



# Holmen Area Fire Department

## FIRE BOARD

## AGENDA

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

**Date/Time:** Tuesday February 18, 2025 @ 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 **February 18, 2025 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. 01/21/2025
- 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. 2025 Balance Sheet
  - b. LGIP
  - c. Profit and Loss - Budget versus Actual
  - d. Check Detail
  - e. Approval of Quotes and Invoices
    - i. PPE Purchase
    - ii. Mobile Radio Purchase
  - f. Special Topics
  - g. Donations
- 7.) Fire Administration Report (Chief Ostreng)
  - a. January 2025 Incident/Activity Report
  - b. Fire Administration Report
  - c. Staffing/Personnel Updates
  - d. Fleet update
  - e. General
- 8.) Fire Commission Report (Chief Ostreng)
- 9.) Command Vehicle Replacement Status
- 10.) Fire Station Study



[www.holmenfire.com](http://www.holmenfire.com)

- 11.) Collaborative Fire Investigation Group MOU
- 12.) AFG 2021
- 13.) Fundraiser Related Surplus Cooking Equipment
- 14.) 762 Support Vehicle Plan
- 15.) Next Regular Meeting – 03/18/2025
- 16.) Adjourn

Note: Meeting agenda and meeting packets are available at [www.holmenfire.com](http://www.holmenfire.com). Printed meeting agenda and packets will be available by request only. Call the Holmen Area Fire Department at 608-526-9363 prior to noon the day of the Board meeting to request your printed copies.



Date Notice Emailed: 02/14/2025

Notices Posted: 02/14/2025

**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
Patrick Barlow - Holmen (Alternate)		WIZM	www.holmenfire.com
		FOX2548	

**DRAFT MINUTES**

**Subject To Change Before Approval By The Holmen Area Fire Department Board  
Holmen Area Fire District**

Meeting Minutes – January 21<sup>st</sup>, 2025

Jeff Herlitzke called the Holmen Area Fire District meeting to order at 6:30 pm on January 21<sup>st</sup>, 2025 at the Town of Holland Town Hall.

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

**Alternates Present:** Patrick Barlow (Holmen)

**Members Excused:**

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

**Guests:** None

**Pledge of Allegiance Recited**

**Approval of Meeting Minutes:**

Motion by Hauser to approve the meeting minutes of 12/17/2024, second by Jorstad.  
Motion carried unanimously.

**Resident or Employee Concerns/Comments:**

None.

**Financial Review:**

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Department Board**

Jorstad gave the board a brief overview of the 2024 end of year balance sheet and stated that he thought the department did pretty well overall and noted there was even a small amount of funds left over at the end of 2024.

Jorstad gave the board a brief overview of the current 2025 balance sheet for the department. Jorstad noted the p for the year was very small.

The board reviewed check detail thoroughly. Hauser questioned a \$1,845.45 payment to Reliant Fire Apparatus. Chief Ostreng stated that it was for work done on Engine 1 and that the cost was due to labor and not parts. Ostreng stated the knob in question was under warranty.

Jorstad presented the board with an invoice from ImageTrend for a total amount of \$9,975 and explained it was an annual fee. Chief Ostreng explained to the board what ImageTrend was and how it was used within the department. Herlitzke asked if the invoice was a budgeted item. Chief Ostreng stated it was and that it increases in price roughly 5% per year. Elam questioned if Chief Ostreng had looked into any multi-year discounts to reduce the cost of the software. Chief Ostreng stated he hadn't, but would look into it. Motion by Herlitzke for the approval of the ImageTrend Annual Fee Invoice, not to exceed \$9,975, contingent on the chief inquiring about a multi-year agreement with annual payment. Second by Elam. Motion carried Unanimously.

Jorstad presented the board with a second invoice from ImageTrend for a total amount of \$3,500. Chief Ostreng explained the purpose of the one-time charge, and explained it was necessary to import data from La Crosse County. Chief Ostreng stated he attempted to get Image Trend to drop the fee but was unsuccessful. Chief Ostreng stated the \$3,500 fee was not budgeted for. Motion by Herlitzke for the approval of the ImageTrend Quote #Q-10338 for a total of \$3,500. Second by Jorstad. Motion carried unanimously.

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Department Board**

Jorstad presented the board with a quote from MacQueen for the purchase of two MSA self-contained breathing apparatuses (SCBA) for a total amount of \$17,308. Jorstad explained it was the Chief's intention to use 2024's 2% dues to fund the purchase. Chief Ostreng explained the department was short the devices in the command vehicle and the tender. Chief Ostreng explained that he was recently put in a situation where one was required and he was without one. Chief Ostreng also explained why one was needed on the tender especially during mutual aid calls. The board questioned how many devices the department currently had and what the life expectancy of the devices was. Chief Ostreng stated that the devices could last as long as 20 years if maintained properly. Elam asked if any grants could be used for the purchase of the equipment. Chief Ostreng stated that wasn't an option. The board re-reviewed the 2024 Balance Sheet and the remaining 2% dues that would be carried over to pay for the quote. Hauser motioned to approve the two SCBAs for a total amount of \$17,308. Second by Elam. Motion carried unanimously.

Chief Ostreng presented the board with a quote from Blazestack for the purchase of their Fire Investigation Case Management Software for a total amount of \$5,400, equaling half the cost of the total software license. The board reviewed the quote in detail. Hauser asked if the City of Onalaska had approved their half of the quote already. Chief Ostreng stated that the City of Onalaska was in the process of approving the invoice. The board reviewed the different tier options of the software. Herlitzke motioned to approve the Blazestack multi-year agreement with an annual cost of year 1 equaling \$2,700, year 2 equaling \$2,835, year 3 equaling \$2,977, and contingent on the approval of Onalaska's 50% match. Second by Jorstad. Elam requested that Chief Ostreng share reports from the software with the board in the future. Motion carried unanimously.

Jorstad presented the board with a request to purchase two more Rescue Task Force Sling packs for use by the department for mass casualty events. Firefighter Wilson had a pack available to show the board. Firefighter Wilson explained the pack was put together with the expertise from Firefighter Caden Douglas who is a trained combat medic in the Army. Firefighter Wilson explained the department currently has one pack available and that it is kept on Rescue 1. Elam asked if the fire department had spoken with the police department about establishing a standardized pack that both departments could be trained on for mass casualty events. Chief Ostreng stated that was actually against best practice, but that the department did need to do more joint training with the police

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Department Board**

department. Motion by Elam for approval of the Rescue Task Force Sling packs for a total of \$3000. Second by Jorstad. Motion carried unanimously.

Chief Ostreng informed the board that the previous concerns about the La Crosse County New Central Square costs had been taken care of and that those fees would be absorbed by the county.

Chief Ostreng informed the board that Jamie Schloegel had reached out to the department to help apply for sources of funding. Chief Ostreng stated this would be very beneficial to the department and she was offering her help free of charge.

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

The board reviewed the calls for the month. Chief Ostreng stated that for 2024 there was a total of 1131 calls which was down compared to the prior year. The board reviewed the breakdown of the calls. Chief Ostreng gave a summary of the end of the year administrative tasks he was finishing up for 2024. Chief Ostreng stated he was already working on the 2026 budget.

Chief Ostreng stated that Engine 1 blew a 200 Amp fuse and the vehicle was unusable for service. Chief Ostreng stated that he had already contact Reliant Fire Apparatus and that it would be fixed as soon as possible but was unsure of the cost to fix it. He stated this happened during a call to a recent major structure fire.

