / Fire Marshal
Neenah Menasha Fire Rescue



Neenah-Menasha Fire Rescue

Department Policy: Smoke Detector Program		
Policy #: 906	Section: 900	Author: AC Green
Issue Date: 3-1-16	Revision(s): 1	Pages: 2
Policy Source: Assistant Chief / Fire Marshal		Review Date: 1-1-17
Special Instructions:		

PURPOSE

The purpose of this SOG is to establish procedures for installing smoke detectors in residential properties within the Cities of Neenah and Menasha in accordance with the NMFR smoke detector program. The objective of the program is to provide smoke detectors, to single family owner occupied homes, in an effort to improve life safety in homes that are found to not have proper working smoke detectors installed.

POLICY

In the event that NMFR is dispatched to a residence for whatever reason, and we find that the home does not have proper working smoke detectors in place, the crew shall provide information to the residents of the home advising of the state law requiring smoke detectors in all residential properties.

PROCEDURE

If the residence is a Single Family Owner Occupied Home:

- Provide information about the NMFR smoke detector program
- Offer to install up to three smoke detectors in the home
- Complete the NMFR smoke detector installation form
- Properly install smoke detectors in the most appropriate locations
- Provide proper information to the home owner regarding the;
 - Importance of smoke detectors
 - Placement reasoning
 - Testing and operation of devices
 - 10 year battery life
- Forward completed SD installation form to fire prevention bureau

The intent of this program is to provide assistance to homeowners that do not currently have working smoke detectors in their *owner occupied homes*.

Rental Property or Non-Owner Occupied Homes

Wisconsin State Statute 101.145 requires rental property owners/landlords to provide and maintain properly installed working smoke detectors in all residential rental properties under their ownership/management.

The landlord and owner of a residential rental property is responsible for the installation and maintenance of smoke detectors. If NMFR responds to a residential property (single family or multi-family) that is not owner occupied, but rather a rental property, and we find that they do not have properly installed working smoke detectors, we will install smoke detectors as needed to provide a safer living environment for the occupants of the residence. The property owner/landlord, will be billed for the cost of the smoke detectors and NMFR personnel time to install the smoke detector devices.

If the residential property (single family or multi-family) is not owner occupied, but rather a rental property;

- Advise the residents of the requirements of SS 101.145
- Provide information about the NMFR smoke detector program
- Offer to install up to three smoke detectors in the home
- Complete the NMFR smoke detector installation form
- Properly install smoke detectors in the most appropriate locations
- Provide proper information to the home owner regarding the;
 - Importance of smoke detectors
 - Placement reasoning
 - Testing and operation of devices
 - 10 year battery life
- Forward completed SD installation form to fire prevention bureau

RESPONSIBILITY

Assistant Chief / Fire Marshal