



Neenah-Menasha Fire Rescue

AGENDA

Neenah-Menasha Fire Rescue Joint Finance & Personnel Committee

June 24, 2025 – 4:00 p.m.

City of Menasha – Room #132

- I. Attendance
- II. Public Forum
- III. Approval of Minutes:
 - a. April 22, 2025
- IV. Call Summary Review (attached)
- V. Review of the Year-to-date budget report (attached)
- VI. Assistant Chief Hiring Update
- VII. Vehicle Repair Update (attached)
- VIII. Consideration and Action of Insurance Settlement and Earnings for Fire Investigation Prop (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.

NMFR Joint Finance & Personnel Committee Meeting

April 22, 2025 – 4:00 p.m.

City of Menasha – Room #132

Present: Ald. Bruno, Perkins, Pollnow and Borchardt

Excused: Ald. Grade and Ald. Marshall

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

Chief Teesch called the meeting to order at 4:01 p.m.

Election of Chair: MSC **Perkins/Borchardt to elect Ald. Grade as Chair, all voting aye.**

Election of Vice-Chair: MSC **Borchardt/Perkins to elect Borchardt as Vice-Chair, all voting aye.**

Ald. Borchardt took over the meeting

Public Forum: No members of the public were present.

Minutes: **MSC Pollnow/Bruno to approve the March 25, 2025, meeting minutes, all voting aye.**

Call Summary Review: The Committee reviewed the Call Summary review. **MSC Pollnow/Perkins to approve the call summary and place on file, all voting aye.**

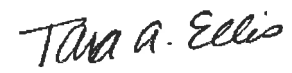
Review of Budget as of March 31, 2025: The Committee reviewed the budget through March 31, 2025. **MSC Pollnow/Perkins to approve the budget report as of March 31, 2025, and place on file, all voting aye.**

Consideration of Purchase of Small Vehicle Purchase: The Committee reviewed the information from Deputy Chief Krueger regarding consideration to purchase a used small pickup truck. Monies to purchase this would be from the EMS/FAP fund, which is an approved item that we can use these dollars for. Discussion was held on the small vehicle assignments for each station, what they are used for and budgetary replacement schedule. This vehicle would replace a vehicle that is an old squad car. We are requesting to move the timeline for replacing this older staff vehicle as it's not able to tow the new UTV trailer as the trailer is a double axel. The current reserve vehicle at Station 36 would be cycled out of the fleet. **MSC Pollnow/Perkins recommends the City of Neenah and City of Menasha authorize the purchase of a used light duty pick up truck for a cost not to exceed \$17,000 with funding to be from FAP money, all voting aye.**

Report

MSC Pollnow/Perkins to adjourn at 4:25 p.m., all voting aye.

Respectfully submitted,

A handwritten signature in black ink that reads "Tara A. Ellis". The signature is written in a cursive, flowing style.

Tara Ellis

Management Assistant



Neenah-Menasha Fire Rescue

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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		
Service Call	10	12	22	8		
False Alarm & False Call	20	27	28	31		
Overpressure Rupture, Explosion, Overheat(no fire)	0	0	0	0		
Rescue & Emergency Medical Service Incident	180	200	213	192		
Good Intent Call	26	16	24	18		
Special Incident Type	0	0	2	1		
Unknown	0	0	0	0		
Fire	5	8	6	4		
Total	252	281	304	266		