Chief Ostreng stated that Engine 2 was experiencing some electrical issues but the truck was still in service and just required paying attention to certain gauges until it is fixed.

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Department Board**

Chief Ostreng stated that Rescue 1 is in need of an alignment based on the wear of the new tires. Firefighter Wilson explained the truck is too heavy for the majority of vehicle lifts at auto shops in the area. Chief Ostreng stated that a shop was found that could handle the weight and it would be taken care of soon.

Chief Ostreng updated the board on upcoming training for the department.

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

Chief Ostreng stated that he met with Wendel Five Bugles today and that they discussed 1, 2, and 3 station solutions. Chief Ostreng stated they also evaluated a village wide demand as well as a jurisdiction wide demand, in addition to the 4-minute response time previously discussed. Chief Ostreng also stated that Wendel Five Bugles created a heatmap of historical calls and that he was in the process of reviewing that map and requesting changes as necessary to proposed solutions. Chief Ostreng stated that Wendel Five Bugles would be coming down next Wednesday to do some analysis on station size and that the report is estimated to be finished in March.

#### **Command Vehicle Replacement Status:**

Chief Ostreng stated there was no update yet.

#### **Kenwood Portable Radio Cache:**

Chief Ostreng stated that he would like to donate the department's older radios to the Farmington Fire Department. Chief Ostreng explained that currently the department has enough radios for everyone minus backups and that the older radios were of no use to the department. Chief Ostreng explained some of the older parts including batteries and chargers would be kept, but it was his intent to upgrade their radios in the future. Chief Ostreng gave examples of communication issues the department has had when responding to calls with Farmington Fire, and stated he believed the radios would resolve

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Department Board**

some of these issues. The board was in favor of donating the radios to Farmington Fire Department.

**Closed Session:** Motion by Jorstad to go into closed session pursuant to Wis. Stats. §19.85(1)(b). Second by Hauser. Roll call was taken, all members were present.

**Reconvene in Open Session:** Motion by Hauser. Second by Jorstad to reconvene into open session. Motion carried unanimously.

#### **Reservation of right for action and/or recommendation on Closed Session item(s):**

Herlitzke read a synopsis of his investigation into the violation of the chain of command defined in Standard Operating Procedure (SOP) 200 Organizational Structure. Herlitzke stated he contacted Holmen Village Administrator Scott Heinig directly and that Heinig stated there was no malice or ill intent by the Firefighter in question to cause any harm to HAFD. Heinig stated the Firefighter made a poor judgement call when voicing their personal issues with the department. Heinig stated he did not want to give up the name of the Firefighter in question, due to fear of causing more issues within the department. The consensus of the board was that the investigation should be closed pending additional training in the department regarding the chain of command and proper communication outside the department to non-department members.

#### **Announcement and Future Agenda Items:**

None.

**Next Regular Meeting:** February 18<sup>th</sup>, 2025

## **DRAFT MINUTES**

**Subject To Change Before Approval By The Holmen Area Fire Department Board**

**Adjourn:**

Motion to adjourn by Jorstad. Second by Elam. Motion carried unanimously.

Minutes by Travis E. Elam, Secretary

DRAFT

8:32 AM  
02/08/25  
Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
**Balance Sheet**  
As of February 14, 2025

	<u>Feb 14, 25</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	613,020.39
Total Park Bank	<u>613,020.39</u>
LGIP-General Capital Savings	
LGIP- Capital Savings	87,273.97
LGIP -Operational Checking	1.94
LGIP-2% Dues Savings	231,850.27
LGIP-Scholarship Fund	0.37
LGIP- Special Events/Donations	24,912.64
Total LGIP-General Capital Savings	<u>344,039.19</u>
Total Checking/Savings	<u>957,059.58</u>
Total Current Assets	<u>957,059.58</u>
<b>TOTAL ASSETS</b>	<b><u>957,059.58</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Health Insurance payable	909.62
WI State Income tax payable	187.47
Life Insurance Payable EE	32.92
Nationwide Retirement Payable	519.35
WI Retirement Payable	9,483.89
Union Dues Payable	1,165.75
Total Other Current Liabilities	<u>12,299.00</u>
Total Current Liabilities	12,299.00
Long Term Liabilities	
Future Sick Pay Payable	36,000.00
Total Long Term Liabilities	<u>36,000.00</u>
Total Liabilities	48,299.00
Equity	
Retained Earnings	630,688.18
Net Income	278,072.40
Total Equity	<u>908,760.58</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>957,059.58</u></b>

8:31 AM  
02/08/25  
Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
Profit & Loss  
January 1 through February 14, 2025

	Jan 1 - Feb 14, 25
Ordinary Income/Expense	
Income	
Income-Budget	471,265.25
Capital /Reserve Income	12,500.00
Grants	20,855.90
Income-Interest	153.21
Income-Interest-Special	1,171.78
Total Income	505,946.14
Expense	
CAPITAL EXPENDITURES	
Building -Capital Expenditures	734.89
EMS-Capital Expenditures	128.00
Fire-Capital Expenditures	17,823.05
Total CAPITAL EXPENDITURES	18,685.94
OPERATIONAL EXPENDITURES	
Wages	
SALARY/WAGES EXPENSE	
Employee Benefit Health	16,373.28
Employee Retirement Career	12,719.68
Insurance-Life	138.96
Insurance-Work-Comp	1,078.00
Officer Salary	11,884.62
Salary	82,349.81
Salary -OT	28,304.98
Acting Pay	45.00
FLSA	1,681.30
Holiday Pay	12,978.72
Parttime Wages	343.95
Payroll-Tax Expense	10,554.13
SALARY/WAGES EXPENSE - Other	373.76
Total SALARY/WAGES EXPENSE	178,826.19
Total Wages	178,826.19
BUILDING	
Building Maintenance/Repair	62.50
Supplies	106.25
Total BUILDING	168.75
EMS	
Lease/Air/Oxygen	125.96
Repairs & Maintenance	36.57
Supplies	10.24
Training	672.00
Total EMS	844.77
FIRE	
Professional Dues/Licenses	146.99
Batteries	9.99
Conventions/Conferences	402.14
Supplies	78.95
Testing/Insp	235.00
Training	1,883.45
Uniform Clothing	1,872.84
Total FIRE	4,629.36
OFFICE	
Consulting	0.00
Human Resources/Business Support	355.00
Accounting Services	1,895.00
Office Software	12,389.36

8:31 AM  
02/08/25  
Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
**Profit & Loss**  
January 1 through February 14, 2025

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	<u>Jan 1 - Feb 14, 25</u>
Office Supplies	285.34
Postage	146.00
Telephone/Cell-Phones/Internet	<u>1,080.32</u>
Total OFFICE	16,151.02
UTILITIES	
Electricity	1,083.96
Water/Sewer/Runoff	<u>778.86</u>
Total UTILITIES	1,862.82
VEHICLES	
Fuel	674.68
Repairs & Maintenance	4,415.37
Tire Replacement	<u>1,614.84</u>
Total VEHICLES	<u>6,704.89</u>
Total OPERATIONAL EXPENDITURES	<u>209,187.80</u>
Total Expense	<u>227,873.74</u>
Net Ordinary Income	<u>278,072.40</u>
Net Income	<u><u>278,072.40</u></u>

