



# Holmen Area Fire Department

## FIRE BOARD

## AGENDA

710 South Main Street  
Holmen, WI 54636  
www.holmenfire.com

**Date/Time:** Tuesday October 15, 2024 @ 6:30 pm  
**Location:** Town of Holland Town Hall, Holmen, WI, 54636

The Holmen Area Fire Board of Directors will hold a regular meeting on **October 15, 2024 at 6:30 pm** at the **Town of Holland Town Hall**.

All items on the agenda indicate items for discussion and possible action.

The agenda for the meeting is as follows:

- 1.) Chair to call the meeting to order
- 2.) Pledge of Allegiance
- 3.) Roll Call
- 4.) Approval of Meeting Minutes
  - a. 08/29/2024
  - b. 09/24/2024
- 5.) Resident or Employee Concerns/Comments

*The Commission may receive information from the public and department employees, but reserves the right to limit the time that the public/employee may comment, as well as the right to limit the degree to which members of the public and employees may participate in the meeting.*
- 6.) Financial Review (Treasurer)
  - a. 2024 Balance Sheet
  - b. LGIP
  - c. Profit and Loss - Budget versus Actual
  - d. Check Detail
  - e. Approval of Quotes and Invoices
  - f. Special Topics
  - g. Donations
- 7.) Fire Administration Report (Chief Ostreng)
  - a. September 2024 Incident/Activity Report
  - b. Fire Administration Report
  - c. Staffing/Personnel Updates
  - d. Fleet update
  - e. General
- 8.) Fire Commission Report (Chief Ostreng)
- 9.) Future Fire Station Study
- 10.) 2025 Budget Draft
- 11.) Command Vehicle Replacement Status



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- 12.) Coffee with the Fire Chief discussion
- 13.) Announcement and Future Agenda Items
- 14.) Next Regular Meeting – 11/19/2024
- 15.) Adjourn



Date Notice Emailed: 10/11/2024

Notices Posted: 10/11/2024

**Notices Emailed To:**

<b>Holmen Are Fire Assoc. Board</b>	<b>Town/Village</b>	<b>Media</b>	<b>Posted</b>
Jeff Herlitzke - Holland (President)	Marilyn Pedretti	Holmen Courier	Holmen Area FD
Doug Jorstad - Holmen (Secretary)	Rhonda Hesselberg	La Crosse Tribune	Town of Holland
Travis Elam - Holmen	Scott Heinig	La Crosse Radio Group	Village of Holmen
Rick Hauser - Holland	HAFD Members/IAFF L127	WXOW	Holmen USPS
Bob Stupi – Holland (Alternate)	HAFD Admin	WKBT	Holmen Library
Micah Wyss - Holmen (Alternate)		WIZM	www.holmenfire.com
		FOX2548	

**DRAFT MINUTES****Subject To Change Before Approval By The Holmen Area Fire Association Board****Holmen Area Fire District**

Meeting Minutes – August 29th, 2024

Jeff Herlitzke called the Holmen Area Fire District meeting to order at 6:30 pm on August 29<sup>th</sup>, 2024 at the Town of Holland Town Hall.

**Members Present:** Doug Jorstad (Holmen), Travis Elam (Holmen), Rick Hauser (Holland), Jeff Herlitzke (Holland)

**Alternates Present:** Micah Wyss

**Members Excused:** Jeff Herlitzke

**Also Present:** Ryan Ostreng (Fire Chief)

**Guests:** Fire department staff

**Pledge of Allegiance Recited****Approval of Meeting Minutes:**

Jorstad stated that he would like to see alternate members of the fireboard noted on future meeting notes. Motion by Jorstad, second by Hauser. Herlitzke abstained. Motion passed unanimously.

**Resident or Employee Concerns/Comments:**

None.

**Financial Review:**

Jorstad (Treasurer) presented a general fund summary.

Jorstad stated that for the financial year the department was at 57.6% of the budget.

Check detail was reviewed by the board. Jorstad noted the largest purchase was for new tires for one of the engines at Goodyear. Ostreng stated that nothing was notable and that checks presented were the standard recurring expenses.

Ostreng stated that the department applied and was awarded the Assistance to Firefighter's Grant (AFG). Ostreng stated that La Crosse was the one to submit the grant when they were previously overseeing the department. The total amount awarded is \$113,318.18 with HAFD contributing 10% for a total of \$11,331.81. Ostreng stated that when the grant was applied for, certain areas of the grant had to be specifically designated. Ostreng stated that roughly \$17,000 was designated for personal expenses and training, \$86,000 in equipment, and \$21,000 in supplies. Ostreng stated that he didn't believe he would be able to spend the total grant amount in the time allotted. Ostreng stated that he was requesting a waiver of the purchase policy of \$2500 for any items that were specifically for the grant. Ostreng stated he was concerned that waiting for board approval

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every month would result in lost opportunities. Jorstad asked where the \$11,331.81 would come from. Ostreng stated he intended to take it out of capital expenditures. Hauser asked what Ostreng planned on doing with the funds. Ostreng stated the department was in desperate need of new hoses, hazardous materials protection, hand tools, defibrillators, hazmat training and other training. Hauser asked when the department would be getting the money. Ostreng stated that it was a submittal process, and that the department would pay the cost upfront and then be reimbursed by the grant. Hauser asked if the funds for the grant were part of the proposed budget. Ostreng stated that it wasn't and that he intended to use capital funds. Ostreng stated that when he applied for an EMS grant last year that he was directed to pay for such things with capital expenditures. Hauser asked if the money from the grant would be coming in before the end of the year. Ostreng stated the grant funds end in February or March of 2025. Hauser asked what we would do with the money reimbursed from the grant if it was already allocated in the budget. Ostreng stated the reimbursement funds would go into the departments savings, because money does not get reallocated towards the budget. Elam asked if the department would be able to spend the money before the grant ended in 2025, and if there was enough in the 2024 budget to cover the cost of the expenditures while the department waited to be reimbursed. Ostreng stated that he did not intend to go overbudget, and that he would try to utilize the grant to its capacity. Ostreng stated that he would work with the department's accountant to allocate funds appropriately.

Herlitzke moved to temporarily waive the \$2,500 invoice approval threshold through the end of 2024, contingent upon the invoices being exclusively for supplies and equipment related to the AFG grant, with the understanding that the board would receive a list of potential items in advance, along with memos for any purchases made. Second by Jorstad. Motion carried unanimously.

#### **Fire Administration Report:**

Ostreng stated there were 98 calls for the month of July, down 3 calls from the previous year. Ostreng stated the department had a total of 634 calls year to date which is down 97 from the previous year. Ostreng stated the call volume is similar to 2020/2021. Ostreng stated there seems to be some discrepancies between La Crosse's ImageTrend and the department's ImageTrend software, but in general the numbers should be very close to actual calls.

Ostreng stated that the department is fully staffed, and that Monday night the Fire Commission welcomed McKay Wolsey to the department. Ostreng stated that there was a badge exchange for Miranda Antony and Davis Wilson. Ostreng stated that the employees have successfully completed their one-year probationary period and emphasized that all promotions require a mandatory one-year probation. Ostreng stated that it was his intention to assign unique badge numbers to all personnel, beginning with the department's first firefighter at its founding, up to the present, assuming records support it.

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Ostrenge stated that La Crosse decided to stop providing services for the department's vehicles. Ostrenge stated that La Crosse was previously giving us a good deal and now the department is transitioning to DeBauche. Ostrenge stated that the department has used DeBauche in the past for maintenance and that they could handle the department's needs. Ostrenge stated that any warranty issues with our engines would be handled by a different company. Hauser questioned if DeBauche was charging us the same rate as La Crosse. Ostrenge stated that DeBauche would be charging us more than La Crosse was previously. Ostrenge stated that La Crosse was mainly doing oil changes and chassis greasing for the engines. Ostrenge stated that DeBauche is used by a lot of fire departments in the area.

Ostrenge stated that engine 1 had its tires replaced and balanced at Goodyear. Ostrenge stated that engine 1 has had persistent door alarm codes firing since the department bought the vehicle. Ostrenge stated that the truck had previously been sent back to Reliant Apparatus for warrant and upon receiving the truck back fired the door alarms again. Ostrenge stated department staff attempted to fix the sensor issue and haven't had any problems since. Ostrenge stated that engine 1 lost a seal on one of the front tires and was leaking oil which resulted in sending the engine back to DeBauche for additional maintenance.

