



Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee

July 22, 2025 – 4:00 p.m.

City of Neenah – Hauser Room

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. June 24, 2025 (attached)
- IV. Call Summary Review (attached)
- V. Assistant Chief Hiring Update
- VI. Consideration and Action of Acceptance of State Funding for NMFR's Ground Improvements for the Training Grounds (attached)
- VII. Consideration and Action to approve entry into contractual order for a fire truck (attached)
- VIII. Consideration and Action to approve the proposed 2026 Cost Distribution Formula (attached)
- IX. Adjournment

In accordance with the requirements of Title II of the Americans with Disabilities Act (ADA), the City of Neenah and Menasha will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. If you need assistance, or reasonable accommodation in participating in this meeting or event due to a disability as defined under the ADA, please call **Tara Ellis 886-6200**, tellis@nmfire.org or the **City's ADA Coordinator at (920) 967-3608** at least 48 hours prior to the scheduled meeting or event to request an accommodation.

Amended
NMFR Joint Finance & Personnel Committee Meeting Minutes
June 24, 2025 – 4:00 p.m.
City of Menasha – Room #132

Present: Ald. Pollnow, Grade, Bruno Marshall and Borchardt

Excused: Ald. Perkins

Also Present: Chief Teesch, DC Krueger, Director Sassman and MA Ellis

Public: Stephanie Schott and Scott Becker

Ald. Grade called the meeting to order at 4:00 p.m.

Public Forum: Scott Becker asked about finding out more information on the training facility and enhancements. He asked what other municipalities have comparable facilities to what we have.

Approval of Minutes: The committee reviewed the April 22, 2025, meeting minutes. **MSC Pollnow/Bruno to approve the April 22, 2025, meeting minutes, and place on file, all voting aye.**

Call Summary: The Committee reviewed the call summary report through May 2025. **MSC Pollnow/Borchardt to approve and place the call summary report on file, all voting aye.**

Budget Report: The Committee reviewed the budget report through May 31, 2025. **MSC Borchardt/Pollnow to approve the budget report and place on file, all voting aye.**

Assistant Chief Hiring Update: Chief Teesch noted a second round of interviews was held with our Fire Commission. They requested an offer be made to a candidate and this will be done soon. Ald. Pollnow asked about the hiring qualification changes to the Firefighter position and asked if this was also for this position. Chief Teesch explained it wasn't and discussed the change.

Vehicle Repair Update: The Committee reviewed the memo regarding some large repairs bills that are higher than normal for some of our front-line engines. Right now, we are within budget for this line item. Ald. Borchardt asked if we continue to have internal firefighter/mechanics who have knowledge to repair items. Chief Teesch confirmed that that we do. These items are things they couldn't repair and had to send to an outside vendor. Ald. Pollnow asked if Chief Teesch has concerns if these repairs are higher than normal. Chief Teesch said some of the concerns he has with the long lead time of replacement vehicles as this is causing us to spend money to fix these vehicles. He wants to stay on top of the repairs to keep the trucks in working order. He will feel better once Engine 35 is replaced as we will be back on schedule with replacing vehicles when they should be. This is a communication to let the Committee know what is currently happening.

Consideration and Action of Insurance Settlement and Earnings for Fire Investigation Prop: The Committee reviewed the memo from Chief Teesch regarding the Training Grounds and prop. He also presented a PowerPoint on this topic to give a history of what happened and how this is separate from the Station 31 remodel. It just so happens that these two projects are happening at the same time. There will be bids sent out but they will be separate.

Station 31 is a Neenah-only funded project. The Training Tower project is a split cost between the two cities following the cost distribution formula in the merger agreement. Included in the training project is the fire investigation props. When these were damaged in the storm, we received an insurance settlement of \$59,966.42. This was minus a \$50,000 deductible. The original cost of the pods were funded entirely through donations from local companies. The intent of pods is for fire investigation training for our staff. Chief Teesch noted that instead of replacing the pods with another pod, he is looking to use the old training tower for investigations. This will save money on having someone demolish the old training tower but we will need some money to make these improvements. This training tower project is funded through AARPA fund grant from the County.