## HOLMEN AREA FIRE DEPARTMENT Profit & Loss Budget vs. Actual January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
2% Fire Protection Equipmnet	0.00	80,000.00	-80,000.00	0.0%
Income-Budget	471,265.25	1,885,061.00	-1,413,795.75	25.0%
Capital /Reserve Income	12,500.00	50,000.00	-37,500.00	25.0%
Grants	20,855.90			
Income-Interest	153.21			
Income-Interest-Special	1,171.78			
<b>Total Income</b>	<b>505,946.14</b>	<b>2,015,061.00</b>	<b>-1,509,114.86</b>	<b>25.1%</b>
<b>Expense</b>				
<b>CAPITAL EXPENDITURES</b>				
2% Fire Protection Equipment Ex	0.00	80,000.00	-80,000.00	0.0%
Building -Capital Expenditures	734.89	15,000.00	-14,265.11	4.9%
EMS-Capital Expenditures	128.00	20,000.00	-19,872.00	0.6%
Fire-Capital Expenditures	17,823.05	15,000.00	2,823.05	118.8%
<b>Total CAPITAL EXPENDITURES</b>	<b>18,685.94</b>	<b>130,000.00</b>	<b>-111,314.06</b>	<b>14.4%</b>
<b>OPERATIONAL EXPENDITURES</b>				
<b>Wages</b>				
<b>SALARY/WAGES EXPENSE</b>				
Employee Benefit Health	16,373.28	234,600.00	-218,226.72	7.0%
Employee Retirement Career	12,719.68	150,689.65	-137,969.97	8.4%
Insurance-DWD Compensation	0.00	5,328.66	-5,328.66	0.0%
Insurance-Life	138.96	3,000.06	-2,861.10	4.6%
Insurance-Work-Comp	1,078.00	30,000.00	-28,922.00	3.6%
Officer Salary	11,884.62	103,000.00	-91,115.38	11.5%
Salary	82,349.81	813,994.27	-731,644.46	10.1%
Salary -OT	28,304.98	175,907.37	-147,602.39	16.1%
Acting Pay	45.00	1,260.00	-1,215.00	3.6%
FLSA	1,681.30	21,803.42	-20,122.12	7.7%
Holiday Pay	12,978.72	36,898.09	-23,919.37	35.2%
Parttime Wages	343.95	6,000.00	-5,656.05	5.7%
Payroll-Tax Expense	10,554.13	88,653.03	-78,098.90	11.9%
SALARY/WAGES EXPENSE - Other	373.76			
<b>Total SALARY/WAGES EXPENSE</b>	<b>178,826.19</b>	<b>1,671,134.55</b>	<b>-1,492,308.36</b>	<b>10.7%</b>
<b>Total Wages</b>	<b>178,826.19</b>	<b>1,671,134.55</b>	<b>-1,492,308.36</b>	<b>10.7%</b>
<b>BUILDING</b>				
Building Maintenance/Repair	62.50	3,000.00	-2,937.50	2.1%
Grounds Maintenance	0.00	3,000.00	-3,000.00	0.0%
Supplies	106.25	4,000.00	-3,893.75	2.7%
<b>Total BUILDING</b>	<b>168.75</b>	<b>10,000.00</b>	<b>-9,831.25</b>	<b>1.7%</b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss Budget vs. Actual**  
 January through December 2025

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
<b>EMS</b>				
Lease/Air/Oxygen	125.96	1,200.00	-1,074.04	10.5%
Repairs & Maintenance	36.57	250.00	-213.43	14.6%
Replacement-EMS	0.00	650.00	-650.00	0.0%
Supplies	10.24	4,000.00	-3,989.76	0.3%
Training	672.00	1,000.00	-328.00	67.2%
<b>Total EMS</b>	<b>844.77</b>	<b>7,100.00</b>	<b>-6,255.23</b>	<b>11.9%</b>
<b>FIRE</b>				
Professional Dues/Licenses	146.99	2,000.00	-1,853.01	7.3%
Fire Prevention/Pub Education	0.00	500.00	-500.00	0.0%
Batteries	9.99	300.00	-290.01	3.3%
Conventions/Conferences	402.14	4,000.00	-3,597.86	10.1%
Physicals	0.00	5,500.00	-5,500.00	0.0%
Repairs & Maintenance	0.00	3,000.00	-3,000.00	0.0%
Replacement -Fire	0.00	2,000.00	-2,000.00	0.0%
Supplies	78.95	5,000.00	-4,921.05	1.6%
Testing/Insp	235.00	1,000.00	-765.00	23.5%
Training	1,883.45	4,000.00	-2,116.55	47.1%
Uniform Clothing	1,872.84	14,000.00	-12,127.16	13.4%
<b>Total FIRE</b>	<b>4,629.36</b>	<b>41,300.00</b>	<b>-36,670.64</b>	<b>11.2%</b>
<b>INSURANCE</b>				
Insurance-General	0.00	16,000.00	-16,000.00	0.0%
<b>Total INSURANCE</b>	<b>0.00</b>	<b>16,000.00</b>	<b>-16,000.00</b>	<b>0.0%</b>
<b>OFFICE</b>				
Consulting	0.00			
Human Resources/Business Support	355.00	17,500.00	-17,145.00	2.0%
Accounting Services	1,895.00	9,000.00	-7,105.00	21.1%
Attorney/Support	0.00	4,426.45	-4,426.45	0.0%
Computer Maintenance	0.00	14,700.00	-14,700.00	0.0%
Office Software	12,389.36	18,700.00	-6,310.64	66.3%
Office Supplies	285.34	1,500.00	-1,214.66	19.0%
Postage	146.00	200.00	-54.00	73.0%
Telephone/Cell-Phones/Internet	1,080.32	9,000.00	-7,919.68	12.0%
<b>Total OFFICE</b>	<b>16,151.02</b>	<b>75,026.45</b>	<b>-58,875.43</b>	<b>21.5%</b>
<b>UTILITIES</b>				
Electricity	1,083.96	14,000.00	-12,916.04	7.7%
Heating/Cooling	0.00	1,500.00	-1,500.00	0.0%
Water/Sewer/Runoff	778.86	4,000.00	-3,221.14	19.5%
<b>Total UTILITIES</b>	<b>1,862.82</b>	<b>19,500.00</b>	<b>-17,637.18</b>	<b>9.6%</b>
<b>VEHICLES</b>				

8:35 AM  
02/08/25  
Cash Basis

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss Budget vs. Actual**  
January through December 2025

	<u>Jan - Dec 25</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
Fuel	674.68	25,000.00	-24,325.32	2.7%
Repairs & Maintenance	4,415.37	15,000.00	-10,584.63	29.4%
Testing/Inspection	0.00	1,000.00	-1,000.00	0.0%
Tire Replacement	1,614.84	4,000.00	-2,385.16	40.4%
<b>Total VEHICLES</b>	<u>6,704.89</u>	<u>45,000.00</u>	<u>-38,295.11</u>	<u>14.9%</u>
<b>Total OPERATIONAL EXPENDITURES</b>	<u>209,187.80</u>	<u>1,885,061.00</u>	<u>-1,675,873.20</u>	<u>11.1%</u>
<b>Total Expense</b>	<u>227,873.74</u>	<u>2,015,061.00</u>	<u>-1,787,187.26</u>	<u>11.3%</u>
<b>Net Ordinary Income</b>	<u>278,072.40</u>	<u>0.00</u>	<u>278,072.40</u>	<u>100.0%</u>
<b>Net Income</b>	<u><u>278,072.40</u></u>	<u><u>0.00</u></u>	<u><u>278,072.40</u></u>	<u><u>100.0%</u></u>

