

Holmen Area Fire Commission Meeting Minutes: May 2, 2024
Meeting Location: Town of Holland Town Hall - Holmen, WI 54636

CALL TO ORDER:

The meeting was promptly called to order by Chairman Barry Ploessl at 6:30 pm.

THE PLEDGE OF ALLEGIANCE WAS RECITED.

ROLL CALL:

Present: Patrick Brockman, Town of Holland; Neal Forde, Village of Holmen; John Miller, Town of Holland; Barry Ploessl, Village of Holmen.

Also Present: Ryan Ostreng, Fire Chief; Nicholas Meinertz-FF/EMT, along with supporting family and friends; Travis Wills FF/EMT, along with supporting family and friends. Also in attendance were a handful of supportive HAFD personnel.

Special event--HAFD Staffing and Personnel:

Nicholas Meinertz and Travis Wills were in attendance for a special ceremony and recognition. With respect to this, item 5b on the agenda was moved forward in the meeting.

With a motion by Commissioner Miller, and a second by Commissioner Brockman, the swearing in and pinning ceremonies were pulled ahead in the meeting. This motion was unanimously approved.

Chairman Ploessl facilitated the swearing in of Nicholas Meinertz as Probationary Firefighter. Chief Ostreng facilitated the pinning event. Travis Wills has completed his probationary period. Chief Ostreng facilitated a pinning event in which the Probationary badge was replaced by his new shield.

APPROVAL OF MINUTES:

The minutes of the April 8, 2024 meeting were reviewed by the commissioners. A motion was made by Commissioner Forde with second by Commissioner Brockman to approve the minutes. This motion was unanimously approved.

RESIDENT OR EMPLOYEE CONCERNS/COMMENTS:

There were none presented.

FIRE ADMINISTRATION REPORT:

Chief Ostreng was not able to do a full report due to software transition. However, he recalled that we had 85 calls for April.

Candidate #1 from previous interviews was offered a position but declined the offer. Candidate #2 has been offered a position and is working through all the necessary conditions. Tentative start of July 2, 2024.

COMMISSION CHAIR REPORT:

Chairmna Ploesl was not able to secure the information regarding term length for the respective commissioners. Chief Ostreng vowed to secure that information for the next meeting.

UNFINISHED BUSINESS:

See Review of HAFD Job Description below.

By way of a motion, this topic was moved on the agenda from new business to unfinished business.

Motion by Commissioner Miller, second by Commissioner Forde.

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REVIEW OF HAFD JOB DESCRIPTION:

Revisiting the HAFD Job description as listed. Chief Ostreng did not receive any feedback from department leaders. Chief Ostreng made one very minor change to the document. Motion by Commissioner Forde, with second by Commissioner Miller, for the commissioners to do a more detailed review of the Job Description. This motion passed by unanimous vote.

Note 1- Full Job Description document was included with the meeting agenda.

Note 2-The intent is for the commissioners to spend time reviewing this document before the next meeting. Please bring forward comments, ideas, suggestions after further review.

NEW BUSINESS:

Budgetary discussions in the Town and Village will be taking place soon.

CLOSED SESSION:

No Closed Session was needed.

RECONVENE IN OPEN SESSION:

N/A

NEXT REGULAR MEETING: June 17, 2024 at 6:30pm at Town of Holland Hall.

ADJOURN:

A motion was made by Commissioner Brockman, with a second from Commissioner Forde to adjourn. This motion passed with a unanimous yes voice vote. The meeting adjourned at 7:31 pm.

Minutes taken and published by John Miller, Commission Secretary