



# Holmen Area Fire Department

## FIRE BOARD

## AGENDA

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

**Date/Time:** Tuesday October 21, 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 **October 21, 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.) Consideration of Agenda Order
- 5.) Approval of Meeting Minutes
  - a. 09/29/2025
- 6.) 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.*
- 7.) Financial Review (Treasurer)
  - a. 2025 Balance Sheet
  - b. Profit and Loss - Budget versus Actual
  - c. 2% Dues Detail
  - d. Check Detail
  - e. Approval of Quotes and Invoices
  - f. Special Topics
  - g. Donations
- 8.) Fire Administration Report (Chief Ostreng)
  - a. September 2025 Incident/Activity Report
  - b. Staffing/Personnel Updates
  - c. Fleet update
  - d. Facility update
  - e. General
- 9.) Update on fire department collaboration workgroup
- 10.) Update on Five Bugles Design Station Study
- 11.) Review of current apparatus and draft fleet replacement plan



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- 12.) Consideration of firefighter promotion to captain
- 13.) Consideration of and Possible Action on the Proposed 2026 Budget
- 14.) Closed Session
  - a. Convene in Closed Session:
    - i. The Board shall consider a motion to convene in closed session pursuant to Wis. Stats. §19.85(1)(e) Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session. To Wit:
      - a. Consideration of investments and properties associated with the Fire Station Concept study for the Holmen Area Fire Department.
      - b. Consideration of Collective Bargaining between the Holmen Area Fire Department and the International Association of Firefighters Local # 127.
- 15.) Reconvene in Open Session
- 16.) Reservation of right for action and/or recommendation on Closed Session item(s)
- 17.) Announcement and Future Agenda Items
- 18.) Next Regular Meeting – Tentative 11/18/2025
- 19.) 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.



www.holmenfire.com

Date Notice Emailed: 10/17/2025

Notices Posted: 10/17/2025

**Notices Emailed To:**

<b>Holmen Are Fire Assoc. Board</b>	<b>Dept/Town/Village/County</b>	<b>Media</b>	<b>Posted</b>
Patrick Barlow – Holmen (President)	HAFD Members/IAFF L127	Holmen Courier	Holmen Area FD
Travis Elam - Holmen	Marilyn Pedretti	La Crosse Tribune	Town of Holland
Rick Hauser - Holland	Angela Hornberg	La Crosse Radio Group	Village of Holmen
Jeff Herlitzke - Holland	Scott Heinig	WXOW	Holmen USPS
Bob Stupi – Holland (Alternate)	Rhonda Hesselberg	WKBT	www.holmenfire.com
Doug Jorstad - Holmen (Alternate)	Joe Kovacevich	WIZM	
	Kristie Tweed	FOX2548	

**DRAFT MINUTES****Subject To Change Before Approval By The Holmen Area Fire Department Board****Holmen Area Fire Department Board**Meeting Minutes – September 29<sup>th</sup>, 2025**1. Call to Order**

Chair Barlow called the Holmen Area Fire District meeting to order at 6:30 p.m. on September 29<sup>th</sup>, 2025, at the Town of Holland Town Hall.

**2. Pledge of Allegiance**

The Pledge of Allegiance was recited.

**3. Roll Call**

Present: Jeff Herlitzke, Rick Hauser, Patrick Barlow, Travis Elam

Absent: None

Guests: Chief Ostreng, Fire Department Staff

Virtual: Laura Eysnogle, Robert Whitaker

**4. Consideration of Agenda Order**

The agenda was reviewed. Motion by Herlitzke, second by Hauser, to amend the agenda to move agent item number 9 to after agent item number 6. Motion carried unanimously.

**5. Approval of Meeting Minutes**

A small suggestion was made by Chief Ostreng to fix a typo. Motion by Herlitzke, second by Hauser, to approve the minutes from August 19, 2025, with the suggested changes. Motion carried unanimously.

**6. Resident or Employee Concerns/Comments**

Captain Lavery thanked the board for their time and effort in the bargaining discussions the past few weeks. Comments from Doug Jorstad were read by Elam. Jorstad said he would like to see the department prioritize discussing a new fire truck especially with the 4-year estimated wait time, in addition to prioritizing the acquisition of land for the new fire department.

**G. Five Bugles Design Station Study Update (Moved via Motion)**

Laura from Wendel Five Bugles Design updated the board on adjustments to the new Fire Station Design based on budget constraints provided by both communities. Laura noted the updated design cut 4,400 square feet and reduced the budget to roughly 12.2 million

## **DRAFT MINUTES**

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

from 14.2 million for the cost of the building. Laura noted the total cost for the building including contingencies was reduced from 16.8 million to roughly 15 million. No motion occurred.

#### **7. Financial Review (Treasurer)**

- a. The board reviewed the 2025 Balance Sheet. No discussion occurred.
- b. The board reviewed Profit and Loss – Budget vs. Actual. Herlitzke noted the percent of the budget that had been spent year to date was roughly 71% of the total budget.
- c. 2% Dues Detail presented. Chief Ostreng gave a more detail explanation of the current state of the 2% dues and explained how the funds were being spent and kept track of.
- d. Check Detail reviewed. No questions or comments occurred.
- e. Quotes and invoices were reviewed. Chief Ostreng informed the board of invoices from Reliant Fire Apparatus that were required to get Engine 1 back into service and noted that the total repair cost was over the \$2,500 limit but he couldn't wait to have the work done. **Motion by Herlitzke, second by Elam, to approve the payment of invoices to Reliant Fire Apparatus. Motion carried unanimously.**
- f. Special topics: Chief Ostreng informed the board he had applied for the 2026 FAP Grant through the Wisconsin Department of Health Services. Chief Ostreng also stated the department was awarded the Wisconsin DNR FFP grant.
- g. Donations acknowledged: [list donors, amounts, or purpose if applicable].