HOLMEN AREA FIRE DEPARTMENT  
**Check Detail**  
 January 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	wd	01/15/2025	WIS DEPT OF REV...		Park Bank Checking		-1,815.75
					WI State Income tax...	-1,815.75	1,815.75
TOTAL						-1,815.75	1,815.75
Check	17475	01/15/2025	State of Wisconsin...		Park Bank Checking		-44,000.00
					LGIP- Capital Savings	-44,000.00	44,000.00
TOTAL						-44,000.00	44,000.00
Check	17476	01/15/2025	AIRGAS NORTH C...		Park Bank Checking		-59.80
					Lease/Air/Oxygen	-59.80	59.80
TOTAL						-59.80	59.80
Check	17477	01/15/2025	HOLMEN ACE HAR...		Park Bank Checking		-130.84
					Repairs & Maintena...	-36.57	36.57
					Supplies	-94.27	94.27
TOTAL						-130.84	130.84
Check	17478	01/15/2025	IMAGE TREND		Park Bank Checking		-9,975.00
					Office Software	-9,975.00	9,975.00
TOTAL						-9,975.00	9,975.00
Check	17479	01/15/2025	KWIK TRIP		Park Bank Checking		-674.68
					Fuel	-674.68	674.68
TOTAL						-674.68	674.68
Check	17480	01/15/2025	McMahon Associat...		Park Bank Checking		-355.00
					Human Resources/...	-355.00	355.00
TOTAL						-355.00	355.00

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
 January 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17481	01/15/2025	O'REILLY AUTO P...		Park Bank Checking		<b>-272.90</b>
				Repairs & Maintena...		-272.90	272.90
TOTAL						-272.90	272.90
Liability Check	17482	01/15/2025	SECURIAN LIFE IN...		Park Bank Checking		<b>-158.68</b>
				Insurance-Life		-125.76	125.76
				Life Insurance Paya...		-32.92	32.92
TOTAL						-158.68	158.68
Check	17483	01/15/2025	THE UNIFORM SH...		Park Bank Checking		<b>-195.90</b>
				Uniform Clothing		-195.90	195.90
TOTAL						-195.90	195.90
Check	17484	01/15/2025	VILLAGE OF HOLM...		Park Bank Checking		<b>-778.86</b>
				Water/Sewer/Runoff		-778.86	778.86
TOTAL						-778.86	778.86
Check	17485	01/15/2025	VISION DESIGN G...		Park Bank Checking		<b>-60.00</b>
				Office Software		-60.00	60.00
TOTAL						-60.00	60.00
Check	17486	01/15/2025	ZIEGLER HEATING...		Park Bank Checking		<b>-62.50</b>
				Building Maintenanc...		-62.50	62.50
TOTAL						-62.50	62.50

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
 January 22, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17488	01/22/2025	AIRGAS NORTH C...		Park Bank Checking		-66.16
				Lease/Air/Oxygen		-66.16	66.16
TOTAL						-66.16	66.16
Check	17489	01/22/2025	AUTO VALUE		Park Bank Checking		-24.59
				Repairs & Maintena...		-24.59	24.59
TOTAL						-24.59	24.59
Check	17490	01/22/2025	EMC INSURANCE ...		Park Bank Checking		-1,078.00
				Insurance-Work-Co...		-1,078.00	1,078.00
TOTAL						-1,078.00	1,078.00
Check	17491	01/22/2025	FIRE SERVICE INC		Park Bank Checking		-3,503.00
				Fire-Capital Expendi...		-3,503.00	3,503.00
TOTAL						-3,503.00	3,503.00
Check	17492	01/22/2025	WESTERN TECHN...		Park Bank Checking		-160.00
				Testing/Insp		-160.00	160.00
TOTAL						-160.00	160.00
Check	17493	01/22/2025	Witmer Public Safe...		Park Bank Checking		-1,608.75
				Fire-Capital Expendi...		-1,608.75	1,608.75
TOTAL						-1,608.75	1,608.75

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
 February 10, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17495	02/10/2025	Coaches Corner Spo...		Park Bank Checking		-124.00
				Uniform Clothing		-124.00	124.00
TOTAL						-124.00	124.00
Check	17496	02/10/2025	ENGELSON & ASSO...		Park Bank Checking		-700.00
				Accounting Services		-700.00	700.00
TOTAL						-700.00	700.00
Check	17497	02/10/2025	GALLS		Park Bank Checking		-640.30
				Uniform Clothing		-755.30	755.30
				Uniform Clothing		115.00	-115.00
TOTAL						-640.30	640.30
Check	17498	02/10/2025	HOLMEN ACE HARD...		Park Bank Checking		-752.44
				Supplies		-10.57	10.57
				Supplies		-11.98	11.98
				Batteries		-9.99	9.99
				Building -Capital Ex...		-719.90	719.90
TOTAL						-752.44	752.44
Check	17499	02/10/2025	IMAGE TREND		Park Bank Checking		-3,500.00
				Fire-Capital Expendi...		-3,500.00	3,500.00
TOTAL						-3,500.00	3,500.00
Check	17500	02/10/2025	LaCrosse County Sh...		Park Bank Checking		-1,215.36
				Office Software		-1,215.36	1,215.36
TOTAL						-1,215.36	1,215.36
Check	17501	02/10/2025	Mike Lavery		Park Bank Checking		-402.14
				Conventions/Confer...		-402.14	402.14

1:06 PM  
02/07/25

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
February 10, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL						-402.14	402.14
Check	17502	02/10/2025	MAYO CLINIC		Park Bank Checking		-72.00
				Training		-72.00	72.00
TOTAL						-72.00	72.00
Check	17503	02/10/2025	MCS NETWORKS		Park Bank Checking		-19.95
				Office Supplies		-19.95	19.95
TOTAL						-19.95	19.95
Check	17504	02/10/2025	Murphy's Frame & Ax...		Park Bank Checking		-169.95
				Repairs & Maintena...		-169.95	169.95
TOTAL						-169.95	169.95
Check	17505	02/10/2025	RELIANT FIRE APPA...		Park Bank Checking		-1,988.51
				Repairs & Maintena...		-1,988.51	1,988.51
TOTAL						-1,988.51	1,988.51
Check	17506	02/10/2025	VISA		Park Bank Checking		-3,448.93
				Telephone/Cell-Pho...		-221.96	221.96
				Fire-Capital Expendi...		-378.75	378.75
				Testing/Insp		-75.00	75.00
				Training		-600.00	600.00
				Professional Dues/Li...		-146.99	146.99
				Tire Replacement		-1,614.84	1,614.84
				Postage		-146.00	146.00
				Office Supplies		-265.39	265.39
TOTAL						-3,448.93	3,448.93
Check	17507	02/10/2025	VISION DESIGN GRO...		Park Bank Checking		-60.00
				Office Software		-60.00	60.00
TOTAL						-60.00	60.00

1:06 PM  
02/07/25

HOLMEN AREA FIRE DEPARTMENT  
**Check Detail**  
February 10, 2025

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<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Check	17508	02/10/2025	MINNESOTA LIFE IN...		Park Bank Checking		-13.20
					Insurance-Life	-13.20	13.20
TOTAL						-13.20	13.20