Ostrenge stated the department was able to do their water rescue training at the Holmen Aquatic Center. Ostrenge expressed his gratitude to the pool and stated that the department really enjoyed the opportunity.

Ostrenge stated the public education group was meeting next week to plan for an open house for fire prevention week. Ostrenge stated the department was also getting ready to be doing school visits soon.

Ostrenge stated that he will be meeting soon with the Onalaska fire chief, and the work group they selected, to discuss the next steps with the shared fire investigation group.

Jorstad reiterated previous comments on the necessity for a vehicle replacement plan and brought up the department's tender. Jorstad noted that the department was previously having issues with the vehicle and wanted an update on it. Jorstad stated that the board would like advanced notice on future vehicle replacement costs.

Ostrenge stated that, although the tender is fixed, it still needs to be replaced at some point and that it would be the departments next big expense. Ostrenge stated that he has the start of a vehicle replacement plan. Ostrenge stated that he is trying to get an apparatus group together to look at options and to get the vehicle replacement plan put together. Ostrenge stated that it was his intentions to start that early next year. Hauser questioned if the department could keep the tender and purchase a new one when the time came instead of replacing it. Ostrenge stated that he did not want to keep the current tender, and that the engines carry 2000 gallons of water on them and they are effectively a second tender. Ostrenge stated that when a fire call is responded to, a total of 4000 gallons of water is

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brought to the call between the engine and the tender. Jorstad inquired about the main issue with the tender and asked if it had to do with the tank or mechanical issues. Herlitzke stated the tender previously had a tank leak that was plastic welded in the past and hasn't had issues since. Ostreng stated there was also a frame issue.

#### **Fire Commission Report:**

Ostreng stated that the commission recently approved the job description for fire engineer. Ostreng stated that in the future there is a lot of content that can probably be removed from the description and that it should probably receive legal review as well. Ostreng stated the commission decided to terminate a paid-on-call staff, and that the department was down to only 2 paid-on-call staff for the time being.

#### **Future Fire Station Study:**

Ostreng stated that he met with Bob Stupi and Patrick Barlow today to review the 5 proposals that came in and that together they eliminated 2 of the proposals for consideration. Ostreng stated that a second round of interviews with the 3 remaining companies would happen next week and that by the next meeting a recommendation would be brought to the fire board for approval. Elam asked if Ostreng had received any cost estimates from the 3 companies. Ostreng stated that all 3 remaining proposals would be under \$30,000. Hauser asked if the Chief or the proposed companies had spoken to Onalaska about their fire station study. Ostreng stated that it was his intention to make that cooperation with Onalaska a talking point of the second round of the selection process.

#### **2025 Budget Draft:**

Board reviewed budge draft sheet provided.

Ostreng stated that the 2025 proposed budget included two drafts. Ostreng stated that draft 1 was shot down rapidly by Village Administrator Heinig. Ostreng stated that draft 2 was the response to the feedback on draft 1 after cutting lots of expenses. Ostreng stated that a lot of the increase in draft 1 was from an anticipated assistant fire chief position and lot of overtime for training. Ostreng stated that it was his intention to have his staff specialize in certain areas to distribute the departments workload. Ostreng provided an example of overtime training that was 18 hours that is required by ISO that every firefighter must meet the requirements for. Ostreng further stated that he intended to do more specialty training like water rescue, low angle rescue, and confined space training with the increase in budget for overtime in draft 1. Ostreng stated the assistant fire chief and additional overtime training were the main things that were cut from draft 2. Ostreng also stated that he would also have to cut the public education programs in draft 2. Jorstad questioned how far over budget draft 2 was based on the agreed upon contributions from the Village of Holmen. Ostreng stated the budget was roughly \$16,000 over budget still.

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Ostreng stated that with draft 2, each municipality would see an increase in cost of 9.2% in operational budget. Ostreng stated that the 2025 budget doesn't include funds from 2% dues to balance the budget. Ostreng stated that he hated the 2025 draft 2 budget and that it didn't move the department forward. Ostreng stated that there was no improvement path for employees that want to move up in the department and gain experience and knowledge.

Jorstad reminded the board that the both municipalities were impacted greatly when the Town of Onalaska decided to leave the Holmen Area Fire District. Jorstad stated that the Town of Onalaska's actions prevented the Village of Holmen from changing their referendum due to it already being approved by the state. Jorstad stated the Town of Onalaska made the decision to pull out of the HAFD contract 2 days before the vote on the referendum. Jorstad stated that had this not been the case, it would have been possible to increase funding for the department. Ostreng stated that the department needed to move on from that and that it need to look toward the future.

Herlitzke stated the Town of Holland board would need to review the budget and how much funding to put toward the 2025 HAFD budget. Herlitzke stated he agreed with the chief and thought the board needed to spend money to move the department forward. Herlitzke stated that the town was frustrated that fire district's budget was being dictated by one man. Herlitzke stated that every year the Town of Holland wants to put more money into the district but they can't. Herlitzke requested that the Village of Holmen representatives request more funding for the department from administrative staff and the rest of the board. Herlitzke stated the Village of Holmen is growing fast and will need more protection.

Ostreng asked if there was any mechanism to collect more funds from the new developments that are being created in the Village of Holmen. Ostreng stated that draft 1 of the budget was a lot, but he wanted to demonstrate the funds needed to grow the department. Hauser stated that one thing that would help the board, would be a white paper on the projected growth of the fire department and the needs of that department to meet the demands of the growing area. Ostreng stated that the future fire station study would answer some of those questions. Ostreng stated the department is currently operating well with 4 staff per shift, split in two, to cover medical calls if necessary. Ostreng stated that issues arise with larger structure fires. Ostreng stated that the department currently relies on mutual aid in these scenarios and is unable to cover medical calls during these times. Ostreng stated that, based on national averages, the district's number of firefighters per capita was only half of what it should be. Hauser stated that type of information needed to be presented before the district's boards. Ostreng stated that it was his intentions to put that type of information up on the HAFD website.

Jorstad asked if anyone knew what the Town of Onalaska transitioned to instead of the levy to fund their fire protection. Herlitzke stated that they went through the state and that the Town of Onalaska's residents pay a special tax to pay for their fire protection that isn't

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based on the levy. Herlitzke stated that because of this, there is no cap for what the town can charge residents for fire protection. Herlitzke stated there were various pros and cons of that solution and that Bob Stupi could provide additional information on the subject. Ostreng stated there is also a public safety supplemental tax but he was not very familiar with that solution. Ostreng also reminded the board that contract negotiation would be coming up soon.

Ostreng stated that he did not want to remove anything else from the 2025 draft 2 budget.

Elam questioned the proposed increase in the budget from 2024 to 2025, and noted an almost 20% increase in the draft 1 budget. Elam clarified that the comments about the budget from Village of Holmen's administrative staff were most likely from seeing the large increase in the budget so close to the Village's annual budget meeting. Elam stated that he would be alarmed to see a 20% increase in any budget. Elam stated that he understood where the increases were coming from, and that the only thing the Chief could do was ask for the increase in funding and deal with the result from the board. Elam suggested that moving forward there needed to be more communication between the Town of Holland and the Village of Holmen ahead of time. Elam stated that the early communication could hopefully get both communities on the same page for a specific percentage increase in funding. Elam stated that the needs of the communities are slightly different and noted the lack of fire hydrants in the Town of Holland as an example. Elam stated that these differences in the fire response only reinforce the idea behind agreeing on an increase sooner to meet the needs of both communities. Hauser reiterated that a growth plan would also help these discussions moving forward because the needs of the department would be clear.

Ostreng stated that he does want to create a strategic plan and that he had reached out to a handful of acquaintances regarding firms that could help develop a plan. Ostreng reiterated that such things could be delegated to an assistant fire chief if the position existed. Ostreng reiterated the size of his work load and the lack of time to accomplish everything on it by himself.

Herlitzke summarized the benefits of regionalization with more municipalities and suggested the board start having more discussions about this sooner rather than later so that the department could be funded by more than just the Town of Holland and Village of Holmen. Ostreng stated that with the new future fire station study the relationships between all of the local municipalities need to be reinvigorated so that all residents could benefit from a cooperative study. Ostreng gave an example of a different district that took 10 years to regionalize and stated that it wasn't a quick process. Ostreng stated that the department would see change over in the chief ranks in Onalaska and the Village of Holmen within 5 years. Ostreng gave a brief summary of what the structure of a regionalized department would look like.