#### **8. Fire Administration Report (Chief Ostreng)**

- a. August 2025 Incident/Activity Report presented. Chief Ostreng noted the call volume was similar to 2022. Major calls for the month were discussed in detail.
- b. Staffing/Personnel Update: There were no staffing updates.
- c. Fleet update: Chief Ostreng stated that Engine 1 was working properly again, new car 1 had an issue with the speakers, and Boat 1 needed a new trim motor.
- d. Facility update: Chief Ostreng stated that there were no updates for the facility.
- e. General items: Chief Ostreng stated that he was in contact with Wester Technical College for a potential internship program.

#### **10. Review of Current Apparatus and Replacement Plan**

Chief Ostreng requested postponing this agenda item until the October meeting.

#### **11. Review of Additional Dental Coverage Offer**

Discussion held regarding expanded dental coverage. Chief Ostreng stated this was

## **DRAFT MINUTES**

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

originally requested by one of the department members and noted there was no fiscal requirement for the department, and that the additional coverage would be paid for by the employees. Motion by Elam, second by Herlitzke, to approve the additional dental coverage offer contingent on the additional cost being covered by the employee. Motion carried unanimously.

#### **12. Review of Draft 2026 Budget**

Preliminary draft reviewed. Chief Ostreng stated the board would have to wait until the collective bargaining was finished to see final numbers for the budget. Chief Ostreng stated the 2026 budget would be almost identical to the 2025 budget with the addition of potentially promoting an employee to a captain position. Chief Ostreng noted the budget increased 4.5% overall.

#### **13. Closed Session**

Motion by Herlitzke, second by Elam to convene in closed session pursuant to Wis. Stats. §19.85(1)(e). Motion carried unanimously.

Closed Session Discussion Topics:

Investments and properties related to Fire Station Concept study.

Collective bargaining between HAFD and IAFF Local #127.

#### **14. Reconvene in Open Session**

Motion by Herlitzke, second by Elam, to reconvene in open session. Motion carried unanimously.

#### **15. Action on Closed Session Items**

There were no items coming out of closed session.

#### **16. Announcements and Future Agenda Items**

Motion by Hauser to extend the deadline for the acceptance of the budget from October 15<sup>th</sup> to October 21<sup>st</sup> to coincide with the normal monthly meeting. Second by Herlitzke. Motion carried unanimously.

#### **17. Next Regular Meeting**

Tentatively scheduled for October 21, 2025.

#### **18. Adjourn**

Motion by Hauer, second by Elam, to adjourn. Meeting adjourned at 8:30 p.m.

**DRAFT MINUTES**

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

Minutes by Travis E. Elam, Secretary

DRAFT

1:28 PM  
10/20/25  
Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
Balance Sheet  
As of October 24, 2025

	<u>Oct 24, 25</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	716,133.54
Total Park Bank	<u>716,133.54</u>
LGIP-General Capital Savings	
LGIP- Capital Savings	89,836.00
LGIP -Operational Checking	71,470.88
LGIP-2% Dues Savings	176,154.98
LGIP-Sick Leave Payout	36,744.94
LGIP-Medical Equip Upgrades	42,651.24
LGIP- Special Events/Donations	25,643.99
Total LGIP-General Capital Savings	<u>442,502.03</u>
Total Checking/Savings	1,158,635.57
Other Current Assets	
Location Study A/R from Municip	6,880.51
Total Other Current Assets	<u>6,880.51</u>
Total Current Assets	1,165,516.08
Other Assets	
Equipment Purchased by Grant	104,034.36
Total Other Assets	<u>104,034.36</u>
<b>TOTAL ASSETS</b>	<b><u><u>1,269,550.44</u></u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Location Study Payable	3,055.51
WI State Income tax payable	2,131.54
Life Insurance Payable EE	-16.46
WI Retirement Payable	11,820.05
Union Dues Payable	1,770.79
Total Other Current Liabilities	<u>18,761.43</u>
Total Current Liabilities	18,761.43
Long Term Liabilities	
Future Sick Pay Payable	36,000.00
Total Long Term Liabilities	<u>36,000.00</u>
Total Liabilities	54,761.43
Equity	
Retained Earnings	630,688.18
Net Income	584,100.83
Total Equity	<u>1,214,789.01</u>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u><u>1,269,550.44</u></u></b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss**  
 January 1 through October 24, 2025

	Jan 1 - Oct 24, 25
Ordinary Income/Expense	
Income	
2% Fire Protection Equipmnet	93,739.18
Income-Budget	1,885,061.00
Capital /Reserve Income	50,000.00
Grants	80,617.50
Income-Interest	1,190.75
Income-Interest-Special	12,917.52
Donations/Grants	40,423.09
Total Income	2,163,949.04
Expense	
CAPITAL EXPENDITURES	
2% Fire Protection Equipment Ex	159,859.27
Building -Capital Expenditures	4,747.02
EMS-Capital Expenditures	14,424.62
Fire-Capital Expenditures	10,828.42
Total CAPITAL EXPENDITURES	189,859.33
OPERATIONAL EXPENDITURES	
Wages	
SALARY/WAGES EXPENSE	
Employee Benefit Health	156,858.99
Employee Retirement Career	119,991.05
Insurance-Life	1,313.35
Insurance-Work-Comp	13,844.75
Officer Salary	83,192.34
Salary	608,766.15
Salary -OT	155,367.97
Acting Pay	550.00
FLSA	8,776.90
Holiday Pay	28,909.80
Parttime Wages	2,986.00
Payroll-Tax Expense	68,045.48
SALARY/WAGES EXPENSE - Other	334.40
Total SALARY/WAGES EXPENSE	1,248,937.18
Total Wages	1,248,937.18
BUILDING	
Building Maintenance/Repair	2,684.45
Grounds Maintenance	956.43
Supplies	2,111.74
Total BUILDING	5,752.62
EMS	
Lease/Air/Oxygen	840.02
Repairs & Maintenance	36.57
Replacement-EMS	142.32
Supplies	1,350.28
Training	720.00
Total EMS	3,089.19
FIRE	
Professional Dues/Licenses	1,561.90
Fire Prevention/Pub Education	572.06
Batteries	30.98
Conventions/Conferences	3,247.34
Physicals	1,457.00
Repairs & Maintenance	1,987.39
Replacement -Fire	1,044.46
Supplies	1,714.17
Testing/Insp	1,315.00
Training	2,359.68