Discussion was held on estimate to replace the tower. Chief Teesch noted the AARPA grant is for \$1 million dollars with a 50% match. We have five years to complete this project from the award. The project didn't start right away so each City could budget appropriately for their share of the matching funds. Director Sassman noted each City has taken their portion of the matching funds and put this into their respective CIP budget for 2025 and 2026 as it was assumed it would take two years to complete this project.

Discussion was held on the insurance monies received from the burn pods. The storm happened in August of 2023. The insurance check was not received until 2024. Because the project to replace the burn pods was not completed in 2024, the money cannot continue to sit in this account unless acted upon. Neenah Finance said the money, and interest, has to be dispersed back to each City's general fund. The spirit of the grant, and the insurance claim for the pods since it was through donations remain with doing this project.

Ald. Grade said we have to decide what to do here. There are unknowns on cost. DC Krueger said we want to earmark the money for the purpose and if we can't redo the old tower it will go with the pods. We don't want to do the training tower project and then have no money to do the investigation pods, which was originally completed with donated money. Both Finance Directors do not have any issues with the proceeds being used to refurbish the tower. The AARPA funds interest should stay with offsetting the cost of the new training tower.

MS Borchardt/Grade recommends the Cities of Neenah and Menasha Common Councils authorize NMFR to retain the insurance settlement from the 2023 storm in the amount of \$59,966.42 and the interest earned on the \$500,000 designated for the training tower replacement, and to use those funds to construct fire investigation props in the existing training tower.

Amended motion MS Borchard/Grade to amend the motion to remove “the interest earned on the \$500,000 designated for the training tower replacement”, all voting aye.

Original motion re-stated as amended. MS Borchardt/Grade recommends the Cities of Neenah and Menasha Common Councils authorize NMFR to retain the insurance settlement from the 2023 storm in the amount of \$59,966.42 and to use those funds to construct fire investigation props in the existing training tower, all voting aye.

MSC Pollnow/Bruno to adjourn at 5:05 p.m., all voting aye.

Respectfully submitted,

Tara A. Ellis

Tara Ellis

Management Assistant



Neenah-Menasha Fire Rescue

125 E. COLUMBIAN AVENUE, NEENAH, WI 54956

Phone: 920-886-6200 Website: www.nmfire.org

NMFR Call Review

Monthly Summary Review						
Main Incident Type	Jan 2025	Jan 2024	Feb 2025	Feb 2024	Mar 2025	Mar 2024
Hazardous Condition (No Fire)	8	17	2	9	18	13
Service Call	7	16	13	12	10	9
False Alarm & False Call	39	35	29	27	24	32
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	2	0	0	0
Rescue & Emergency Medical Service Incident	195	228	244	239	208	169
Good Intent Call	20	24	20	16	19	17
Special Incident Type	0	1	0	0	0	0
Unknown	0	0	0	0	1	0
Fire	9	9	12	3	7	8
Total	278	330	322	306	287	248
Main Incident Type	April 2025	April 2024	May 2025	May 2024	June 2025	June 2024
Hazardous Condition (No Fire)	11	18	9	12	11	12
Service Call	10	12	22	8	17	33
False Alarm & False Call	20	27	28	31	30	36
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	0	0	0	0
Rescue & Emergency Medical Service Incident	180	200	213	192	227	189
Good Intent Call	26	16	24	18	15	14
Special Incident Type	0	0	2	1	0	0
Unknown	0	0	0	0	0	0
Fire	5	8	6	4	4	2
Total	252	281	304	266	304	286

Total calls January 1, 2025 through June 30, 2025: 1,766

Total Calls January 1, 2024 through June 30, 2024: 1,732

2024 Activity Review					
Main Incident Type	2024	2023	2022	2021	2020
Hazardous Condition (No Fire)	132	148	141	134	99
Service Call	189	195	187	177	204
False Alarm & False Call	399	386	329	314	266
Overpressure Rupture, Explosion, Overheat(no fire)	2	2	5	4	2
Rescue & Emergency Medical Service Incident	2524	2377	2336	2150	2039
Good Intent Call	215	197	101	74	65
Special Incident Type	7	9	17	33	48
Unknown	3	2	32	11	1
Fire	84	79	77	78	97
Total	3,555	3,395	3,225	2,975	2,821



Memorandum

TO: NMFR Joint Finance and Personnel Committee

FROM: Chief Teesch *TT*

DATE: July 14, 2025

RE: **Acceptance of State Funding for NMFR Training Ground Improvements**

BACKGROUND

Neenah-Menasha Fire Rescue (NMFR) has been awarded **\$200,000** in funding through the **State of Wisconsin's FY2025 appropriations process** to support the Training Grounds improvement project at Station #31. This investment represents a substantial commitment to enhancing regional public safety infrastructure.