Total calls January 1, 2025 through May 31, 2025: 1,449

Total Calls January 1, 2024 through May 31, 2024: 1,435

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

PREPARED 06/11/25, 15:14:00
PROGRAM GA601L
REPORT NAME BS-FIRE

NEENAH MENSA FIRE RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
5/31/25 42% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Fire Department							
180-2301-712-01-01	Salaries	2,280,002	436,285	2,110,465	5,992,950	3,882,485	35
180-2301-712-01-04	Overtime Wages	103,113	19,638	102,778	220,000	117,222	47
180-2301-712-01-05	Reimbursement / Overtime	2,518-	880-	996-	10,000-	9,004-	10
180-2301-712-01-06	FLSA Overtime Wages	24,526	4,688	24,669	60,000	35,331	41
180-2301-712-01-10	Health Insurance	497,597	110,909	566,242	1,406,910	840,668	40
180-2301-712-01-11	Fringes	596,600	124,485	625,156	1,758,340	1,133,184	36
180-2301-712-01-15	Schools/ Seminars/ Training	15,551	6,414	13,518	30,000	16,482	45
180-2301-712-01-16	Test/ Certification for Eq	9,191	0	8,836	16,000	7,164	55
180-2301-712-01-17	Outfitting Allowance	34,869	473	34,441	42,000	7,559	82
180-2301-712-01-18	License Renewal	0	0	296	2,100	1,804	14
180-2301-712-01-25	Employee School Reimbursement	109	0	0	400	400	0
180-2301-712-01-28	Employee Recognition Awards	0	159	221	1,200	979	18
180-2301-712-02-02	Outside Printing	29	0	0	1,000	1,000	0
180-2301-712-02-03	Postage	153	24	184	1,000	816	18
180-2301-712-02-06	Advertising & Publication	0	0	0	200	200	0
180-2301-712-02-07	Dues & Memberships	355	0	522	1,600	1,078	33
180-2301-712-02-09	Maintenance of FFESGBA	4,276	642	3,030	10,250	7,220	30
180-2301-712-02-10	Maintenance of Computer Hardware	0	0	0	1,000	1,000	0

180-2301-712.02-11	Mai nt of Q her Equip ment	978	270	1,627	5,000	3,373	33
180-2301-712.02-13	Mai nt of M t or Vehi cles	31,995	16,405	33,144	125,000	91,856	27
180-2301-712.02-14	Mai nt of Buil dings	1,617	820	1,389	15,000	13,611	9
180-2301-712.02-15	Mai nt of Radi o Equip ment	0	0	254	1,000	746	25
180-2301-712.02-16	Mai nt of Operati ng Equip	1,559	114	765	4,000	3,235	19

PREPARED 06/11/25, 15:14:00
PROGRAM/GA601L
REPORT NAME BS-FIRE

NEENAH MEMPHIS FIRE RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
5/31/25 42% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024	CURRENT	2025	2025	2025	BLD % USED
		Y-T-D ACTUAL	MONTH- EXPEND	Y-T-D ACTUAL	ADJUSTED BUDGET	REMAINING BALANCE	
180-2301-712 02-18	Maint of Software	37,196	2,860	51,467	96,500	45,033	53
180-2301-712 02-21	Telephone	544	0	394	1,220	826	32
180-2301-712 02-22	Electricity	15,104	3,901	14,988	54,840	39,852	27
180-2301-712 02-23	Natural Gas	10,375	3,314	16,968	27,530	10,562	62
180-2301-712 02-24	Water & Sewer	3,885	504	3,266	13,100	9,834	25
180-2301-712 02-26	Stormwater	934	161	1,016	3,610	2,594	28
180-2301-712 02-27	Cable Telephone	6,140	160	5,840	17,000	11,160	34
180-2301-712 02-32	Auditing Services	0	0	0	2,430	2,430	0
180-2301-712 02-36	Citizenside Services	5,040	1,154	5,042	15,000	9,958	34
180-2301-712 02-37	Pest Control	125	7	7	400	393	2
180-2301-712 02-38	Professional Services	15,673	0	25,925	41,000	15,075	63
180-2301-712 02-41	Tree Planting & Landscape	0	0	0	1,000	1,000	0
180-2301-712 02-42	Permits	0	0	0	0	0	0
180-2301-712 02-46	Liability Insurance	29,602	3,772	34,134	31,700	2,434	108
180-2301-712 02-47	Auto Physical Damage Ins	24,022	0	27,116	21,810	5,306	124
180-2301-712 02-50	Maint of Training Tower	12,651	0	0	2,500	2,500	0
180-2301-712 02-52	Rental of Equipment	158	0	169	1,400	1,231	12
180-2301-712 02-54	Printer / Copies	582	0	628	3,720	3,092	17