HOLMEN AREA FIRE DEPARTMENT  
**Profit & Loss**  
January 1 through October 24, 2025

	<u>Jan 1 - Oct 24, 25</u>
Uniform Clothing	6,699.01
Total FIRE	21,988.99
INSURANCE	
Insurance-General	17,596.00
Total INSURANCE	17,596.00
OFFICE	
Consulting	0.00
Human Resources/Business Support	10,820.19
Accounting Services	8,760.00
Computer Maintenance	10,730.17
Office Software	12,925.40
Office Supplies	1,301.34
Postage	353.50
Telephone/Cell-Phones/Internet	6,210.59
Total OFFICE	51,101.19
UTILITIES	
Electricity	9,283.17
Water/Sewer/Runoff	4,409.04
Total UTILITIES	13,692.21
VEHICLES	
Fuel	8,990.65
Repairs & Maintenance	17,226.01
Tire Replacement	1,614.84
Total VEHICLES	27,831.50
Total OPERATIONAL EXPENDITURES	1,389,988.88
Total Expense	1,579,848.21
Net Ordinary Income	584,100.83
Net Income	<u>584,100.83</u>

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10/20/25

Cash Basis

## 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	93,739.18	80,000.00	13,739.18	117.2%
Income-Budget	1,885,061.00	1,885,061.00	0.00	100.0%
Capital /Reserve Income	50,000.00	50,000.00	0.00	100.0%
Grants	80,617.50			
Income-Interest	1,190.75			
Income-Interest-Special	12,917.52			
Donations/Grants	40,423.09			
<b>Total Income</b>	<b>2,163,949.04</b>	<b>2,015,061.00</b>	<b>148,888.04</b>	<b>107.4%</b>
<b>Expense</b>				
<b>CAPITAL EXPENDITURES</b>				
2% Fire Protection Equipment Ex	159,859.27	80,000.00	79,859.27	199.8%
Building -Capital Expenditures	4,747.02	15,000.00	-10,252.98	31.6%
EMS-Capital Expenditures	14,424.62	20,000.00	-5,575.38	72.1%
Fire-Capital Expenditures	10,828.42	15,000.00	-4,171.58	72.2%
<b>Total CAPITAL EXPENDITURES</b>	<b>189,859.33</b>	<b>130,000.00</b>	<b>59,859.33</b>	<b>146.0%</b>
<b>OPERATIONAL EXPENDITURES</b>				
<b>Wages</b>				
<b>SALARY/WAGES EXPENSE</b>				
Employee Benefit Health	156,858.99	234,600.00	-77,741.01	66.9%
Employee Retirement Career	132,808.29	150,689.65	-17,881.36	88.1%
Insurance-DWD Compensation	0.00	5,328.66	-5,328.66	0.0%
Insurance-Life	1,313.35	3,000.06	-1,686.71	43.8%
Insurance-Work-Comp	13,844.75	30,000.00	-16,155.25	46.1%
Officer Salary	83,192.34	103,000.00	-19,807.66	80.8%
Salary	608,766.15	813,994.27	-205,228.12	74.8%
Salary -OT	155,367.97	175,907.37	-20,539.40	88.3%
Acting Pay	550.00	1,260.00	-710.00	43.7%
FLSA	8,776.90	21,803.42	-13,026.52	40.3%
Holiday Pay	28,909.80	36,898.09	-7,988.29	78.4%
Parttime Wages	2,986.00	6,000.00	-3,014.00	49.8%
Payroll-Tax Expense	68,045.48	88,653.03	-20,607.55	76.8%
<b>SALARY/WAGES EXPENSE - Other</b>	<b>334.40</b>			
<b>Total SALARY/WAGES EXPENSE</b>	<b>1,261,754.42</b>	<b>1,671,134.55</b>	<b>-409,380.13</b>	<b>75.5%</b>
<b>Total Wages</b>	<b>1,261,754.42</b>	<b>1,671,134.55</b>	<b>-409,380.13</b>	<b>75.5%</b>
<b>BUILDING</b>				
Building Maintenance/Repair	2,684.45	3,000.00	-315.55	89.5%
Grounds Maintenance	956.43	3,000.00	-2,043.57	31.9%
Supplies	2,111.74	4,000.00	-1,888.26	52.8%