6:27 AM

02/13/25

HOLMEN AREA FIRE DEPARTMENT  
Check Detail  
February 13, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17511	02/13/2025	MINNESOTA LIFE I...		Park Bank Checking		-24.77
					Insurance-Life	-24.77	24.77
TOTAL						-24.77	24.77

4 issued check # 17509 TO REPLACE

# 17465 TO FIRE SAFETY FOR \$ 8832.55

TL.  
2/13/25



# Memo

**To:** Fire Board

**From:** Ryan Ostreng

**cc:**

**Date:** February 14, 2025

**Re:** HAFD 2025 Personal Protective Equipment Quotes

---

HAFD's Personal Protective Equipment ensemble components are reaching the 10-year end of life benchmark per National Fire Protection Association (NFPA) 1851 Standard on Selection, Care, and Maintenance of Protective Ensembles for Structural Fire Fighting and Proximity Fire Fighting. Attached are invoices that I and Captain Mike Lavery will review with you in regard to these components needing to be replaced. The following is a summary of what we are requesting:

- \$53,040 for Lion V-Force structural coat and pant from MacQueen;
- \$5,419.95 for Lion/Thorogood structural boots from MacQueen (current HAFD standard structural boot);
- \$5,806.50 for Bullard UST-LW structural helmet and passport shield from Fire Safety USA (current HAFD replacement helmet model).

After discussion; I am asking for the HAFD Board of Directors support through motion to approve the use of 2025 2% Dues up to the amount of \$68,000 to cover cost of PPE ensemble components, shipping & handling.



**MACQUEEN**

MacQueen  
350 Austin Circle  
Delafield, WI 53018  
(262) 646-5911  
Fax: (262) 646-5912

Ship To: SAME AS BELOW

Invoice To: HOLMEN FIRE DEPT  
710 MAIN ST SOUTH  
HOLMEN WI 54636-9631

Attention: MICHAEL LAVERY

Branch 16 - DELAFIELD, WI		
Date 12/03/2024	Time 14:08:35 (O)	Page 1
Account No HOLME003	Phone No 6085269363	Est No 03 025831
Ship Via BEST & ADD	Purchase Order GEAR	
Tax ID No		
		Salesperson 325 / 337

ESTIMATE EXPIRY DATE: 01/31/2025

**PARTS ESTIMATE - NOT AN INVOICE**

Part#	Description	U	Qty	Price	Amount
5A COAT	LION VFORC COAT		15	2168.00	32520.00
	LION V-FORCE, BI-SWING COAT PER PSGQ23884				
5A PANT	LION VFORC PANT		15	1368.00	20520.00
	LION V-FORCE PANT PER PSGQ23884				
804-6369-10M	QR14 BOOT		15	361.33	5419.95
	LION/THOROGOOD QR14 LEATHER STRUCTURAL BOOT				
ULPBH2B2E-18	QUEST PBI BLEND		15	46.53	697.95
	QUEST PBI BLEND HOOD, FULL TWO PLY W/FULL 2 PLY BIB - TAN 21"				
8180-L (9)	FIREARMOR LG		15	81.12	1216.80
	HEXARMOR 8180 SR-X FIREARMOR GLOVES, SIZE 76N (LARGE)				

SHIPPING IS ADDITIONAL.

Subtotal: 60374.70

Tax: .00

TOTAL: 60374.70

Authorization: \_\_\_\_\_



FIRE SAFETY USA, INC  
 3253 19TH STREET NW  
 ROCHESTER, MN 55901  
 507-529-8444: PHONE

## Estimate

Name / Address			Date	Estimate #
HOLMEN FIRE DEPARTMENT ACCOUNTS PAYABLE 710 SOUTH MAIN STREET HOLMEN, WI 54636 MIKE LAVERY			1/29/2025	101138
			Sales Rep	
			STONE	
			Phone #	
			715-684-9238	
Qty	Item	Description	Price	Total
15	WIHOLA00040	MORNING PRIDE VIPER PANTS TO MATCH SPEC. ARMOR AP OUTER SHELL, GLIDE ICE PURE THERMAL LINER AND STEDAIR 4000 MOISTURE BARRIER.	1,199.95	17,999.25
15	WIHOLA00039	MORNING PRIDE VIPER COAT TO MATCH SPEC. ARMOR AP OUTER SHELL, GLIDE ICE PURE MOISTURE BARRIER AND STEDAIR 4000 THERMAL LINER.	1,737.00	26,055.00
15	804-6389	LION 14" KNOCKDOWN ELITE STRUCTURAL BUNKER BOOT, SIZE: PRICING INCLUDES ONSITE SIZING.	420.00	6,300.00
E-mail		Web Site	<b>Subtotal</b>	\$50,354.25
mark.stone@firesafetyusa.com		www.firesafetyUSA.com	<b>Sales Tax (0.0%)</b>	\$0.00
			<b>Total</b>	\$50,354.25



312 Oak St S  
 New London, MN 56273  
 Phone: 800-264-2320  
 Fax: 320-763-9077  
 Email: orders@alexairapparatus.com  
 Web Site: www.alexairapparatus.com

# QUOTE

Date	Customer PO
2/12/2025	

BILL TO
Holmen Area Fire Department  Holmen, WI

SHIP TO
Holmen Area Fire Department  Holmen, WI

S.O. #	Promise Date	Terms	Sales Rep
		N30	Clint Ratke

QTY	STOCK ORDER	PART NUMBER	DESCRIPTION	PRICE (Each)	PRICE (Extended)
15	ORDER	CVEL-826-930-44-GBT	Veridian - Velocity Series Coat with Armor AP "Gold" Outershell, Stedair 4000 Moisture Barrier, Glide Ice Pure Thermal Barrier, and "Holmen Spec"	\$1,853.00	\$27,795.00
15	ORDER	TVEL-826-930-41-GBT	Veridian - Velocity Series Pant with Armor AP "Gold" Outershell, Stedair 4000 Moisture Barrier, Glide Ice Pure Thermal Barrier, and "Holmen Spec"	\$1,298.00	\$19,470.00
	QUOTE	507528	Haix- Fire Hunter Pro	\$409.00	
	QUOTE	507502	Haix- Fire Eagle Air	\$499.00	
	QUOTE	507101	Haix- Fire Hero Xtreme	\$519.00	
			Plus shipping		

\*CUSTOMERS THAT HAVE NOT PROVIDED TAX EXEMPT FORMS WILL BE CHARGED APPLICABLE SALES TAX

\*FREIGHT PREPAID & ADDED

\*F.O.B SHIPPING POINT

\*THIS IS NOT AN INVOICE

SHIPPING:  
 Tax Rate SUB: \$47,265.00  
 TAX:  
**TOTAL: \$47,265.00**

\_\_\_\_\_  
 Authorized Signature of Approval



FIRE SAFETY USA, INC  
 3253 19TH STREET NW  
 ROCHESTER, MN 55901  
 507-529-8444: PHONE

## Estimate

Name / Address			Date	Estimate #
HOLMEN FIRE DEPARTMENT ACCOUNTS PAYABLE 710 SOUTH MAIN STREET HOLMEN, WI 54636			1/24/2025	101128
			Sales Rep	
			STONE	
			Phone #	
			715-684-9238	
Qty	Item	Description	Price	Total
13	BYB253448	BULLARD UST-LW WITH RETRAK VISOR AND DEPARTMENT SHIELD (5" PASSPORT). RED WITH LIME-YELLOW TRIPLE-TRIM.	439.00	5,707.00
1	BYB253449	BULLARD 5" PASSPORT SHIELD. PER SPEC-PROOF.	99.50	99.50
E-mail		Web Site	<b>Subtotal</b>	\$5,806.50
mark.stone@firesafetyusa.com		www.firesafetyUSA.com	<b>Sales Tax (0.0%)</b>	\$0.00
			<b>Total</b>	\$5,806.50