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Herlitzke stated that it looked like an assistant fire chief wasn't in the budget for the coming year. Ostreng stated that it would be on the budget again for next year. Herlitzke asked if Ostreng would consider a part time assistant to help out with the administrative tasks. Ostreng stated that there were places he could use an administrative assistant, however an administrative assistant would need items such as a computer, desk, chair, etc. and the draft 2 budget was very tight and didn't have any wiggle room for another part-time employee.

Ostreng stated that he forgot to mention something about the budget the board needed to be aware of and that was the employee retirement sick accrual payout. Ostreng stated that in order for the department to safely cover this expense the budget has to include \$17,000 a year for the next 5 years before reducing the amount paid into that line item. Ostreng stated that per contract, department employees get 50% of accrual upon retirement. Ostreng stated that there were 3 employees that could be retiring in the next 3 to 5 years. Jorstad questioned if there was a cap on the total payout for employees. Ostreng stated he thought it was 1920 hours that could be paid out per employee. Jorstad stated that was almost a year's wages for a department employee. Ostreng stated the intended use for the payout is some sort of health savings account but that isn't something the department has established. Ostreng stated the department has only had one employee retire and they received a lump sum from their accrued hours. Ostreng stated that department staff earn 208 hours a year if they use none of them for sick leave or vacation. Ostreng stated that staff receives 8 hours per pay period and the chief receives 4 hours per pay period.

Elam asked about the \$80,000 the department borrowed from itself and where that was in the budget because it was previously discussed the department would pay itself back. Jorstad state there was a line item but it was for \$36,000. Ostreng stated that in addition to that the department had \$40,000 left over from the previous year's budget sitting in savings. Herlitzke stated that the department was in a good place to reimburse itself by next year, so there shouldn't need to be a line item for the repayment in the 2025 budget.

Hauser stated that he was concerned that the draft 2 budget reduced conventions and conferences from \$10,000 to \$2700. Hauser stated that there were very few things more important than training and education in a job like firefighting. Hauser stated he would like to see this area of the budget increase instead of decrease. Hauser asked if we could use some of the money from the AFG grant to cover these expenses so funding wouldn't have to be cut. Ostreng stated that wasn't possible because the AFG grant was very specific on what the funds could be allocated for and that the grant funds would run out before the majority of the conventions and conferences would take place. Ostreng stated there wasn't enough in the budget for such things and that he had 4222 hours of minimum staffing he was required to cover. Ostreng stated that just the minimum required staffing amounted to \$145,000. Ostreng stated the he also tries to account for training off shift which is also time and a half. Jorstad stated that the total cost of all the overtime is comparable to hiring an additional full-time employee. Jorstad stated it might make sense to hire more fulltime staff instead of paying the time and a half for overtime. Ostreng stated

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that he is looking at creating a floating captain position that could handle some of these issues and reduce the overtime cost. Ostreng stated that La Cross currently has a floating captain position that is working well for them.

Ostreng stated that he was on the fence about the command vehicle and is hoping the vehicle in total will come in around \$100,000. Ostreng stated that he still hoped to squeeze the vehicle in under capital expenditures instead of the proposed budget. Ostreng stated he could pay for part of the vehicle with 2% dues. Herlitzke stated that the Town of Holland still wanted to take out a loan for their portion of the vehicle. Jorstad stated that he talked to the Village of Holmen's administrator 2 months ago about the vehicle and what the administrator's opinion was of how to pay for the vehicle. Ostreng stated that he got the feeling there was a concern on the cost so he reached out to administrator Heinig as well. Ostreng stated that he was concerned he might lose the vehicle if it wasn't purchased in 2024. Herlitzke asked if the department was on a waiting list for the vehicle. Ostreng stated that he was on a waiting list. Ostreng stated that he could have picked up a ford already but wanted the capacity of a suburban as previously stated.

#### **Announcements and Future Agenda Items:**

Elam stated that he had not received an update on the MOU with the county for medical dispatch.

#### **Next Regular Meeting Date:**

Next regular meeting September 24th, 2024 at 6:30pm at Town of Holland Town Hall.

#### **Adjourn:**

Motion to adjourn Jorstad/Elam. Motion carried unanimously.

Minutes by Travis E. Elam, Secretary

HOLMEN AREA FIRE DEPARTMENT  
Profit & Loss Budget vs. Actual  
January through December 2024

ITEM 6a-c

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
2% Fire Protection Equipmnet	85,107.60	70,000.00	15,107.60	121.6%
Income-Budget	1,446,832.22	1,735,061.20	-288,228.98	83.4%
Capital /Reserve Income	43,750.00	50,000.00	-6,250.00	87.5%
Income-Interest	1,013.75			
Income-Interest-Special	10,217.66			
Donations/Grants	2,014.03			
<b>Total Income</b>	<b>1,588,935.26</b>	<b>1,855,061.20</b>	<b>-266,125.94</b>	<b>85.7%</b>
Expense				
CAPITAL EXPENDITURES				
2% Fire Protection Equipment Ex	3,895.85	10,000.00	-6,104.15	39.0%
Building -Capital Expenditures	4,075.45	20,000.00	-15,924.55	20.4%
EMS-Capital Expenditures	1,476.07	10,000.00	-8,523.93	14.8%
Fire-Capital Expenditures	7,435.00	20,000.00	-12,565.00	37.2%
<b>Total CAPITAL EXPENDITURES</b>	<b>16,882.37</b>	<b>60,000.00</b>	<b>-43,117.63</b>	<b>28.1%</b>
Wages				
SALARY/WAGES EXPENSE				
Employee Benefit Health	119,271.38	198,658.20	-79,386.82	60.0%
Employee Retirement Career	125,850.61	140,292.10	-14,441.49	89.7%
Insurance-DWD Compensation	0.00	5,203.37	-5,203.37	0.0%
Insurance-Life	985.98	3,592.46	-2,606.48	27.4%
Insurance-Work-Comp	13,679.21	30,000.00	-16,320.79	45.6%
Officer Salary	83,076.95	105,000.00	-21,923.05	79.1%
Salary	553,389.93	793,113.48	-239,723.55	69.8%
Salary -OT	178,824.65	132,142.86	46,681.79	135.3%
Acting Pay	985.00	1,260.00	-275.00	78.2%
FLSA	8,585.90	20,827.56	-12,241.66	41.2%
Holiday Pay	26,760.48	35,951.57	-9,191.09	74.4%
Parttime Wages	1,445.60	10,000.00	-8,554.40	14.5%
Payroll-Tax Expense	65,859.68	84,019.60	-18,159.92	78.4%
Capital Wage Reimbursement	0.00	36,000.00	-36,000.00	0.0%
<b>SALARY/WAGES EXPENSE - Other</b>	<b>3,622.67</b>			
<b>Total SALARY/WAGES EXPENSE</b>	<b>1,182,338.04</b>	<b>1,596,061.20</b>	<b>-413,723.16</b>	<b>74.1%</b>
Total Wages	1,182,338.04	1,596,061.20	-413,723.16	74.1%
BUILDING				
Building Maintenance/Repair	3,197.21	3,000.00	197.21	106.6%
Grounds Maintenance	1,327.33	3,000.00	-1,672.67	44.2%
Supplies	3,000.91	2,500.00	500.91	120.0%
<b>Total BUILDING</b>	<b>7,525.45</b>	<b>8,500.00</b>	<b>-974.55</b>	<b>88.5%</b>