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

	Jan - Dec 25	Budget	\$ Over Budget	% of Budget
<b>Total BUILDING</b>	5,752.62	10,000.00	-4,247.38	57.5%
<b>EMS</b>				
Lease/Air/Oxygen	840.02	1,200.00	-359.98	70.0%
Repairs & Maintenance	36.57	250.00	-213.43	14.6%
Replacement-EMS	142.32	650.00	-507.68	21.9%
Supplies	1,350.28	4,000.00	-2,649.72	33.8%
Training	720.00	1,000.00	-280.00	72.0%
<b>Total EMS</b>	3,089.19	7,100.00	-4,010.81	43.5%
<b>FIRE</b>				
Professional Dues/Licenses	1,561.90	2,000.00	-438.10	78.1%
Fire Prevention/Pub Education	572.06	500.00	72.06	114.4%
Batteries	30.98	300.00	-269.02	10.3%
Conventions/Conferences	3,247.34	4,000.00	-752.66	81.2%
Physicals	1,457.00	5,500.00	-4,043.00	26.5%
Repairs & Maintenance	1,987.39	3,000.00	-1,012.61	66.2%
Replacement -Fire	1,044.46	2,000.00	-955.54	52.2%
Supplies	1,714.17	5,000.00	-3,285.83	34.3%
Testing/Insp	1,315.00	1,000.00	315.00	131.5%
Training	2,359.68	4,000.00	-1,640.32	59.0%
Uniform Clothing	6,699.01	14,000.00	-7,300.99	47.9%
<b>Total FIRE</b>	21,988.99	41,300.00	-19,311.01	53.2%
<b>INSURANCE</b>				
Insurance-General	17,596.00	16,000.00	1,596.00	110.0%
<b>Total INSURANCE</b>	17,596.00	16,000.00	1,596.00	110.0%
<b>OFFICE</b>				
Consulting	0.00			
Human Resources/Business Support	10,820.19	17,500.00	-6,679.81	61.8%
Accounting Services	8,760.00	9,000.00	-240.00	97.3%
Attorney/Support	0.00	4,426.45	-4,426.45	0.0%
Computer Maintenance	10,730.17	14,700.00	-3,969.83	73.0%
Office Software	12,925.40	18,700.00	-5,774.60	69.1%
Office Supplies	1,301.34	1,500.00	-198.66	86.8%
Postage	353.50	200.00	153.50	176.8%
Telephone/Cell-Phones/Internet	6,210.59	9,000.00	-2,789.41	69.0%
<b>Total OFFICE</b>	51,101.19	75,026.45	-23,925.26	68.1%
<b>UTILITIES</b>				
Electricity	9,283.17	14,000.00	-4,716.83	66.3%
Heating/Cooling	0.00	1,500.00	-1,500.00	0.0%
Water/Sewer/Runoff	4,409.04	4,000.00	409.04	110.2%

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10/20/25

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>
Total UTILITIES	13,692.21	19,500.00	-5,807.79	70.2%
VEHICLES				
Fuel	8,990.65	25,000.00	-16,009.35	36.0%
Repairs & Maintenance	17,226.01	15,000.00	2,226.01	114.8%
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%
Total VEHICLES	<u>27,831.50</u>	<u>45,000.00</u>	<u>-17,168.50</u>	<u>61.8%</u>
Total OPERATIONAL EXPENDITURES	<u>1,402,806.12</u>	<u>1,885,061.00</u>	<u>-482,254.88</u>	<u>74.4%</u>
Total Expense	<u>1,592,665.45</u>	<u>2,015,061.00</u>	<u>-422,395.55</u>	<u>79.0%</u>
Net Ordinary Income	<u>571,283.59</u>	<u>0.00</u>	<u>571,283.59</u>	<u>100.0%</u>
Net Income	<u><u>571,283.59</u></u>	<u><u>0.00</u></u>	<u><u>571,283.59</u></u>	<u><u>100.0%</u></u>



LGIP 2% Dues Savings Acct - 2025 New Car 1 Expenditures							
<b>\$108,000.00 Total Car 1 Budget</b>							
Date	Trans Number	Invoice No.	Check Number	Supplier/Vendor Name	Credit/Debit	Description	Note
2/26/2025	1	Deal No. 48348	17519	Ewald Chevrolet of Oconomowoc	\$ 60,887.50	2025 Chevrolet Suburban 150 Purchase	
5/8/2025	2	8282102151	17574	Motorola Solutions	\$ 3,484.20	Motorola APX6500 VHF Mobile Radio	
5/8/2025	3	8282103065	17583	Motorola Solutions	\$ 6,103.80	Motorola APX 8500 Dual-Band Mobile Radio	
5/20/2025	4	43953	17602	National Fleet Graphics	\$ 5,335.00	Furnish and Install HAFD Graphics for 2025 Chevy Suburban	
6/17/2025	5	RO #250050	17629	Thin Line Outfitters	\$ 17,159.89	Parts for Lights/Siren/Equipment Install	
8/12/2025	6	250119	17675	Thin Line Outfitters	\$ 4,510.00	Extendo Bed Custom Order	Extendo Bed Parts
10/7/2025	7	206935	17727	Fire Saftey USA	\$ 78.95	SCBA Mounting Bracket	
10/16/2025	8	250050	17727	Thin Line Outfitters	\$ 5,054.70	Labor for Lights/Siren/Equipment Install	
10/18/2025	9	207359	17726	Fire Saftey USA	\$ 368.80	Fire Extinguishers and Mounting Brackets	
<b>TOTAL EXPENDED FROM LGIP 2% DUES SAVINGS ACCT</b>					<b>\$ 102,982.84</b>	<b>TOTAL REMAING BUDGET BALANCE</b>	<b>\$ 5,017.16</b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
 October 1, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17705	10/01/2025	ENGELSON & ASS...		Park Bank Checking		-750.00
					Accounting Services	-750.00	750.00
TOTAL						-750.00	750.00
Check	17706	10/01/2025	FIRE SAFTEY USA		Park Bank Checking		-352.35
					Fire-Capital Expendi...	-352.35	352.35
TOTAL						-352.35	352.35
Check	17707	10/01/2025	MCS NETWORKS		Park Bank Checking		-2,696.51
					EMS-Capital Expen...	-2,696.51	2,696.51
TOTAL						-2,696.51	2,696.51
Check	17708	10/01/2025	O'REILLY AUTO P...		Park Bank Checking		-8.52
					Repairs & Maintena...	-8.52	8.52
TOTAL						-8.52	8.52
Check	17709	10/01/2025	Reliant Fire Appar...		Park Bank Checking		-4,933.79
					Repairs & Maintena...	-4,933.79	4,933.79
TOTAL						-4,933.79	4,933.79
Check	17710	10/01/2025	WSFIA		Park Bank Checking		-45.00
					Professional Dues/Li...	-45.00	45.00
TOTAL						-45.00	45.00
Check	17711	10/01/2025	VISA		Park Bank Checking		-2,025.87
					Fire Prevention/Pub ...	-572.06	572.06
					Supplies	-178.10	178.10
					Office Supplies	-11.27	11.27
					Telephone/Cell-Pho...	-221.96	221.96
					Conventions/Confer...	-250.00	250.00