**MACQUEEN**

MacQueen  
350 Austin Circle  
Delafield, WI 53018  
(262) 646-5911  
Fax: (262) 646-5912

**Ship To:** HOLMEN FIRE DEPT STATION  
710 S MAIN ST  
HOLMEN, WI 54636-9601

**Invoice To:** HOLMEN FIRE DEPT  
710 MAIN ST SOUTH  
HOLMEN WI 54636-9631

Attention: MICHAEL LAVERY

Branch 16 - DELAFIELD, WI		
Date 02/17/2025	Time 10:18:04 (O)	Page 1
Account No HOLME003	Phone No 6085269363	Est No 01 034449
Ship Via BEST & ADD	Purchase Order HELMETS	
Tax ID No		
		Salesperson 325 / 337

ESTIMATE EXPIRY DATE: 03/19/2025

**PARTS ESTIMATE - NOT AN INVOICE**

<u>Part#</u>	<u>Description</u>	<u>U</u>	<u>Qty</u>	<u>Price</u>	<u>Amount</u>
10247315 A-1836ABA0ABEAAA00A0 CAIRNS 1836 UNPAINTED BLACK FIRE HELMET- CLEAR DEFENDERS, STD HEADBAND, BLACK NOMEX EARLAPS, 6" CARVED EAGLE, 2-PT STD CHINSTRAP, REFLEXITE TRIM IN LIME YELLOW	CAIRNS 1836 BLK		15	449.00	6735.00
F23-B96 CAIRNS LEATHER FRONT	CAIRNS LEATHER		15	N/A	N/A

\*\*FREE FRONT PROMO, MUST BUY 15 OR MORE HELMETS.  
\*\*SHIPPING IS ADDITIONAL.

Subtotal: 6735.00  
Tax: .00  
TOTAL: 6735.00

Authorization: \_\_\_\_\_



# Memo

**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** February 14, 2025  
**Re:** Motorola Mobile Radio Quotes

---

Attached are two Baycom, Inc quotes for two Motorola Solutions mobile radios (see attached quotes):

- Motorola APX 6500 VHF mobile radio and equipment for \$3,484.20
- Motorola APX 8500 All Band mobile radio and equipment for \$6,103.80

Both quotes include 40% off list price, which runs through the end of the 1<sup>st</sup> quarter of 2025.

Both mobile radios will be installed in the new command car to give the Incident Commander of an emergency scene the capability to efficiently communicate on multiple channels and multiple radio frequencies when needed. With this setup, the new command car will have equivalent communication capabilities as the existing command car for redundancy.

I am requesting the HAFD Board support the purchase of both Motorola mobile radios as quoted for a total of \$9,588.00.

Billing Address:  
 HOLMEN FIRE DEPARTMENT  
 710 S MAIN ST  
 HOLMEN, WI 54636  
 US

Quote Date:01/26/2025  
 Expiration Date:03/27/2025  
 Quote Created By:  
 Mike Bohan  
 mbohan@baycominc.com

End Customer:  
 HOLMEN FIRE DEPARTMENT  
 Ryan Ostreng  
 rostreng@holmenfire.com  
 608-526-9363

Contract: 19860 - NASPO

Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 6500 / Enh Series	ENHANCEDAPX6500				
1	M25KSS9PW1BN	APX6500 ENHANCED VHF MOBILE	1	\$3,518.00	\$2,110.80	\$2,110.80
1a	G48BD	ENH: CONVENTIONAL OPERATION APX6500	1	\$550.00	\$330.00	\$330.00
1b	G629AB	ADD:1/4 WAVE BROADBAND ANT 146-174	1	\$70.00	\$42.00	\$42.00
1c	G67DT	ADD: REMOTE MOUNT E5 APXM	1	\$327.00	\$196.20	\$196.20
1d	G78AT	ENH: 3 YEAR ESSENTIAL SVC	1	\$288.00	\$288.00	\$288.00
1e	GA01606AA	ADD: NO BLUETOOTH/ WIFI/GPS ANTENNA NEEDED	1	\$0.00	\$0.00	\$0.00
1f	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	1	\$66.00	\$39.60	\$39.60
1g	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
1h	GA01670AA	ADD: APX E5 CONTROL HEAD	1	\$717.00	\$430.20	\$430.20
1i	W22BA	ADD: STD PALM MICROPHONE APX	1	\$79.00	\$47.40	\$47.40
1j	QA09113AB	ADD: BASELINE RELEASE SW	1	\$0.00	\$0.00	\$0.00
1k	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	1	\$0.00	\$0.00	\$0.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1I	G241AW	ENH: SOFTWARE ASTRO READY (ANALOG) APX	1	\$0.00	\$0.00	\$0.00

**Grand Total****\$3,484.20(USD)****Notes:**

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

DRAFT



Billing Address:  
 HOLMEN FIRE DEPARTMENT  
 710 S MAIN ST  
 HOLMEN, WI 54636  
 US

Quote Date:01/26/2025  
 Expiration Date:03/27/2025  
 Quote Created By:  
 Mike Bohan  
 mbohan@baycominc.com

End Customer:  
 HOLMEN FIRE DEPARTMENT  
 Ryan Ostreng  
 rostreng@holmenfire.com>  
 608-526-9363

Payment Terms:30 NET

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 8500					
1	M37TSS9PW1AN	APX8500 ALL BAND MP MOBILE	1	\$6,129.00	\$3,677.40	\$3,677.40
1a	GA01513AB	ADD: ALL BAND MOBILE ANTENNA (7/8/V/U)	1	\$105.00	\$63.00	\$63.00
1b	G51AT	ENH:SMARTZONE	1	\$1,650.00	\$990.00	\$990.00
1c	G78AT	ENH: 3 YEAR ESSENTIAL SVC	1	\$288.00	\$288.00	\$288.00
1d	GA05509AA	DEL: DELETE UHF BAND	1	-\$800.00	-\$480.00	-\$480.00
1e	GA01606AA	ADD: NO BLUETOOTH/WIFI/GPS ANTENNA NEEDED	1	\$0.00	\$0.00	\$0.00
1f	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	1	\$66.00	\$39.60	\$39.60
1g	G843AH	ADD: AES ENCRYPTION AND ADP	1	\$523.00	\$313.80	\$313.80
1h	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
1i	G67EH	ADD: REMOTE MOUNT E5 MP	1	\$327.00	\$196.20	\$196.20
1j	GA01517AA	DEL: NO J600 ADAPTER CABLE NEEDED	1	\$0.00	\$0.00	\$0.00
1k	G806BL	ENH: ASTRO DIGITAL CAI OP APX	1	\$567.00	\$340.20	\$340.20
1l	GA01670AA	ADD: APX E5 CONTROL HEAD	1	\$717.00	\$430.20	\$430.20



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1m	W22BA	ADD: STD PALM MICROPHONE APX	1	\$79.00	\$47.40	\$47.40
1n	QA09113AB	ADD: BASELINE RELEASE SW	1	\$0.00	\$0.00	\$0.00
1o	G361AH	ENH: P25 TRUNKING SOFTWARE APX	1	\$330.00	\$198.00	\$198.00

**Grand Total** **\$6,103.80(USD)**

**Notes:**

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.