180- 2301- 712 02-55 Nbenah C t y I / S S e r v i c e s	49, 375	8, 942	44, 708	107, 300	62, 592	42
180- 2301- 712 02-56 Nbenah C t y F i n a n c e S e r .	11, 979	2, 475	12, 375	29, 700	17, 325	42
180- 2301- 712 02-57 Nbenah C t y H R S e r v i c e s	30, 188	6, 238	31, 188	74, 850	43, 662	42
180- 2301- 712 02-58 G S S e r v i c e s / I n t e r n a l	5, 792	1, 197	5, 983	14, 360	8, 377	42
180- 2301- 712 02-62 P u b l i c R e l a t i o n s / S e r v i c e s	1, 780	513	1, 132	8, 000	6, 868	14

PREPARED 06/11/25, 15:14:00
PROGRAM 0601L
REPORT NAME BS F F E

NEENAH MEYSA FIRE RESCUE
MONTH-END DEPARTMENT BUDGET REPORT
5/31/25 42% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024	CURRENT	2025	2025	2025	BLD % USED
		Y-T-D ACTUAL	MONTH- EXPEND	Y-T-D ACTUAL	ADJUSTED BUDGET	REMAINING BALANCE	
180-2301-712 02-93	Maint of Motor Veh/Fleet	0	0	0	0	0	0
180-2301-712 02-94	Oil and Fluids/Fleet	0	0	0	0	0	0
180-2301-712 02-96	Maint of Equipment/Fleet	0	0	0	0	0	0
180-2301-712 03-01	Office Supplies	1,483	106	820	2,250	1,430	36
180-2301-712 03-06	Cleaning/Janitor Supplies	5,552	1,185	5,377	17,000	11,623	32
180-2301-712 03-08	Books and Periodicals	213	83	1,399	3,200	1,801	44
180-2301-712 03-10	Gasoline & Oil	19,891	2,964	16,210	48,000	31,790	34
180-2301-712 03-19	Safety Supplies	1,252	0	0	4,500	4,500	0
180-2301-712 03-20	Small Tools	265	418	2,303	3,150	847	73
180-2301-712 03-25	Consumable supplies	730	0	287	3,300	3,013	9
180-2301-712 03-26	Photography Supplies	225	0	0	1,000	1,000	0
180-2301-712 03-33	All Other Supplies	1,035	53	1,102	3,800	2,698	29
180-2301-712 03-44	Small Equipment	1,033	107	2,292	15,000	12,708	15
180-2301-712 03-47	Small Computer Hardware	70	9	542	1,000	458	54
180-2301-712 03-48	Protective Equipment	72,804	911	5,202	10,000	4,798	52
180-2301-712 03-50	Training Supplies	425	0	0	6,000	6,000	0
180-2301-712 07-23	Fire Property Damage	0	0	0	0	0	0
180-2301-712 08-00	Mayor's Executive Adj	0	0	0	0	0	0
180-2301-712 81-08	Office Furniture & Equip	2,224	0	900	5,000	4,100	18

180-2301-712 81-13 Communication Equipment	866	173	585	12,000	11,415	5
180-2301-712 81-14 Computer Software Outlay	0	0	0	0	0	0
180-2301-712 81-15 Computer Hardware Outlay	629	0	9,468	13,600	4,132	70
180-2301-712 81-33 All Other Equipment	2,932	0	0	30,000	30,000	0
180-2301-712 81-49 Household Purchases	5,978	214	2,605	18,000	15,395	14

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024	CURRENT	2025	2025	2025	BUD % USED
		Y-T-D ACTUAL	MONTH EXPEND	Y-T-D ACTUAL	ADJUSTED BUDGET	REMAINING BALANCE	
* Fire		3,977,906	761,865	3,857,979	10,450,720	6,592,741	37

PREPARED 06/11/25, 15:14:00
PROGRAM 06001L
REPORT NAME BS F F E

NEENAH MEMORIAL FIRE RESCUE
MONTH END DEPARTMENT BUDGET REPORT
6/31/25 42% OF YEAR ELAPSED

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD %
Reg Spec Oper Resp Team							
180-2314-712-01-04	Overtime Wages	25,395	3,533	13,704	32,000	18,296	43
180-2314-712-01-05	Reimbursement / Overtime	28,325	12,251	13,351	26,500	13,149	50
180-2314-712-01-11	Fringes	6,312	0	7	8,500	8,507	0
180-2314-712-01-15	Schools/Seminars/Training	80	0	0	300	300	0
180-2314-712-02-16	Maintenance of Operating Equip	0	0	0	500	500	0
180-2314-712-03-20	Small Tools	0	0	0	250	250	0
180-2314-712-03-48	Protective Equipment	0	0	0	7,500	7,500	0
180-2314-712-03-50	Training Supplies	0	0	0	500	500	0
180-2314-712-81-33	All Other Equipment	0	0	520	750	230	69
* Reg Spec Oper Resp Team		3,463	8,718	866	23,800	22,934	4