DU TO CGIP #2  
CAPITAL SAVINGS  
ON BALANCE SHEET

TL  
10/14/24

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss Budget vs. Actual**  
January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>EMS</b>				
Lease/Air/Oxygen	933.67	650.00	283.67	143.6%
Repairs & Maintenance	0.00	250.00	-250.00	0.0%
Replacement-EMS	477.26	600.00	-122.74	79.5%
Supplies	2,327.35	4,000.00	-1,672.65	58.2%
Training	186.00	1,000.00	-814.00	18.6%
<b>Total EMS</b>	<b>3,924.28</b>	<b>6,500.00</b>	<b>-2,575.72</b>	<b>60.4%</b>
<b>FIRE</b>				
Professional Dues/Licenses	350.00	2,000.00	-1,650.00	17.5%
Fire Prevention/Pub Education	710.63	500.00	210.63	142.1%
Batteries	113.34	300.00	-186.66	37.8%
Conventions/Conferences	3,146.11	2,500.00	646.11	125.8%
Physicals	2,352.00	5,000.00	-2,648.00	47.0%
Repairs & Maintenance	3,636.74	3,000.00	636.74	121.2%
Replacement -Fire	1,808.01	2,000.00	-191.99	90.4%
Supplies	3,002.07	4,000.00	-997.93	75.1%
Testing/Insp	9.50	1,000.00	-990.50	1.0%
Training	1,536.69	5,000.00	-3,463.31	30.7%
Uniform Clothing	11,691.75	15,000.00	-3,308.25	77.9%
<b>Total FIRE</b>	<b>28,356.84</b>	<b>40,300.00</b>	<b>-11,943.16</b>	<b>70.4%</b>
<b>INSURANCE</b>				
Insurance-General	16,204.00	14,000.00	2,204.00	115.7%
<b>Total INSURANCE</b>	<b>16,204.00</b>	<b>14,000.00</b>	<b>2,204.00</b>	<b>115.7%</b>
<b>OFFICE</b>				
Consulting	0.00			
Human Resources/Business Support	12,578.70	15,000.00	-2,421.30	83.9%
Accounting Services	7,725.00	9,000.00	-1,275.00	85.8%
Attorney/Support	-402.50	3,000.00	-3,402.50	-13.4%
Computer Maintenance	11,260.47	10,000.00	1,260.47	112.6%
Office Software	13,733.90	18,000.00	-4,266.10	76.3%
Office Supplies	2,154.08	1,000.00	1,154.08	215.4%
Postage	136.00	200.00	-64.00	68.0%
Telephone/Cell-Phones/Internet	5,078.97	9,000.00	-3,921.03	56.4%
OFFICE - Other	991.03			
<b>Total OFFICE</b>	<b>53,255.65</b>	<b>65,200.00</b>	<b>-11,944.35</b>	<b>81.7%</b>
<b>UTILITIES</b>				
Electricity	8,336.39	14,000.00	-5,663.61	59.5%
Heating/Cooling	0.00	1,500.00	-1,500.00	0.0%
Water/Sewer/Runoff	3,298.13	4,000.00	-701.87	82.5%
<b>Total UTILITIES</b>	<b>11,634.52</b>	<b>19,500.00</b>	<b>-7,865.48</b>	<b>59.7%</b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss Budget vs. Actual**  
 January through December 2024

	Jan - Dec 24	Budget	\$ Over Budget	% of Budget
<b>VEHICLES</b>				
Fuel	8,282.93	25,000.00	-16,717.07	33.1%
Repairs & Maintenance	5,088.77	15,000.00	-9,911.23	33.9%
Testing/Inspection	14.98	1,000.00	-985.02	1.5%
Tire Replacement	2,360.33	4,000.00	-1,639.67	59.0%
<b>Total VEHICLES</b>	<b>15,747.01</b>	<b>45,000.00</b>	<b>-29,252.99</b>	<b>35.0%</b>
<b>Total Expense</b>	<b>1,335,868.16</b>	<b>1,855,061.20</b>	<b>-519,193.04</b>	<b>72.0%</b>
<b>Net Ordinary Income</b>	<b>253,067.10</b>	<b>0.00</b>	<b>253,067.10</b>	<b>100.0%</b>
<b>Net Income</b>	<b>253,067.10</b>	<b>0.00</b>	<b>253,067.10</b>	<b>100.0%</b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Balance Sheet**  
 As of October 18, 2024

	Oct 18, 24
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	463,581.09
Total Park Bank	463,581.09
LGIP-General Capital Savings	
LGIP- Capital Savings	42,646.42
LGIP -Operational Checking	1.89
LGIP-2% Dues Savings	228,251.13
LGIP-Scholarship Fund	0.37
LGIP- Special Events/Donations	24,525.91
Total LGIP-General Capital Savings	295,425.72
Total Checking/Savings	759,006.81
Total Current Assets	759,006.81
<b>TOTAL ASSETS</b>	<b>759,006.81</b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Life Insurance Payable EE	98.76
Nationwide Retirement Payable	1,669.34
WI Retirement Payable	11,193.97
Union Dues Payable	1,770.79
Payroll Liabilities	5,973.04
Total Other Current Liabilities	20,705.90
Total Current Liabilities	20,705.90
Total Liabilities	20,705.90
Equity	
Retained Earnings	472,799.94
Net Income	265,500.97
Total Equity	738,300.91
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>759,006.81</b>

*Reimburse me BT  
36,000.00*

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss**  
 January 1 through October 18, 2024

	Jan 1 - Oct 18, 24
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
2% Fire Protection Equipmnet	85,107.60
Income-Budget	1,446,832.22
Capital /Reserve Income	43,750.00
Income-Interest	1,013.75
Income-Interest-Special	10,217.66
Donations/Grants	2,014.03
	1,588,935.26
<b>Total Income</b>	<b>1,588,935.26</b>
<b>Expense</b>	
<b>CAPITAL EXPENDITURES</b>	
2% Fire Protection Equipment Ex	3,895.85
Building -Capital Expenditures	4,075.45
EMS-Capital Expenditures	1,476.07
Fire-Capital Expenditures	7,435.00
	16,882.37
<b>Total CAPITAL EXPENDITURES</b>	<b>16,882.37</b>
<b>Wages</b>	
<b>SALARY/WAGES EXPENSE</b>	
Employee Benefit Health	119,271.38
Employee Retirement Career	113,416.74
Insurance-Life	985.98
Insurance-Work-Comp	13,679.21
Officer Salary	83,076.95
Salary	553,389.93
Salary -OT	178,824.65
Acting Pay	985.00
FLSA	8,585.90
Holiday Pay	26,760.48
Parttime Wages	1,445.60
Payroll-Tax Expense	65,859.68
SALARY/WAGES EXPENSE - Other	3,622.67
	1,169,904.17
<b>Total SALARY/WAGES EXPENSE</b>	<b>1,169,904.17</b>
<b>Total Wages</b>	<b>1,169,904.17</b>
<b>BUILDING</b>	
Building Maintenance/Repair	3,197.21
Grounds Maintenance	1,327.33
Supplies	3,000.91
	7,525.45
<b>Total BUILDING</b>	<b>7,525.45</b>
<b>EMS</b>	
Lease/Air/Oxygen	933.67
Replacement-EMS	477.26
Supplies	2,327.35
Training	186.00
	3,924.28
<b>Total EMS</b>	<b>3,924.28</b>
<b>FIRE</b>	
Professional Dues/Licenses	350.00
Fire Prevention/Pub Education	710.63
Batteries	113.34
Conventions/Conferences	3,146.11
Physicals	2,352.00
Repairs & Maintenance	3,636.74
Replacement -Fire	1,808.01
Supplies	3,002.07
Testing/Insp	9.50

HOLMEN AREA FIRE DEPARTMENT  
**Profit & Loss**  
January 1 through October 18, 2024

	<u>Jan 1 - Oct 18, 24</u>
Training	1,536.69
Uniform Clothing	11,691.75
<b>Total FIRE</b>	<b>28,356.84</b>
<b>INSURANCE</b>	
Insurance-General	16,204.00
<b>Total INSURANCE</b>	<b>16,204.00</b>
<b>OFFICE</b>	
Consulting	0.00
Human Resources/Business Support	12,578.70
Accounting Services	7,725.00
Attorney/Support	-402.50
Computer Maintenance	11,260.47
Office Software	13,733.90
Office Supplies	2,154.08
Postage	136.00
Telephone/Cell-Phones/Internet	5,078.97
OFFICE - Other	991.03
<b>Total OFFICE</b>	<b>53,255.65</b>
<b>UTILITIES</b>	
Electricity	8,336.39
Water/Sewer/Runoff	3,298.13
<b>Total UTILITIES</b>	<b>11,634.52</b>
<b>VEHICLES</b>	
Fuel	8,282.93
Repairs & Maintenance	5,088.77
Testing/Inspection	14.98
Tire Replacement	2,360.33
<b>Total VEHICLES</b>	<b>15,747.01</b>
<b>Total Expense</b>	<b>1,323,434.29</b>
<b>Net Ordinary Income</b>	<b>265,500.97</b>
<b>Net Income</b>	<b>265,500.97</b>