DRAFT



## CALLS BY MONTH

	2017	-/+	2018	-/+	2019	-/+	2020	-/+	2021	-/+	2022	-/+	2023	-/+	2024	-/+	2025	-/+
JANUARY	74	23	74	0	103	29	83	-20	83	0	113	30	92	-21	99	7	99	0
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	104	-16		
NOVEMBER	89	21	94	5	77	-17	106	29	94	-12	109	15	107	-2	103	-4		
DECEMBER	64	-8	77	13	85	8	102	17	109	7	109	0	118	9	91	-27		
<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>1131</b>	<b>-155</b>	<b>99</b>	<b>0</b>

### CALL TYPES RESPONDED TO FOR JANUARY

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
1 - Fire	4
2 - Overpressure Rupture, Explosion, Overheat (No Fire)	0
3 - Rescue & Emergency Medical Service Incident	72
4 - Hazardous Condition (No Fire)	5
5 - Service Call	3
6 - Good Intent Call	10
7 - False Alarm & False Call	3
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	2
	<b>99</b>



# Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



## HAFD Incidents by Municipality

Report Pulled On: 02/05/2025

Incident Category	Total
<b>Municipality: City of Onalaska</b>	
1 - Fire	2
3 - Rescue & Emergency Medical Service Incident	1
6 - Good Intent Call	2
	<b>Total: 5</b>
<b>Municipality: Town of Holland</b>	
3 - Rescue & Emergency Medical Service Incident	8
9 - Special Incident Type	1
	<b>Total: 9</b>
<b>Municipality: Town of Onalaska</b>	
1 - Fire	1
6 - Good Intent Call	1
	<b>Total: 2</b>
<b>Municipality: Village of Holmen</b>	
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	63
4 - Hazardous Condition (No Fire)	5
5 - Service Call	3
6 - Good Intent Call	7
7 - False Alarm & False Call	3
9 - Special Incident Type	1
	<b>Total: 83</b>
	<b>Total: 99</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.

**DRAFT MINUTES****Subject To Change Before Approval By The Holmen Area Fire Commission****Holmen Area Fire Commission Meeting Minutes: February 3, 2025****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 6:32 pm.

**THE PLEDGE OF ALLEGIANCE WAS RECITED.****ROLL CALL:**

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

Also Present: Ryan Ostreng, Fire Chief.

**APPROVAL OF MINUTES:**

The minutes of the August 26, 2024 meeting were reviewed by the commissioners. A motion was made by Commissioner Ertz with second by Commissioner Brockman to approve the minutes. This motion was unanimously approved.

**HAFD Staffing and Personnel:**

Chief Ostreng reported that there will be a couple of EMT/Firefighter pinning events coming in the next couple of months. Stay tuned for further information in the upcoming March and April meetings.

Current HAFD staffing continues at 12 FT, not including Chief Ostreng. 2 Paid-on-call members are on staff also.

**RESIDENT OR EMPLOYEE CONCERNS/COMMENTS:**

There were none presented.

**FIRE ADMINISTRATION REPORT:**

Chief Ostreng was able to present a full report showing the response calls for the full year 2024. The later months continued the consistent overall downward trend throughout the earlier months of 2024. Full year 2024 response calls were 1,131, down from 1,282 in 2023. Chief Ostreng also provided a detailed incident breakdown of Primary and Assist calls by type of call and by municipality supported.

**COMMISSION CHAIR REPORT:**

Nothing to report.

**UNFINISHED BUSINESS:**

No unfinished business was carried over from 2024.

**NEW BUSINESS:**

Chief Ostreng provided an extensive breakdown of the official rules and guidelines for the Holmen Area Fire Commission. After discussion, it was decided that this will be a homework assignment for all

## **DRAFT MINUTES**

### **Subject To Change Before Approval By The Holmen Area Fire Commission**

Commission members to do a detailed review prior to our next meeting. The above assignments were unanimously approved after a motion by Commissioner Brockman with a second by Commissioner Ertz.

#### **Holmen Area Fire Commission Meeting Minutes: February 3, 2025**

##### **CLOSED SESSION:**

- a. Motion by Commissioner Ertz, 2<sup>nd</sup> by Commissioner Brockman to move into Closed Session. Unanimous approval.

A significant discussion ensued, along with a review of provided documentation.

##### **RECONVENE IN OPEN SESSION:**

After closed session discussion, motion by Commissioner Ertz, with 2<sup>nd</sup> by Commissioner Forde to reconvene in open session. Unanimously approved.

No specific actions resulting from Closed Session discussion.

##### **NEXT REGULAR MEETINGS:**

March 24, 2025 6:30 PM

April 14, 2025 6:30 PM

##### **ADJOURN:**

A motion was made by Commissioner Ertz, with a second from Commissioner Brockman to adjourn. This motion passed with unanimous approval. The meeting adjourned at 7:30 pm.

Minutes recorded and published by John Miller, Commission Secretary.

February 5, 2025



# Memo

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

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The 2025 GM Suburban 4WD LS is at Ewald Automotive Group in Oconomowoc, WI and will be delivered to Holmen Area Fire Department mid-morning on Wednesday, February 19, 2025. As discussed, and approved at the October, 15, 2024 Board Meeting; the quote for the Suburban was \$60,722.00 (see attached quote). The invoice will be given at the delivery of the vehicle on February 19 with a net 30-day term for payment.

After discussion; I am asking for the HAFD Board of Directors support through motion to pre-approve payment of the Ewald Automotive Group invoice not to exceed \$62,000.



## Ewald Automotive Group

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

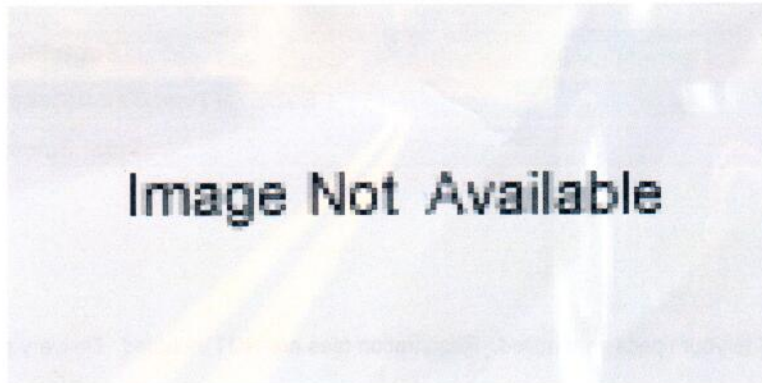
# Holmen Area Fire Department

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

 10/15/24  
\_\_\_\_\_  
Customer Signature / Date

This document contains information considered Confidential between GM and its Clients uniquely. The information provided is not intended for public disclosure. Prices, specifications, and availability are subject to change without notice, and do not include certain fees, taxes and charges that may be required by law or vary by manufacturer or region. Performance figures are guidelines only, and actual performance may vary. Photos may not represent actual vehicles or exact configurations. Content based on report preparer's input is subject to the accuracy of the input provided.  
Data Version: 23623. Data Updated: Oct 6, 2024 6:44:00 PM PDT.