The project, previously reviewed and supported by this Committee, includes construction of a new **NFPA-compliant training tower**, expanded fireground infrastructure, and repurposing of the existing tower into a fire investigation training space. Additional funding for this project has been provided through a \$500,000 allocation from the **Winnebago County Spirit Fund** and \$500,000 in cost shared contributions from the **Cities of Neenah and Menasha**.

REQUEST FOR ACTION

In accordance with the City of Neenah's **Grant and Donation Management Policy (Policy No. 2025-1)**, acceptance of an **unbudgeted grant exceeding \$25,000** requires approval by:

- Department Head (NMFR)
- Finance Director
- Mayor
- Committee of Jurisdiction
- Common Council

I respectfully request that the **Joint Finance & Personnel Committee recommend acceptance** of the \$200,000 state appropriation and forward the request to the **Common Councils of Neenah and Menasha** for formal approval.



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Deputy Chief Krueger/Truck Committee

DATE: July 16, 2025

RE: New Engine Purchase

The approved large capital replacement schedule includes the planned replacement of (1) Engine in 2029. The Truck Committee, under the directive established by NMFR Joint Finance on 2-12-25 focused attention on working with Pierce Mfg. to request design similarity to Engine 32 (the current vehicle on order). The Truck Committee, which is comprised and represented by all ranks of the department to ensure the vehicle needs are met, have worked over several months to put together a specification meeting the department operational needs, reducing options that have previously brought significant maintenance costs, all while enhancing the operations that are provided to the communities.

NMFR is requesting consideration and action to recommend that the City of Neenah and Menasha approve entry into contractual order of (1) Impel from Pierce Manufacturing through the Sourcewell Consortium. The apparatus and related equipment not to exceed \$1,250,000 and to authorize Financial Directors to review financing options and approve the most advantageous financial option for both cities for the apparatus final delivery anticipated in 4th quarter 2029.

Thank you for your consideration.

RELIANT FIRE APPARATUS, INC.

P.O. BOX 470 • SLINGER, WISCONSIN 53086 • PHONE (262) 297-5020



7/17/2025

Neenah-Menasha Fire Rescue
Shane Krueger
125 E. Columbian Ave.
Neenah, WI 54956

Proposal Detail: Reliant Fire Apparatus Proposal #1024 dated 7/17/2025 for (1) Pierce Impel, PUC-NG Pumper.

Dear Neenah-Menasha Fire Rescue,

Thank you for the opportunity to present this Proposal Detail to the Neenah-Menasha Fire Rescue. Attached you will find the completed proposal for the apparatus to be furnished. The pricing information for the Proposal Detail is as follows:

Pricing Summary:

Base Unit Price Prior to Payment Discount Options Detailed Below: \$1,108,863.00

Prepayment Option:

Should Neenah-Menasha Fire Rescue select to make payment of the unit prior to January 1, 2028, an advanced payment discount can be subtracted from the Base Unit Price, resulting in the following contract amount:

Base Unit Price Prior to Payment Discount:	\$1,108,863.00
Less Advanced Payment Discount:	\$86,717.00
Contract Purchase Price:	<u>\$1,022,146.00</u>

Sourcewell:

The pricing reflected includes the Consortium discount price which the truck is eligible for through Sourcewell. This discount will be clearly displayed and recognized on the Consortium workbook at the time of booking.

Terms and Conditions:

Pricing Validity – Pierce's next quarterly increase is scheduled for August 1st, 2025. A 1% increase is estimated in this proposal, due to contract being booked after July 31st.