HOLMEN AREA FIRE DEPARTMENT  
Check Detail  
October 7, 2024

ITEM 6d

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	17406	10/07/2024	LACROSSE AREA ...		Park Bank Checking	-1,210.08	-1,210.08
TOTAL					Union Dues Payable	-1,210.08	1,210.08
						-1,210.08	1,210.08
Check	17407	10/07/2024	ENGELSON & ASS...		Park Bank Checking	-865.00	-865.00
TOTAL					Accounting Services	-865.00	865.00
						-865.00	865.00
Check	17408	10/07/2024	FIRE SAFTEY USA		Park Bank Checking	-3,442.44	-3,442.44
TOTAL					2% Fire Protection E... Repairs & Maintena...	-2,265.95 -1,176.49	2,265.95 1,176.49
						-3,442.44	3,442.44
Check	17409	10/07/2024	MACQUEEN EMER...		Park Bank Checking	-480.00	-480.00
TOTAL					Repairs & Maintena...	-480.00	480.00
						-480.00	480.00
Check	17410	10/07/2024	MNSCO		Park Bank Checking	-278.88	-278.88
TOTAL					Building Maintenanc...	-278.88	278.88
						-278.88	278.88
Check	17411	10/07/2024	O'REILLY AUTO P...		Park Bank Checking	-16.98	-16.98
TOTAL					Repairs & Maintena...	-16.98	16.98
						-16.98	16.98
Check	17412	10/07/2024	RIVER CITY LAWN...		Park Bank Checking	-117.11	-117.11
TOTAL					Grounds Maintenance	-117.11	117.11
						-117.11	117.11

HOLMEN AREA FIRE DEPARTMENT  
 Check Detail  
 October 7, 2024

11:47 AM  
 10/07/24

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17413	10/07/2024	VILLAGE OF HOLM...		Park Bank Checking	-976.96	-976.96
TOTAL					Water/Sewer/Runoff	-976.96	976.96
Check	17414	10/07/2024	VISA		Park Bank Checking	-976.96	976.96
TOTAL					Park Bank Checking	-1,485.07	-1,485.07
					Office Supplies	-36.98	36.98
					Office Supplies	-0.37	0.37
					Grounds Maintenance	-28.37	28.37
					Building -Capital Ex...	-515.90	515.90
					Telephone/Cell-Pho...	-221.88	221.88
					Repairs & Maintena...	-180.00	180.00
					Fire Prevention/Pub ...	-492.07	492.07
					Testing/Insp	-9.50	9.50
TOTAL						-1,485.07	1,485.07
Check	17415	10/07/2024	VISION DESIGN G...		Park Bank Checking	-50.00	-50.00
TOTAL					Office Software	-50.00	50.00
Check	17416	10/07/2024	FLEIS INSURANCE		Park Bank Checking	-50.00	-50.00
TOTAL					Insurance-General	-16,407.00	16,407.00
						-16,407.00	16,407.00

## CALLS BY MONTH

	2017	-/+	2018	-/+	2019	-/+	2020	-/+	2021	-/+	2022	-/+	2023	-/+	2024	-/+
JANUARY	74	23	74	0	103	29	83	-20	83	0	113	30	92	-21	99	7
FEBRUARY	82	23	71	-11	80	9	71	-9	80	9	92	12	97	5	90	-7
MARCH	81	8	65	-16	107	42	64	-43	111	26	112	1	103	-9	84	-19
APRIL	90	23	87	-3	97	10	85	-12	104	19	122	18	130	8	83	-47
MAY	85	22	92	7	82	-10	70	-12	101	31	131	30	114	-17	83	-31
JUNE	76	-4	90	14	98	8	83	-15	88	5	91	3	94	3	97	3
JULY	79	0	98	19	80	-18	92	12	109	17	104	-5	101	-3	98	-3
AUGUST	82	-14	87	5	84	-3	97	13	125	28	104	-21	113	9	110	-3
SEPTEMBER	64	5	84	20	77	-7	90	13	113	23	128	15	97	-31	89	-8
OCTOBER	80	22	82	2	87	5	109	22	132	23	100	-32	120	20		
NOVEMBER	89	21	94	5	77	-17	106	29	94	-12	109	15	107	-2		
DECEMBER	64	-8	77	13	85	8	102	17	109	7	109	0	118	9		
<b>TOTAL</b>	<b>946</b>	<b>121</b>	<b>1001</b>	<b>55</b>	<b>1057</b>	<b>56</b>	<b>1052</b>	<b>-5</b>	<b>1249</b>	<b>176</b>	<b>1315</b>	<b>66</b>	<b>1286</b>	<b>-29</b>	<b>833</b>	<b>-108</b>

### CALL TYPES RESPONDED TO FOR SEPTEMBER

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
1 - Fire	1
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0
3 - Rescue & Emergency Medical Service Incident	58
4 - Hazardous Condition (No Fire)	3
5 - Service Call	8
6 - Good Intent Call	10
7 - False Alarm & False Call	9
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	0
	<b>89</b>



# Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



ITEM 7a2

## HAFD Incidents by Municipality

Report Pulled On: 10/14/2024

Incident Category	Total
<b>Municipality: City of Onalaska</b>	
6 - Good Intent Call	2
<b>Total: 2</b>	
<b>Municipality: Town of Holland</b>	
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	8
4 - Hazardous Condition (No Fire)	1
5 - Service Call	1
6 - Good Intent Call	1
7 - False Alarm & False Call	1
<b>Total: 13</b>	
<b>Municipality: Village of Holmen</b>	
3 - Rescue & Emergency Medical Service Incident	50
4 - Hazardous Condition (No Fire)	2
5 - Service Call	7
6 - Good Intent Call	7
7 - False Alarm & False Call	8
<b>Total: 74</b>	
<b>Total: 89</b>	

### Report Criteria

Municipality: Is In Bangor/Burns, Campbell, City of Onalaska, Farmington, Galesville, La Crescent, La Crosse, Medary, Shelby, Stoddard/Bergen, Town of Holland, Town of Onalaska, Trempealeau, Village of Holmen, West Salem

Agency Name: Contains Holmen

Basic Incident Date - Derived (Fd1.3): Is Equal To Last Month

### Description

This report is for the HAFD Board fire administration report and captures the incident for the previous month categorized by call type and grouped by municipality.



**Holmen Area Fire Department**  
710 South Main Street  
Holmen, WI 54636  
608-526-9363

**ITEM 9**

October 14, 2024

Mr. Robert Krzyzanowski  
Director of Emergency Services, Principal-in-Charge  
204 E. Grand Avenue, Suite 200  
Eau Claire, WI 54701


Dear Mr. Krzyzanowski,

This letter is to inform you that the Holmen Area Fire Department (HAFD) Board of Directors, with support from the Town of Holland and Village of Holmen governmental boards have selected Wendel Five Bugles Design to move forward with the HAFD facility needs assessment and station location analysis. We at HAFD are excited to be partnering with the experts at Wendel Five Bugles Design to not only help HAFD better meet our facility needs for today, but also position HAFD for success in the future commensurate with the continued growth of our served communities.

Sincerely,

A handwritten signature in black ink that reads "Ryan R. Ostreng". The signature is fluid and cursive, with a long horizontal line extending from the end.