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BLD % USED
Joint Fire Commission							
180-2320-712-02-03	Postage	0	0	0	0	0	0
180-2320-712-02-06	Advertising & Publication	0	0	0	1,000	1,000	0
180-2320-712-02-36	Outside Services	4,410	0	2,325	2,500	175	93
180-2320-712-02-61	Misc Expenditures	0	0	246	3,000	2,754	8
* Joint Fire Commission		4,410	0	2,571	6,500	3,929	40

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	2024 Y-T-D ACTUAL	CURRENT MONTH EXPEND	2025 Y-T-D ACTUAL	2025 ADJUSTED BUDGET	2025 REMAINING BALANCE	BUD % USED
Special Reserves & Escrow							
180-2326-712-01-01	Salaries	0	0	0	0	0	0
180-2326-712-01-10	Health Insurance	0	0	0	0	0	0
180-2326-712-01-11	Fringes	0	0	0	0	0	0
-----		0	0	0	0	0	0
* Special Reserves & Escrow		3,985,779	753,147	3,861,416	10,481,020	6,619,604	37
** Fire Department		3,985,779	753,147	3,861,416	10,481,020	6,619,604	37
*** Neenah Menasha Fire		3,985,779	753,147	3,861,416	10,481,020	6,619,604	37



Memorandum

TO: NMFR Joint Finance & Personnel Committee

FROM: Chief Teesch *TT*

DATE: June 24, 2025

RE: **Insurance Settlement & Interest Earnings for Fire Investigation Prop Rebuild**

Background

In August 2023, a severe storm damaged our fire investigation props located at the NMFR Training Grounds. These props—constructed from shipping containers—were designed to support internal and regional training efforts in fire scene investigation.

Following the storm, NMFR received an insurance settlement in the amount of **\$59,966.42** around the same time, we were also awarded **\$500,000** from the Winnebago County Spirit Fund to replace our training tower; those funds have since been transferred to our account and are currently earning interest.

The unexpected combination of the storm damage and the receipt of grant funding has created a unique opportunity: rather than rebuilding the investigation props, we propose **repurposing the existing training tower into permanent fire investigation rooms** once the new burn tower is completed. This approach is consistent with our long-term vision to consolidate, modernize, and better integrate our training infrastructure.

Request

In addition to the insurance funds, NMFR has held the \$500,000 designated for the training tower replacement project. While awaiting the completion of that project, those funds have accrued interest.

We are requesting the Committee's support to:

1. Authorize the retention of both the insurance settlement and the interest earned on the \$500,000.

2. Approve the creation of a designated internal account to hold and manage these funds within the NMFR budget.
3. Allow NMFR to apply these funds toward the construction/build-out of the fire investigation props within the old training tower structure, following completion of the new tower.

Rationale

- Fire investigation is a critical component of our training program and onsite training tools support continued excellence in scene analysis and fire investigations.
- The original fire investigation props were constructed using donated funds and grants. Repurposing the insurance settlement and interest earnings for this project ensures those funds continue to support their intended purpose.
- This plan directly supports NMFR's strategic goals and enhances our ability to maintain a top-tier ISO rating.
- The reuse of the old tower is a cost-effective solution that avoids putting up additional structures and eliminates the need to demolish the existing tower.

Next Steps

If supported by the Committee, this item will be brought before the Common Councils of both Neenah and Menasha for formal approval, as required by the NMFR Merger Agreement as a motion to: **recommend that the Cities of Neenah and Menasha 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 tower replacement, and to use those funds to construct fire investigation props in the existing training tower.**

Please let me know if further background or a site walkthrough would be helpful prior to committee discussion.