Delivery – Unit(s) to be completed and prepared for final inspection within approximately 49.5-52.5 months from receipt and acceptance of contract or purchase order. Delivery lead time is based on current lead time at time of proposal. Lead time will be determined at time of contract/purchase order award.

Taxes – Any State, Federal, or local taxes are not included. If subject to taxes the amount will be added to the final invoice amount. For a tax-exempt purchase, the purchasing entity tax exempt form is required.

Freight – Delivery shall be F.O.B. Neenah, WI.

Payment Form – Payment to be made in the form of cash or check.

Payment Terms:

Base Option:

Payment due in full to Reliant Fire Apparatus, Inc. N10 days prior to final inspection at the Pierce Manufacturing, Inc. build location.

Prepay Option:

Payment due in full to Reliant Fire Apparatus, Inc. by January 1, 2028.

Said apparatus and equipment are to be built and shipped in accordance with the proposal hereto attached. Delays due to strikes, war, conflicts, pandemics, supply chain issues, or other causes beyond our control, could alter the delivery schedule.

The proposal herein contained shall form part of the final contract and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

This proposal for fire apparatus conforms with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of proposal, except for any items deemed to be “non-compliant” by the purchaser. All “non-compliant” items are detailed on the NFPA Statement of Exceptions included with the proposal.

We thank the Neenah-Menasha Fire Rescue for the opportunity to submit Reliant Fire Apparatus proposal #1024 to you. Should you have any questions or require any additional information, please do not hesitate contacting me directly, or contacting Reliant Fire Apparatus directly at (262) 297-5020.

Respectfully,

Dave Schneider
RELIANT FIRE APPARATUS, INC.
(920) 428-4675
dschneider@reliantfire.com



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Travis Teesch

DATE: July 17, 2025

RE: NMFR's 2026 Budget Formula

I've attached the proposed cost distribution formula for our 2026 budget for your review. I am requesting consideration and action to recommend the Cities of Neenah and Menasha Common Council's approved the proposed 2026 cost distribution formular with the City of Neenah's share at 60.82% and the City of Menasha's share at 39.18%.

If you have any questions, please feel free to contact me at 886-6201.

Thank you.

TT/te

Attachment

Neenah-Menasha Fire Rescue
Cost Distribution Formula for Budget Year 2026
Factors as of 12/31/24

Formula Item		Total	Proportionate Share	25% Weighted Factor	Weighted Share Neenah	Weighted Share Menasha
1.	Population Estimate - Neenah	27,611	59.67%	0.25	0.1492	
	Population Estimate - Menasha	18,662	40.33%	0.25		0.1008
	Population Estimate (a)	46,273	100.00%			
2.	Equalized Value (w/TIF) - Neenah (b)	\$ 3,338,645,400	64.12%	0.25	0.1603	
	Equalized Value (w/TIF) - Menasha (c)	1,868,265,000	35.88%	0.25		0.0897
	Equalized Value as of 1/1/24	\$ 5,206,910,400	100.00%			
3.	Service Calls - Neenah	2,177	61.08%	0.25	0.1527	
	Service Calls - Menasha	1,387	38.92%	0.25		0.0973
	Service Calls during 2024	3,564	100.00%			
4.	Square Miles - Neenah	10,770	58.41%	0.25	0.1460	
	Square Miles - Menasha	7,670	41.59%	0.25		0.1040
	Square Miles as of 12/31/24	18,440	100.00%			
Total Weighted Factors					0.6082	0.3918
Total Proposed Cost Distribution Formula - 2024 Factor for 2026 Budget					60.82%	39.18%
Previous Year Cost Distribution Formula					61.12%	38.88%
Increase (Decrease) from Previous Year					-0.30%	0.30%

a. Population estimates per the State of Wisconsin Department of Administration (DOA)

b. Neenah - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	\$ 3,336,645,400
Alliant Energy (Per WI Dept. of Administration)	2,000,000
	<u>\$ 3,338,645,400</u>

c. Menasha - Equalized Value

Equalized Value (Per Wisconsin Dept of Revenue)	1,827,432,700
UW-Fox Valley (Per WI Dept. of Administration)	40,832,300
	<u>\$ 1,868,265,000</u>