Ryan R. Ostreng, Fire Chief  
Holmen Area Fire Department

 <b>HAFD BUDGET</b>	<b>2023 Budget Amended - 4 Person Minimum with CBA Settlement</b>	<b>2024 Adopted Budget</b>	<b>2025 Proposed Budget</b>	<b>% From 2024</b>
<b>Income</b>				
2% Fire Protection Equipment	\$63,000.00	\$70,000.00	\$80,000.00	
Income-Budget	\$1,622,683.00	\$1,735,061.20	\$1,885,061.00	8.6%
Capital /Reserve Income	\$50,000.00	\$50,000.00	\$50,000.00	
Income-Interest	\$0.00	\$0.00	\$0.00	
Income-Interest-Special	\$0.00	\$0.00	\$0.00	
Income-Misc	\$0.00	\$0.00	\$0.00	
Income-Permit	\$0.00	\$0.00	\$0.00	
Income-Grants and Donations	\$50,000.00	\$0.00	\$0.00	
<b>Total Income</b>	<b>\$1,785,683.00</b>	<b>\$1,855,061.20</b>	<b>\$2,015,061.00</b>	<b>8.6%</b>
<b>Expense</b>				
<b>CAPITAL EXPENDITURES</b>				
2% Fire Protection Equipment Ex	\$18,839.39	\$10,000.00	\$80,000.00	
Building -Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	
EMS-Capital Expenditures	\$10,000.00	\$10,000.00	\$20,000.00	
Fire-Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	
<b>Total CAPITAL EXPENDITURES</b>	<b>\$68,839.39</b>	<b>\$60,000.00</b>	<b>\$130,000.00</b>	<b>116.7%</b>
<b>OPERATING EXPENDITURES</b>	<b>\$1,716,843.61</b>	<b>\$1,795,061.19</b>	<b>\$1,885,061.00</b>	
<b>TOTAL EXPENDITURES</b>	<b>\$1,785,683.00</b>	<b>\$1,855,061.19</b>	<b>\$2,015,061.00</b>	
<b>TOTAL REVENUE</b>	<b>\$1,785,683.00</b>	<b>\$1,855,061.20</b>	<b>\$2,015,061.00</b>	
<b>NET</b>	<b>\$0.00</b>	<b>\$0.01</b>	<b>\$0.00</b>	
<b>SALARY/WAGES EXPENSE</b>				
Employee Benefit Health	\$253,090.02	\$198,658.20	\$234,600.00	
Employee Retirement Career	\$138,125.86	\$140,292.10	\$150,689.65	
Employee Retirement Volunteer	\$0.00	\$0.00	\$0.00	




**HAFD BUDGET**

	<b>2023 Budget Amended - 4 Person Minimum with CBA Settlement</b>	<b>2024 Adopted Budget</b>	<b>2025 Proposed Budget</b>	<b>% From 2024</b>
Payroll-Tax Expense	\$61,976.13	\$84,019.60	\$88,653.03	
Insurance-DWD Compensation	\$0.00	\$0.00	\$0.00	
Insurance-Life	\$3,393.60	\$3,592.45	\$3,000.06	
Insurance - Income Continuation	\$0.00	\$5,203.37	\$5,328.66	
Insurance-Work-Comp	\$30,000.00	\$30,000.00	\$30,000.00	
Officer Salary	\$105,000.00	\$105,000.00	\$103,000.00	
Salary	\$774,284.78	\$793,113.48	\$813,994.27	
Overtime	\$96,000.00	\$120,159.00	\$163,608.00	<b>36.2%</b>
Acting Pay	\$840.00	\$1,260.00	\$1,260.00	
FLSA	\$13,490.22	\$20,827.56	\$21,803.42	
Holiday Pay	\$56,793.00	\$35,951.57	\$36,898.09	
Holiday OT	\$0.00	\$11,983.86	\$12,299.36	
Part Time Wages	\$10,000.00	\$10,000.00	\$6,000.00	
Fire Adminstration Contract	\$0.00	\$0.00	\$0.00	
Capital Wage Reimbursement		\$36,000.00	\$0.00	
<b>Total SALARY/WAGES EXPENSE</b>	<b>\$1,542,993.61</b>	<b>\$1,596,061.19</b>	<b>\$1,671,134.55</b>	<b>4.7%</b>
<b>BUILDING</b>				
Building Maintenance/Repair	\$3,000.00	\$3,000.00	\$3,000.00	
Grounds Maintenance	\$3,000.00	\$3,000.00	\$3,000.00	
Supplies	\$2,000.00	\$2,500.00	\$4,000.00	
<b>Total BUILDING</b>	<b>\$8,000.00</b>	<b>\$8,500.00</b>	<b>\$10,000.00</b>	<b>17.6%</b>
<b>EMS</b>				
Lease/Air/Oxygen	\$650.00	\$650.00	\$1,200.00	
Repairs & Maintenance	\$500.00	\$250.00	\$250.00	
Replacement-EMS	\$600.00	\$600.00	\$650.00	



**HAFD BUDGET**

	<b>2023 Budget Amended - 4 Person Minimum with CBA Settlement</b>	<b>2024 Adopted Budget</b>	<b>2025 Proposed Budget</b>	<b>% From 2024</b>
Supplies	\$2,000.00	\$4,000.00	\$4,000.00	
Training	\$1,000.00	\$1,000.00	\$1,000.00	
<b>Total EMS</b>	<b>\$4,750.00</b>	<b>\$6,500.00</b>	<b>\$7,100.00</b>	<b>9.2%</b>
<b>FIRE</b>				
Professional Dues/Licenses	\$2,000.00	\$2,000.00	\$2,000.00	
Fire Prevention/Pub Education	\$500.00	\$500.00	\$500.00	
Batteries	\$300.00	\$300.00	\$300.00	
Conventions/Conferences	\$2,500.00	\$2,500.00	\$4,000.00	
Physicals	\$5,000.00	\$5,000.00	\$5,500.00	
Repairs & Maintenance	\$3,500.00	\$3,000.00	\$3,000.00	
Replacement -Fire	\$2,000.00	\$2,000.00	\$2,000.00	
Supplies	\$1,500.00	\$4,000.00	\$5,000.00	
Testing/Insp	\$1,000.00	\$1,000.00	\$1,000.00	
Training	\$5,000.00	\$5,000.00	\$4,000.00	
Uniform Clothing	\$8,000.00	\$15,000.00	\$14,000.00	
	\$0.00	\$0.00	\$0.00	
<b>Total FIRE</b>	<b>\$31,300.00</b>	<b>\$40,300.00</b>	<b>\$41,300.00</b>	<b>2.5%</b>
<b>INSURANCE</b>				
Insurance-General	\$14,000.00	\$14,000.00	\$16,000.00	
<b>Total INSURANCE</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$16,000.00</b>	<b>14.3%</b>
<b>OFFICE</b>				
Consulting	\$15,000.00	\$0.00	\$0.00	
Human Resources/Business Support	\$5,000.00	\$15,000.00	\$17,500.00	
Accounting Services	\$8,500.00	\$9,000.00	\$9,000.00	

 <b>HAFD BUDGET</b>	<b>2023 Budget Amended - 4 Person Minimum with CBA Settlement</b>	<b>2024 Adopted Budget</b>	<b>2025 Proposed Budget</b>	<b>% From 2024</b>
Attorney/Support	\$2,000.00	\$3,000.00	\$4,426.45	
Computer Maintenance	\$11,000.00	\$10,000.00	\$14,700.00	
<b>Computer Hardware</b>				
Office Software	\$15,000.00	\$18,000.00	\$18,700.00	
Office Supplies	\$1,000.00	\$1,000.00	\$1,500.00	
Postage	\$200.00	\$200.00	\$200.00	
Telephone/Cell-Phones/Internet	\$4,500.00	\$9,000.00	\$9,000.00	
<b>Total OFFICE</b>	<b>\$62,200.00</b>	<b>\$65,200.00</b>	<b>\$75,026.45</b>	<b>15.1%</b>
<b>UTILITIES</b>				
Electricity	\$9,000.00	\$14,000.00	\$14,000.00	
Heating/Cooling	\$1,500.00	\$1,500.00	\$1,500.00	
Water/Sewer/Runoff	\$3,100.00	\$4,000.00	\$4,000.00	
<b>Total UTILITIES</b>	<b>\$13,600.00</b>	<b>\$19,500.00</b>	<b>\$19,500.00</b>	<b>0.0%</b>
<b>VEHICLES</b>				
Fuel	\$20,000.00	\$25,000.00	\$25,000.00	
Repairs & Maintenance	\$15,000.00	\$15,000.00	\$15,000.00	
Testing/Inspection	\$1,000.00	\$1,000.00	\$1,000.00	
Tire Replacement	\$4,000.00	\$4,000.00	\$4,000.00	
<b>Total VEHICLES</b>	<b>\$40,000.00</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>0.0%</b>
<b>Total Operating Expenses</b>	<b>\$1,716,843.61</b>	<b>\$1,795,061.19</b>	<b>\$1,885,061.00</b>	

Percent Increase

5%

5%



# Memo

**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** October 14, 2024  
**Re:** HAFD 2025 Proposed Command Car Cost

---

The Town of Holland Board has requested the Holmen Area Fire Department to cover the cost of their portion of the 2025 Suburban command car project through money from the 2% Fire Dues account in the Local Government Investment Pool. I have passed this information along to the Village of Holmen, and they have now elected to do the same.