2:39 PM

10/01/25

HOLMEN AREA FIRE DEPARTMENT  
Check Detail  
October 1, 2025

---

<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>
					Building -Capital Ex...	-169.95	169.95
					Fire-Capital Expendi...	-736.80	736.80
					EMS-Capital Expen...	-110.12	110.12
					Professional Dues/Li...	-125.61	125.61
					Office Supplies	350.00	-350.00
TOTAL						-2,025.87	2,025.87

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

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	wd	10/15/2025	WIS DEPT OF REV...		Park Bank Checking		-1,976.90
					WI State Income tax...	-1,976.90	1,976.90
TOTAL						-1,976.90	1,976.90
Check	17712	10/15/2025	AIRGAS USA, LLC		Park Bank Checking		-62.08
					Lease/Air/Oxygen	-62.08	62.08
TOTAL						-62.08	62.08
Check	17713	10/15/2025	FIRE SAFTEY USA		Park Bank Checking		-78.95
					Fire-Capital Expendi...	-78.95	78.95
TOTAL						-78.95	78.95
Check	17714	10/15/2025	GUNDERSEN HEA...		Park Bank Checking		-15.65
					Supplies	-15.65	15.65
TOTAL						-15.65	15.65
Check	17715	10/15/2025	HOLMEN ACE HAR...		Park Bank Checking		-29.98
					Supplies	-29.98	29.98
TOTAL						-29.98	29.98
Check	17716	10/15/2025	KWIK TRIP		Park Bank Checking		-1,001.46
					Fuel	-1,001.46	1,001.46
TOTAL						-1,001.46	1,001.46
Check	17717	10/15/2025	McMahon Associat...		Park Bank Checking		-2,619.69
					Human Resources/...	-2,619.69	2,619.69
TOTAL						-2,619.69	2,619.69
Check	17718	10/15/2025	O'REILLY AUTO P...		Park Bank Checking		-92.53

2:56 PM  
10/13/25

HOLMEN AREA FIRE DEPARTMENT  
Check Detail  
October 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
TOTAL					Repairs & Maintena...	-92.53	92.53
						-92.53	92.53
Check	17719	10/15/2025	RIVER CITY LAWN...		Park Bank Checking		-80.00
TOTAL					Grounds Maintenance	-80.00	80.00
						-80.00	80.00
Liability Check	17720	10/15/2025	SECURIAN LIFE IN...		Park Bank Checking		-171.34
					Insurance-Life	-105.50	105.50
					Life Insurance Paya...	-65.84	65.84
TOTAL						-171.34	171.34
Check	17722	10/15/2025	THE UNIFORM SH...		Park Bank Checking		-109.95
TOTAL					Uniform Clothing	-109.95	109.95
						-109.95	109.95
Check	17723	10/15/2025	VILLAGE OF HOLM...		Park Bank Checking		-1,257.44
TOTAL					Water/Sewer/Runoff	-1,257.44	1,257.44
						-1,257.44	1,257.44
Check	17724	10/15/2025	VISION DESIGN G...		Park Bank Checking		-60.00
TOTAL					Office Software	-60.00	60.00
						-60.00	60.00
Check	17725	10/15/2025	WENDEL		Park Bank Checking		-2,550.00
TOTAL					Location Study Pay...	-2,550.00	2,550.00
						-2,550.00	2,550.00

*FYI - ✓ H 17721 WAS VOIDED  
T.L.*

1:22 PM  
10/20/25

**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
October 20, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17726	10/20/2025	FIRE SAFTEY USA		Park Bank Checking		-1,073.10
				Fire-Capital Expendi...		-437.95	437.95
				Replacement -Fire		-225.25	225.25
				2% Fire Protection E...		-409.90	409.90
TOTAL						-1,073.10	1,073.10
Check	17727	10/20/2025	Thin Line Outfitters...		Park Bank Checking		-5,054.70
					2% Fire Protection E...	-5,054.70	5,054.70
TOTAL						-5,054.70	5,054.70
Check	17728	10/20/2025	WI State Fire Inspe...		Park Bank Checking		-85.00
				Conventions/Confer...		-85.00	85.00
TOTAL						-85.00	85.00

10:01 AM

10/21/25

HOLMEN AREA FIRE DEPARTMENT  
Check Detail  
October 21, 2025

---

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17729	10/21/2025	WSFIA		Park Bank Checking		-375.00
					Conventions/Confer...	-375.00	375.00
TOTAL						-375.00	375.00

# Memo



**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** October 8, 2025  
**Re:** McMahon Invoice Approval

---

McMahon Associates has submitted the attached invoice for professional services rendered from August 31, 2025 to September 27, 2025. Time and expenses related to labor contract negotiations, optional dental plan offering, and levy limit exemption are included.

After discussion; I am asking for the HAFD Board of Directors support through motion to approve payment of the McMahon invoice for professional service rendered August 31, 2025 to September 27, 2025 in the amount of \$2,619.69.

OCT 10 REC'D



# INVOICE

McMAHON ASSOCIATES, INC.  
1445 McMAHON DRIVE NEENAH, WI 54956  
Mailing P.O. Box 1025 NEENAH, WI 54957-1025  
PH 920.751.4200 FAX 920.751.4284  
WWW.MCMGRP.COM  
EIN NO. 39-0735791

Ryan Ostreng  
Holmen Fire District  
P.O. Box 158  
Holmen, WI 54636

October 08, 2025  
Invoice No: 401083  
Client No. H0709

**Invoice Total** \$2,619.69

Project 04-22-00321 Fire Management Counsel  
**Professional Services from August 31, 2025 to September 27, 2025**

Phase 02	Fire Department Sustainabilitiy	
<b>Professional Services</b>		<b>2,475.00</b>
<b>Expenses</b>		<b>144.69</b>
	<b>Phase Total</b>	<b>\$2,619.69</b>
	<b>Invoice Total</b>	<b><u>\$2,619.69</u></b>

Thank you for your business

Authorized  
By:

Mark Rohloff

Terms Net 30. ACH payment is preferred but not required. Contact Lisa at Ltiseling@mcmgrp.com for ACH instructions.