# Memo

**To:** Fire Board

**From:** Ryan Ostreng

**cc:**

**Date:** February 11, 2025

**Re:** HAFD – OFD Fire Investigative Services MOU Review

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Attached is an MOU for the exchange of fire investigation services between the City of Onalaska and the Holmen Area Fire Department. This MOU has been reviewed by the City of Onalaska attorney as well as Attorney Jessica Kirchner. We will review and discuss at the February 2025 Board Meeting.

## MEMORANDUM OF UNDERSTANDING

### EXCHANGE OF FIRE INVESTIGATION SERVICES BETWEEN THE CITY OF ONALASKA AND THE HOLMEN AREA FIRE DEPARTMENT

This Memorandum of Understanding (“MOU”) is entered into on \_\_\_\_\_, 2025, by and between the City of Onalaska (“Onalaska”) and the Holmen Area Fire Department (“HAFD”) (Collectively the “Parties”, independently a “Party”).

#### RECITALS

**WHEREAS**, the City of Onalaska and Holmen Area Fire Department each maintain and operate a fire protection organization in and for their respective jurisdictions; and

**WHEREAS**, both Parties seek to continue to provide effective and efficient services to their respective residents, businesses and institutions and the parties recognize their jurisdictions are adjacent in many areas; and

**WHEREAS**, the City of Onalaska and Holmen Area Fire Department each have limited staff available for the purposes of fire investigation; and

**WHEREAS**, the Parties desire to furnish fire investigation assistance to the other when such aid is requested, in an effort to further the best interests of each community and governmental unit and

**WHEREAS**, the City of Onalaska Fire Department and the Holmen Area Fire Department wish to share resources, equipment, and personnel to assure fire investigations are conducted in a cost efficient and timely fashion; and

**WHEREAS**, The City of Onalaska Fire Department and Holmen Area Fire Department agree to form the “Onalaska – Holmen Joint Fire Investigation Task Force” AND

**WHEREAS**, this MOU is authorized pursuant to Wisconsin Statute §165.55 and shall be construed and applied in accordance with the laws of the State of Wisconsin and is entered into to further the best interest of each Party.

**NOW THEREFORE**, in consideration of the foregoing recitals, and the mutual promises and covenants contained in this MOU, the parties mutually agree as follows:

1. The Parties are hereby responsible for investigating the cause, origin and circumstances of every fire occurring in their jurisdiction that has been destroyed or damaged when the damage exceeds \$500, and on fires of unknown origin they shall especially investigate whether the fire was the result of negligence, accident or design.
2. The Parties agree to purchase, maintain, and restock as necessary a fire investigation tool kit to be staged at both fire departments. Fire investigations occurring in the

jurisdictional boundaries of either Party shall use the toolkit staged therein. Fire Investigation tool kits shall contain, at minimum, the items outlined in the NFPA 921 Guidelines as well as any other items agreed upon by the Fire Chiefs of both jurisdictions.

3. The Parties agree to supply and assign personnel trained in fire investigations to the Onalaska – Holmen Joint Fire Investigation Task Force. Assigned members, when available, shall be allowed to perform or assist in fire investigations in each jurisdiction.
4. Each Party will be responsible for assigning their own members appropriate protective equipment for performing fire investigations. Recommended protective equipment includes, but is not limited to:
  - Rubber knee boots
  - Coveralls
  - Hard hat
  - Flashlights
  - Gloves
  - Protective gear shall be maintained and kept clean as outlined in NFPA 921 so as not to cross contaminate fire scenes. It shall be the responsibility of each party's fire investigators to assure fire investigation protective gear is properly stored and maintained.
5. The Parties agree that it is imperative to keep fire investigation reports consistent and thorough and that fire investigation software is necessary to accomplish this task. The parties shall agree upon one fire investigation software to be utilized by the Onalaska – Holmen Joint Fire Investigation Task Force. The cost of such software shall be divided evenly with each party paying for one-half of the cost.
6. Neither party to this agreement shall be required to provide compensation to the other for services rendered hereunder, nor shall either Party be reimbursed by the other for any costs incurred pursuant to this Agreement. The advantage of the Onalaska – Holmen Joint Fire Investigation Task Force services afforded by this agreement shall constitute the sole and adequate consideration for the performance hereof.
7. Each party shall retain ownership of any equipment or property it brings to the performance of this Agreement and shall retain ultimate control of its employees.
8. All Parties are governmental entities entitled to governmental immunities under law, including without limitation Wisconsin Statute §893.80. Nothing contained herein shall waive the rights or defense to which each Party may be entitled under law including without limitation all immunities, limitations, and defense under Wisconsin Statute §893.80 or any subsequent amendments thereof.

9. Indemnification. Each Party expressly waives any and all claims against the other resulting from actions taken under the scope of this Agreement.
  
10. Notwithstanding anything else stated to the contrary in this MOU, each Party shall be solely responsible for the actions of its respective officers, agents, and employees while they are performing work, services or functions for said party under this MOU. While performing work, services, or functions under this MOU, the officers, agents and employees of each party are not officers, agents, or employees of the other party, regardless of the nature and extent of the acts performed by them. In this regard, Section 9 above shall in no way obligate the indemnifying party to provide such services, defense or indemnification to the extent of the acts or omissions of the other party, its officers, agents or employees.
  
11. Each Party shall be solely liable to provide Workers' Compensation insurance coverage and pay valid claims for injuries or death to any of its officers, agents, or employees performing work, services or functions under this MOU, regardless of whether the other party was directly or indirectly supervising the conduct of such person(s). To this end, no party shall assume any liability under Workers' Compensation laws or any other employers' liability laws on account of any work, service or function performed by the other party's officers, agents or employees under this MOU.
  
12. This Agreement may be amended at any time by a written amendment hereto executed by the Parties.
  
13. The MOU and the actions of the Onalaska – Holmen Joint Fire Investigation Task Force may be terminated by either party by action of its governing board upon thirty (30) days' written notice to the other.

**IN WITNESS WHEREOF**, the City of Onalaska and the Holmen Area Fire Department have executed this Memorandum of Understanding as of the date first written above.

**City of Onalaska**

**Holmen Area Fire Department**

By: \_\_\_\_\_  
 Kim Smith, Mayor

By: \_\_\_\_\_  
 Jeff Herlitzke, Board President

By: \_\_\_\_\_  
 JoAnn, Marcon City Clerk

By: \_\_\_\_\_  
 Travis Elam, Board Secretary



# Memo

**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** February 12, 2025  
**Re:** HAFD Fundraiser Related Surplus Serving Equipment

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Attached are two pictures of cooking/serving related equipment that was used by HAFD members during the days they held fundraisers. After a discussion about the cost/benefit of the last few fundraisers HAFD members hosted; it was determined that there is no longer an interest in hosting a fund raiser that would make use of the pictured cooking/serving equipment. This equipment is currently considered surplus and we simply need to move it out of HAFD's possession due to space constraints. Current HAFD staff members believe this equipment belonged to the relief association. We will discuss an action plan at the Board Meeting to move forward with getting rid of this surplus cooking/serving equipment.



*Proudly Serving the Town of Holland and Village of Holmen*



*Proudly Serving the Town of Holland and Village of Holmen*