Following is an updated cost list that I have received quotes for:

- \$60,722.00 Fleet base price for a 2025 GM Suburban 4WD LS through Ewald Automotive Group
- \$3,000.00 Exterior design wrap
- \$26,000.00 Emergency lighting, console, and rear compartment purchase and installation
- \$10,000 Self-Contained Breathing Apparatus

I am asking for the HAFD Board of Directors support through motion to approve the use of \$100,000 from the 2% Fire Dues account in the Local Government Investment Pool.

I am also asking for the HAFD Board of Directors support through motion to approve the quote from the Ewald Automotive Group for placing the order for the vehicle.



## Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

# Holmen Area Fire Department

**Prepared For:** Ryan Ostreng

608-526-9363

rostreng@holmenfire.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS





# Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Quote Worksheet

	<b>MSRP</b>
Base Price	\$64,500.00
Dest Charge	\$1,995.00
Total Options	\$828.00
<b>Subtotal</b>	<b>\$67,323.00</b>
<b>Subtotal Pre-Tax Adjustments</b>	<b>\$0.00</b>
Less Customer Discount	(\$6,601.00)
<b>Subtotal Discount</b>	<b>(\$6,601.00)</b>
Trade-In	\$0.00
<b>Subtotal Trade-In</b>	<b>\$0.00</b>
<b>Taxable Price</b>	<b>\$60,722.00</b>
Sales Tax	\$0.00
<b>Subtotal Taxes</b>	<b>\$0.00</b>
<b>Subtotal Post-Tax Adjustments</b>	<b>\$0.00</b>
<b>Total Sales Price</b>	<b>\$60,722.00</b>

### Comments:

2025 Chevrolet Suburban 4wd LS to your specs as detailed. Registration fees are NOT included. Delivery can not be anticipated due to current market conditions.

Subject to allocation approval from GM.

\_\_\_\_\_  
Dealer Signature / Date

\_\_\_\_\_  
Customer Signature / Date

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# Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Standard Equipment

### Mechanical

Suspension, Premium Smooth Ride

Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)

Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (STD)

GVWR, 7700 lbs. (3493 kg) (4WD models only.)

Rear axle, 3.23 ratio

Keyless start, push button

Automatic Stop/Start

Engine control, stop/start system disable button, non-latching

Engine air filtration monitor

Fuel, gasoline, E15

Transfer case, active, single-speed, electronic Autotrac does not include neutral. Cannot be dinghy towed (4WD models only. Deleted when (NHT) Max Trailering Package is ordered.)

Differential, mechanical limited-slip

4-wheel drive

Cooling, external engine oil cooler, heavy-duty air-to-oil integral to driver side of radiator

Cooling, auxiliary transmission oil cooler, heavy-duty air-to-oil

Battery, 730 cold-cranking amps with 80 amp hour rating

Alternator, 220 amps

Trailering equipment includes trailering hitch platform, 7-wire harness with independent fused trailering circuits mated to a 7-way connector and 2" trailering receiver

Trailer sway control

Hitch Guidance

Suspension, front coil-over-shock with stabilizer bar

Suspension, rear multi-link with coil springs

Steering, power

Brakes, 4-wheel antilock, 4-wheel disc with DURALIFE rotors

Exhaust, single system, single-outlet

Mechanical Jack with tools

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# Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Exterior

- Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) Bright Silver painted aluminum (STD)
- Tires, 265/65R18SL all-season, blackwall (Standard with (RCV) 18" Bright Silver painted aluminum wheels only.) (STD)
- Wheel, full-size spare, 17" (43.2 cm) steel
- Tire, spare P265/70R17 all-season, blackwall
- Tire carrier, lockable outside spare, winch-type mounted under frame at rear
- Active aero shutters, upper
- Fascia, front
- Luggage rack side rails, roof-mounted, bright
- Assist steps, Black with chrome accent strip
- IntelliBeam, automatic high beam on/off
- Headlamps, LED
- Tail lamps, LED
- Mirrors, outside heated power-adjustable, manual-folding, body-color
- Mirror caps, body-color
- Glass, deep-tinted (all windows, except light-tinted glass on windshield and driver- and front passenger-side glass)
- Glass, acoustic, laminated
- Glass, windshield shade band
- Windshield, solar absorbing
- Wipers, front intermittent, Rainsense
- Wiper, rear intermittent with washer
- Door handles, body-color
- Liftgate, rear manual

## Entertainment

- Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)
- Audio system feature, 6-speaker system
- Bluetooth for phone personal cell phone connectivity to vehicle audio system
- 5G Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)
- Wi-Fi Hotspot capable (Terms and limitations apply. See onstar.com or dealer for details.)

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# Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Entertainment

SiriusXM with 360L Trial Subscription. SiriusXM with 360L transforms your customers' ride with our most extensive and personalized radio experience on the road. (IMPORTANT: The SiriusXM trial subscription is not provided on vehicles that are ordered for Fleet Daily Rental ("FDR") use. Trial subscription is subject to the SiriusXM Customer Agreement and privacy policy, visit [www.siriusxm.com](http://www.siriusxm.com) which includes full terms and how to cancel. All fees, content, features, and availability are subject to change. Some features require GM connected vehicle services.)

Wireless Apple CarPlay/Wireless Android Auto

## Interior

Seats, front bucket (STD)

Seat trim, cloth

Seat adjuster, driver 8-way power

Seat adjuster, front passenger 6-way power

Seat adjuster, driver 2-way power lumbar

Seat adjuster, front passenger 2-way power lumbar

Seats, second row 60/40 split-folding bench, manual

Seats, third row 60/40 split-folding bench, manual

Console, floor with storage area and removable storage tray (Deleted when (AZ3) 40/20/40 split-bench front seats are ordered.)

Floor covering, color-keyed carpeting

Floor mats, color-keyed carpeted first and second row, removable (Deleted when LPO floor mats or LPO floor liners are ordered.)

Electronic Precision Shift

Steering column lock, electrical

Steering column, manual tilt and telescopic

Steering wheel, 3-spoke, wrapped

Steering wheel controls, mounted audio, Driver Information Center, Adaptive Cruise Control, Forward Collision Alert following gap button and heated steering wheel (when equipped)

Driver Information Center, 11" diagonal multi-color digital display

Door locks, power programmable with lockout protection and delayed locking

Keyless Open includes extended range Remote Keyless Entry

Remote start

Window, power with driver Express-Up/Down

Window, power with front passenger Express-Up/Down

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# Ewald Automotive Group

Scott Kussow | 262-567-5555 | skfleet@ewaldauto.com

Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Interior

- Windows, power with rear Express-Down
- Adaptive Cruise Control
- Theft-deterrent system, electrical, unauthorized entry
- USB ports, 2 type-A and C, charge and data, located inside center console
- USB ports, 2 type-A and C, charge and data, located on front console
- USB ports, 2 type-C, charge-only, located in third row
- Air conditioning, tri-zone automatic climate control with individual climate settings for driver, right front passenger and rear seat occupants
- Air conditioning, rear
- Defogger, rear-window electric
- Power outlets, 2, 120-volt, located on the rear of the center console and rear cargo area
- Mirror, inside rearview manual day/night
- Visors, driver and front passenger illuminated vanity mirrors, sliding
- Assist handles, overhead, driver and front passenger, located in headliner
- Assist handles, front passenger A-pillar and second row outboard B-pillar
- Lighting, interior with dome light, driver- and passenger-side door switch with delayed entry feature, cargo lights, door handle or Remote Keyless Entry-activated illuminated entry and map lights in front and second seat positions
- Cargo management system
- Chevrolet Connected Access capable (Subject to terms. See onstar.com or dealer for details.)

