




CITY OF APPLETON

FIRE DEPARTMENT

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MEMORANDUM

January 8, 2022

To: Katie Van Zeeland, Chair – Safety & Licensing Committee and Common Council
From: Jeremy Hansen, Fire Chief
Cc: Ryan Weyers, Deputy Fire Chief
Re: Request to enter a contract with Purina Animal Nutrition, LLC for confined space services

The Appleton Fire Department (AFD) has extensive training and expertise in confined space entry and rescue. The AFD, in partnership with Purina Animal Nutrition, LLC., located in Little Chute, WI, desire to finalize a service contract that will support confined space training, entry stand-by, and emergency response.

The service contract was created with input from the Legal Services and Risk Management Departments of the City of Appleton. Some key points of the contract are:

- The AFD will receive \$300 per year to administer the contract.
- All costs will be reimbursed making it budget neutral.
- As required by OSHA of Purina, annual confined space rescue drills would be held at Purina.
- Members of the AFD will perform annual training in real-world venues and locations.
- Without the contract, the City of Appleton could not recover costs associated with a mutual aid request.

The contract covers emergency response and standby operations during scheduled confined space entries by Purina employees to support their operations. In the event of an emergency, AFD would be requested by the Authority Having Jurisdiction (AHJ), Little Chute Fire Department, and AFD would work under the command of the Little Chute Fire Department. This is mutually understood between both fire departments.

In the event of a confined space stand by, AFD will hire staff on overtime to be on site with an appropriate equipment to provide the service, as defined by OSHA, and required of Purina for this type of work. This service will not impact our daily staffing or the response capability in the City of Appleton

Lastly, this contract has a provision to be revoked at any time by either party.

If you have any questions or concerns, please do not hesitate to contact me at (920) 832-5810. Thank you for your consideration.