# Memo



**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** October 17, 2025  
**Re:** Treadmill Quote

---

HAFD currently has one treadmill that is well used by most of the staff members in the cardio portion of their daily fitness routines. As all three shifts complete their daily fitness as a group activity; this one treadmill is creating a logistical challenge with inefficient use of fitness time and pacing conflicts. Attached is a quote for three treadmill options from a fitness equipment supplier that HAFD uses to service current fitness equipment.

After discussion; I am asking for the HAFD Board of Directors support through motion to approve up to \$6,500.00 for the purchase, delivery, and setup of an additional treadmill.



# Local Sales Local Service World-Class Support

Created Date 08/05/2025  
Estimates are valid for thirty (30) days.

Quote Number 00001913  
Quote Name treadmill

## Customer Information

Bill To Name	Holmen Fire Department	Shipping Address
Billing Address	Holmen, WI	Shipping City
		Shipping State
		Shipping Zip

## Summit Information

Prepared By	Blake Nikolai	Company Address	6376 Copsps Ave
Email	bnikolai@summitcf.com		Madison, WI 53716-3761
Phone	(608) 512-7594		United States

## Important Information

**Standard Payment Terms: 50% at order, balance due at delivery. Exceptions, if applicable will be noted below.**

**Please provide tax exempt certificates if applicable.**

**Commercial treadmills require NEMA 5-20R outlet with dedicated 20 amp circuit.**

**Delivery requires site survey.**

Product	Line Item Description	Sales Price	Quantity	Total Price
B-T-ES-LED	Matrix Endurance LED Treadmill	\$5,073.00	1.00	\$5,073.00
B-T-LS-LED	Matrix Lifestyle LED Treadmill	\$3,426.00	1.00	\$3,426.00
9-3613-4TR-110-15A-10I N-60BLK-B	Star Trac 4 SERIES TREADMILL W/10" LCD	\$3,082.00	1.00	\$3,082.00
Delivery	Delivery & Assembly (1 treadmill delivery)	\$450.00	1.00	\$450.00

## Totals

Subtotal	\$12,031.00
Tax	\$0.00
Grand Total	\$12,031.00

Standard Terms & Conditions

1. There may be a 1.5% monthly service charge on **overdue accounts**. The buyer is also responsible for any collection and/or legal fees involved in collecting past due accounts.
2. If customer requires a **certificate of insurance** that includes a waiver of subrogation or if the additional insured is to be on a primary non-contributory basis the customer agrees to assume the additional cost.
3. There is a **3% processing fee** for any purchases made via **credit card**.
4. **Equipment leasing** is available with approved credit. Please contact your sales manager for more information.
5. A **restocking fee of 15%** will be applied on merchandise ordered but not accepted. Delivery, Set-Up and Freight charges will not be refunded.
6. A **Preventative Maintenance Agreement** is available for all equipment. Please contact us for further information and an itemized estimate.
7. **Storage Fees** may be assessed for any deliveries delayed within five days prior to the scheduled delivery date. Summit Commercial Fitness will try to accommodate the requested reschedule date.
8. Customer is responsible for anchoring any equipment or product that require **floor or wall anchoring/mounting**.

Proposal Approval

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

# Memo



**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** October 13, 2025  
**Re:** Ziegler Furnace/AC Proposal

---

Ziegler Heating and Refrigeration has provided that attached proposal in the amount of \$9,628.00 for the installation of a new furnace and air conditioning unit for the current fire station.

If appropriate following discussion, I am requesting that the HAFD Board of Directors support this request through a motion to approve up to \$10,000.00 for costs associated with the furnace and AC proposal submitted by Ziegler Heating and Refrigeration.

# Proposal



305 S. Main Street – P.O. Box 156  
 Holmen, WI 54636  
 608-526-4888  
 www.zieglerheating.net

PROPOSAL SUBMITTED TO Holmen Fire Dept.	PHONE 608-526-9363	DATE 09/17/2025
STREET 710 South Main Street	JOB NAME	
CITY, STATE & ZIP CODE Holmen, WI 54636	JOB LOCATION	

We hereby submit specifications and estimates for:

## Installation of Amana hi-efficiency gas furnace and central air conditioner as specified below:

- **Model: AMVC960603BN Furnace (60,000 BTU's, 96% eff.) Two-stage burner & variable speed ECM fan motor, stainless steel primary and secondary heat exchangers.**
  - **Model: ALXS3B3010 Condensing Unit (30,000 BTU's, 14.5 SEER2). R32 refrigerant.**
  - **Model: CAPFA3626B3 Evaporator Coil.**
  - **Sheet metal work as needed to transition new furnace to existing ductwork.**
  - **Install evaporator coil in plenum of furnace.**
  - **Vent furnace with PVC pipe.**
  - **Connect gas piping and electrical wiring to furnace as needed.**
  - **Install PVC condensate line for drain.**
  - **Install and level pad for base of A/C unit.**
  - **Flush line set for A/C.**
  - **A/C and furnace performance test.**
  - **Remove and haul away old equipment.**
  - **Complete system start up, check and clean up.**
  - **Warranty: Furnace – 1 years labor, 5 years parts and 20 years heat exchangers.**
  - **A/C – 1 year labor, 5 years parts and 5 years on the compressor.**
- All other materials and accessories – 1 year labor and parts.**

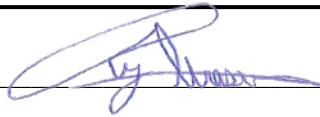
**Notes: Coupons available at [Zieglerheating.net](http://Zieglerheating.net)  
 Please turn in coupons on day of installation.**

Furnace: \$4,746.00	A/C: \$5,132.00
Furnace Coupon: -\$150.00	A/C Coupon: -\$100.00
<b>Total: \$4,596.00</b>	<b>Total: \$5,032.00</b>

**PKG Price: \$9,628.00**

Payment to be made as follows: **In full upon completion.**

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

Authorized Signature 

Note: This proposal may be withdrawn by us if not accepted within 30 days.

## Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Signature: \_\_\_\_\_

**28 of 56**



**\$100.00 Off**

Save \$100.00 on an  
Amana Air Conditioner Installation\*

Expires: 10/31/2025

*Print this coupon and redeem on the day of installation.*

Valid at Ziegler Heating & Air Conditioning  
305 South Main Street, Holmen, WI 54636  
(608) 526-4888

One coupon per offer. No cash value.  
\*Excludes new construction.

**\*\*To redeem offer: Customer must print coupon and present at time of installation (or any time before installation occurs).**

**Savings will be reflected on invoice.**



**\$150.00 Off**

Save \$150.00 on an  
Amana Gas Furnace Installation\*

Expires: 10/31/2025

*Print this coupon and redeem on the day of installation.*

Valid at Ziegler Heating & Air Conditioning  
305 South Main Street, Holmen, WI 54636  
(608) 526-4888

One coupon per offer. No cash value.

\*Excludes new construction.

**\*\*To redeem offer: Customer must print coupon and present at time of installation (or any time before installation occurs).**

**Savings will be reflected on invoice.**

## 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	101	2
FEBRUARY	82	23	71	-11	80	9	71	-9	80	9	92	12	97	5	90	-7	96	6
MARCH	81	8	65	-16	107	42	64	-43	111	26	112	1	103	-9	84	-19	103	19
APRIL	90	23	87	-3	97	10	85	-12	104	19	122	18	130	8	83	-47	85	2
MAY	85	22	92	7	82	-10	70	-12	101	31	131	30	114	-17	83	-31	113	30
JUNE	76	-4	90	14	98	8	83	-15	88	5	91	3	94	3	97	3	111	14
JULY	79	0	98	19	80	-18	92	12	109	17	104	-5	101	-3	98	-3	136	38
AUGUST	82	-14	87	5	84	-3	97	13	125	28	104	-21	113	9	110	-3	126	16
SEPTEMBER	64	5	84	20	77	-7	90	13	113	23	128	15	97	-31	89	-8	118	29
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>989</b>	<b>156</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	92
4 - Hazardous Condition (No Fire)	2
5 - Service Call	0
6 - Good Intent Call	15
7 - False Alarm & False Call	8
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	0
	118



# Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



ITEM 8a2

## September 2025

### HAFD Incidents by Municipality

Report Pulled On: 10/05/2025

Incident Category	Total
<b>Municipality: City of Onalaska</b>	
6 - Good Intent Call	6
<b>Total: 6</b>	
<b>Municipality: Galesville</b>	
3 - Rescue & Emergency Medical Service Incident	1
<b>Total: 1</b>	
<b>Municipality: Town of Holland</b>	
3 - Rescue & Emergency Medical Service Incident	9
6 - Good Intent Call	1
<b>Total: 10</b>	
<b>Municipality: Town of Onalaska</b>	
1 - Fire	1
<b>Total: 1</b>	
<b>Municipality: Village of Holmen</b>	
3 - Rescue & Emergency Medical Service Incident	82
4 - Hazardous Condition (No Fire)	2
6 - Good Intent Call	8
7 - False Alarm & False Call	8
<b>Total: 100</b>	
<b>Total: 118</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.

2025 Training Administration Hours				
Date	Meinertz		Ostreg	Notes
	Reg Rate Hours	OT Rate Hours	Reg Rate Hours	
01/01/25	4.00			January Training Instructor Guide Prep
01/02/25				
01/03/25				
01/04/25	4.00			Updated User Profiles. ISO Training Hours
01/05/25	2.50			Updated User Profiles. ISO Training Hours
01/06/25	0.25			Contacts made for HAZMAT Training
01/07/25			1.00	Construct training administration time spreadsheet.
01/08/25				
01/09/25			3.00	Target Soln EMS Training Activity Review, 2024 ISO Training Reports, Research IAAI Training for Fire Investigation
01/10/25	3.00			Proper Entries Adding RTF , Blue Card, Art Reading Smoke, Planning
01/11/25	2.00			Emails to staff, Correspondance with OFD training, Prep for HPD inservice
01/12/25				
01/13/25				
01/14/25				
01/15/25				
01/16/25	2.00			Target solutions documentation, HAZMAT Training Emails to Onalaska
01/17/25	4.50			Call to Instructor, Email Staff, Onalaska, Ice Rescue Competencies, Planning
01/18/25				
01/19/25				
01/20/25			1.75	Transition staff from EMS NCCP 2016 training reqs to NCCP 2025 in Target Solutions
01/21/25				
01/22/25	4.50			SCBA Drill Development, February Training Prep, Hybrid Vehicle Training Communication
01/23/25	5.00		1.00	SCBA Drill Development, February Training Prep, Target Solutions Entries
01/24/25				
01/25/25				
01/26/25				
01/27/25			2.00	LCFD Search Training Coordination
01/28/25	3.00		1.50	Targets Solutions Documentation, Credential Target Solutions, REACT Class Communication, Training Plan
01/29/25	13.00			Training Building Preperations, Emails to Onalaska, Updated CPR Credentials
01/30/25	8.00			Leadership in the Fire Service, Meet Southworth Training Building, next 6 months planning
01/31/25				
02/01/25				
02/02/25				
02/03/25	3.00			Emails Southworth, Target Solutions Next 6 month plan, EV Training
02/04/25	2.50			Target Solution Assingment Builds, Review Material for upcoming training, RIC preparation
02/05/25		2.25		County Training Officer Meeting - West Salem FD
02/06/25				
02/07/25		1.00		Target Solutions: HAZMAT Classroom Prep
02/08/25				
02/09/25	3.00			Drill PREP, EMAILS Southworth, PIT Crew EMS