## Safety-Mechanical

- Front Pedestrian and Bicyclist Braking
- Intersection Automatic Emergency Braking intersection alert, braking
- Enhanced Automatic Emergency Braking
- Reverse Automatic Braking
- StabiliTrak, stability control system with brake assist, includes traction control

## Safety-Interior

Airbags, Frontal airbags for driver and front outboard passenger; Seat-mounted side-impact airbags for driver and front outboard passenger; Driver inboard seat-mounted side-impact airbag; Head-curtain airbags for all rows in outboard seating positions (Deleted when (AZ3) front 40/20/40 split-bench seat is ordered. Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Safety-Interior

Front outboard Passenger Sensing System for frontal outboard passenger airbag (Always use seat belts and child restraints. Children are safer when properly secured in a rear seat in the appropriate child restraint. See the Owner's Manual for more information.)

Hill Start Assist

Blind Zone Steering Assist (Replaced by (UKW) Blind Zone Steering Assist with Trailering when (NHT) Max Trailering Package is ordered.)

OnStar Services capable (See onstar.com for details and limitations. Services vary by model. Service plan required.)

Enhanced Automatic Parking Assist

HD Surround Vision

Rear Camera Mirror Washer

Rear Cross Traffic Braking

Rear Pedestrian Alert

Side Bicyclist Alert

Lane Keep Assist with Lane Departure Warning, enhanced

Forward Collision Alert

Safety Alert Seat

Rear Seat Reminder

Buckle to Drive prevents vehicle from being shifted out of Park until driver seat belt is fastened; times out after 20 seconds and encourages seat belt use, can be turned on and off in Settings or Teen Driver menu

Door locks, rear child security, manual

LATCH system (Lower Anchors and Tethers for CHildren), for child restraint seats lower anchors and top tethers located in all second-row seating positions, top tethers located in third row seating positions

Teen Driver a configurable feature that lets you activate customizable vehicle settings associated with a key fob, to help encourage safe driving behavior. It can limit certain available vehicle features, and it prevents certain safety systems from being turned off. An in-vehicle report card gives you information on driving habits and helps you to continue to coach your new driver

Tire Pressure Monitoring System auto learn, includes Tire Fill Alert (does not apply to spare tire)

Warning tones headlamp on, driver and right-front passenger seat belt unfasten and turn signal on

OnStar Basics (OnStar Fleet Basics for Fleet) Drive confidently with core OnStar services including remote commands, built-in voice assistance, real-time traffic and navigation, and Automatic Crash Response to help if you're in need. (OnStar Basics includes remote commands, Navigation, Voice Assistance, and Automatic Crash Response, for eligible vehicles with compatible software. For MY25 vehicles, OnStar Basics is standard for 8 years; OnStar plan, working electrical system, cell reception and GPS signal required. OnStar links to emergency services. Service coverage varies with conditions and location. Service availability, features and functionality vary by device and software version. See onstar.com for details and limitations.)


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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS (  Complete )

## WARRANTY

Warranty Note: <<< Preliminary 2025 Warranty >>>

Basic Years: 3

Basic Miles/km: 36,000

Drivetrain Years: 5

Drivetrain Miles/km: 60,000

Drivetrain Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Corrosion Years (Rust-Through): 6

Corrosion Years: 3

Corrosion Miles/km (Rust-Through): 100,000

Corrosion Miles/km: 36,000

Roadside Assistance Years: 5

Roadside Assistance Miles/km: 60,000

Roadside Assistance Note: 3.0L & 6.0L Duramax® Turbo-Diesel engines, and certain commercial, government, and qualified fleet vehicles: 5 years/100,000 miles

Maintenance Note: First Visit: 12 Months/12,000 Miles

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# Ewald Automotive Group

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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## Selected Model and Options

MODEL		
CODE	MODEL	MSRP
CK10906	2025 Chevrolet Suburban 4WD 4dr LS	\$64,500.00

COLORS	
CODE	DESCRIPTION
GBA	Black

EMISSIONS		
CODE	DESCRIPTION	MSRP
FE9	Emissions, Federal requirements	\$0.00

ENGINE		
CODE	DESCRIPTION	MSRP
L84	Engine, 5.3L EcoTec3 V8 with Dynamic Fuel Management, Direct Injection and Variable Valve Timing, includes aluminum block construction (355 hp [265 kW] @ 5600 rpm, 383 lb-ft of torque [518 Nm] @ 4100 rpm) (STD)	\$0.00

TRANSMISSION		
CODE	DESCRIPTION	MSRP
MHS	Transmission, 10-speed automatic electronically controlled with overdrive, includes Traction Select System including tow/haul (STD)	\$0.00

AXLE		
CODE	DESCRIPTION	MSRP
GU5	Rear axle, 3.23 ratio	\$0.00

PREFERRED EQUIPMENT GROUP		
CODE	DESCRIPTION	MSRP
1LS	LS Preferred Equipment Group includes standard equipment	\$0.00

WHEEL TYPE		
CODE	DESCRIPTION	MSRP
RCV	Wheels, 18" x 8.5" (45.7 cm x 21.6 cm) Bright Silver painted aluminum (STD)	\$0.00

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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## TIRES

CODE	DESCRIPTION	MSRP
QDF	Tires, 265/65R18SL all-season, blackwall (Standard with (RCV) 18" Bright Silver painted aluminum wheels only.) (STD)	\$0.00

## PAINT

CODE	DESCRIPTION	MSRP
GBA	Black	\$0.00

## SEAT TYPE

CODE	DESCRIPTION	MSRP
A50	Seats, front bucket (STD)	\$0.00

## SEAT TRIM

CODE	DESCRIPTION	MSRP
H0U	Jet Black, Premium cloth seat trim	\$0.00

## RADIO

CODE	DESCRIPTION	MSRP
URW	Audio system, 17.7" diagonal advanced color LCD display with Google built-in compatibility (select service plan required, terms and limitations apply), including navigation capability, connected apps, personalized profiles for each driver's settings, Natural Voice Recognition and Phone Integration (STD)	\$0.00

## ADDITIONAL EQUIPMENT - PACKAGE

CODE	DESCRIPTION	MSRP
NHT	Max Trailering Package includes (ZL6) Advanced Trailering Package, (JL1) trailer brake controller and (V03) extra capacity cooling system (Late availability. Not available with (AZ3) 40/20/40 split-bench front seat. Also includes (NQH) 2-speed active transfer case and (JHD) Hill Descent Control on 4WD models.)	\$590.00
ZL6	Advanced Trailering Package includes (UKW) Blind Zone Steering Assist with Trailering, (PZ8) Hitch View and (JET) Smart Trailer Integration Indicator (Included and only available with (NHT) Max Trailering Package.)	Inc.

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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS ( Complete )

## ADDITIONAL EQUIPMENT - MECHANICAL

CODE	DESCRIPTION	MSRP
JHD	Hill Descent Control (Included and only available with (NHT) Max Trailering Package on 4WD models.)	Inc.
JL1	Trailer brake controller, integrated (Included and only available with (NHT) Max Trailering Package.)	Inc.
NQH	Transfer case, active, 2-speed electronic Autotrac with rotary controls, includes neutral position for dinghy towing (Included and only available with (NHT) Max Trailering Package on 4WD models only.)	Inc.
PZ8	Hitch View with image adjustment, Pan/Zoom (Included and only available with (ZL6) Advanced Trailering Package.)	Inc.
V03	Cooling system, extra capacity (Included and only available with (NHT) Max Trailering Package.)	Inc.

## ADDITIONAL EQUIPMENT - INTERIOR

CODE	DESCRIPTION	MSRP
UET	Smart Trailer Integration Indicator (Included and only available with (ZL6) Advanced Trailering Package.)	Inc.

## ADDITIONAL EQUIPMENT - SAFETY-INTERIOR

CODE	DESCRIPTION	MSRP
UKW	Blind Zone Steering Assist with Trailering (Included and only available with (NHT) Max Trailering Package.)	Inc.

## CUSTOM EQUIPMENT

CODE	DESCRIPTION	MSRP
Delivery	Delivery from Oconomowoc to Holmen	\$238.00
<b>Options Total</b>		<b>\$828.00</b>


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# Ewald Automotive Group

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Vehicle: [Fleet] 2025 Chevrolet Suburban (CK10906) 4WD 4dr LS (  Complete )

## Price Summary

PRICE SUMMARY		MSRP
Base Price		\$64,500.00
Total Options		\$828.00
Vehicle Subtotal		\$65,328.00
Destination Charge		\$1,995.00
<b>Grand Total</b>		<b>\$67,323.00</b>

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