02/10/25	2.50		1.00	Next 6 month drill prep, Hazmat worksheets; DNR Wildfire Training Coordination
02/11/25				
02/12/25		1.00	1.00	Setup Target Solutions montly officers meeting course, review and correct ISO related training records, Meinertz outreach planning
02/13/25			2.50	Target Solutions fire inspector and ISO credential management and course assignment
02/14/25				
02/15/25	3.00			PIT Crew, class Prep, and Outline
02/16/25	5.00		1.00	Changes to PIT crew document, Training Planning 3Q and 4 Q
02/17/25	3.00			Lavery Review Create Power Point for HPD Training
02/18/25				
02/19/25				
02/20/25				
02/21/25			1.00	Training Captain Concept Discussion
02/22/25	2.00			Emails to set up joint trainings, mask fit test, spirometry, december training
02/23/25				
02/24/25				
02/25/25				
02/26/25				
02/27/25	6.00	1.00	1.00	Target Solutions for March, Mask Fit testing scheduling, Prep for HPD inservice, medications, PIT Crew EMS, Lavery OT
02/28/25	5.00		1.00	Rope Bag Assembly,Test smoke machine React Certificates, Medication Powerpoint. March Training Reference
03/01/25				
03/02/25				
03/03/25				
03/04/25			2.00	Review CO Rd XX Site for Possible House Burn, Estimate Associated Costs
03/05/25	2.00		3.00	Targets Solutions, Reviewing Hose loads for training 2.5 deployment; Ostreng Fire Inspection Draft Powerpoint
03/06/25	4.00			Email Southworth, December training program, PIT Crew EMS- Target solutions
03/07/25	0.75		0.75	RTF Meeting/ Training with PD
03/08/25				
03/09/25				
03/10/25				
03/11/25	3.00			Contact with Runde, Target solutions Myranda, Prepare for trainings
03/12/25	4.00			Target solutions reports, New Training Prep, Gas Leak, EV Class Prep
03/13/25				
03/14/25				
03/15/25				
03/16/25	1.50			TS Build Wildland FF/Operations, Gas Leak Prep, ISO reports
03/17/25	4.00			TS Build Hybrid Vehicles/ training prep. Athletic trainers, Hose load changes
03/18/25	2.00			hose loads
03/19/25	2.00	1.00		training Prep, Gundersen Athletic training. Emails and phone calls
03/20/25				
03/21/25				
03/22/25				
03/23/25	3.00			April prep Natural Gas, Target Solutions Reports, Assigning April Assingments
03/24/25	2.50		1.50	Training Prep, Natural Gas SOP
03/25/25		3.00	1.00	XX Training Prep

03/26/25		2.00		XX Training Prep
03/27/25				
03/28/25				
03/29/25	3.00		1.00	APRIL Training Prep, Natural Gas SOP
03/30/25	4.00			APRIL Training Prep
03/31/25				
04/01/25			1.00	Review April training plan
04/02/25				
04/03/25				
04/04/25				
04/05/25				
04/06/25				
04/07/25			1.00	Training PowerPoint for ImageTrend inspections and activities
04/08/25				
04/09/25				
04/10/25	3.00			Target Solutions Activities Build, Training prep for May
04/11/25	4.00			Pump Operations Prep, Target Solutions Progress Reports
04/12/25				
04/13/25	2.00			prep for may
04/14/25				
04/15/25				
04/16/25			1.00	Additional Research for Training Plan for Fire Investigators
04/17/25	2.00		2.00	Build New Activities for Natural Gas Training, Elevator, Target Solutions Clean Up; Review WI EMS & ISO credential progress
04/18/25	3.00			Build New Activities for Natural Gas Training, Elevator, Target Solutions Clean Up May Prep, credentials
04/19/25				
04/20/25				
04/21/25				
04/22/25	5.00			Probationary Manual Preparation
04/23/25	1.00		1.00	Emails To Chris Geary for Pool Training and Prep; Review of updated HAFD Training Manual
04/24/25				
04/25/25				
04/26/25				
04/27/25				
04/28/25	2.25			Email Chris Geary, May Training Plan, Expectations
04/29/25			1.00	Review May Training Plan
04/30/25				
05/01/25				
05/02/25				
05/03/25				
05/04/25	1.50			Target Solutions, Expectations
05/05/25	2.00			target Solutions, Expectations, June Planning
05/06/25				
05/07/25				
05/08/25				

05/09/25				
05/10/25				
05/11/25	2.00		1.00	Targetsolutions, June Planning for Extrication; Target Soln ISO Training Administration Training
05/12/25				
05/13/25	2.00			Target Solutions video ISO, Emails to Southworth and TSA
05/14/25				
05/15/25				
05/16/25				
05/17/25	2.00			Expectations, June Prep
05/18/25				
05/19/25				
05/20/25				
05/21/25	2.00			Target Solutions, Training prep
05/22/25	3.25			New Hire Target Solutions Entry and Set up, Training Binder and Orientation
05/23/25				
05/24/25				
05/25/25				
05/26/25				
05/27/25	2.00			Assign June, June Prep
05/28/25	1.00			EMS activities zoll monitor and duel shock
05/29/25	1.00			Runde Extrication Contacts and Scheduling
05/30/25				
05/31/25				
06/01/25				
06/02/25				
06/03/25			1.00	Research Public Firer and Life Safety Educator Certification
06/04/25			1.00	Upcoming Trainig Discussion with Meinterz
06/05/25				
06/06/25				
06/07/25				
06/08/25				
06/09/25			1.00	Review Department-wide Fire Training Hours
06/10/25	2.00			Target Solutions- check- Add Emma Catch up assingments
06/11/25				
06/12/25				
06/13/25	1.00			Emails For training opportunites. Start July Plan
06/14/25				
06/15/25	1.00			July Planning. Email Sarah Christensen
06/16/25	1.50			Target Solutions Build Extrication, Extrication Planning
06/17/25				
06/18/25				
06/19/25				
06/20/25				
06/21/25	2.00			target solutions, next month planning, emails for disaster drill
06/22/25	1.00			Assit Captain Garrow with TS Entries

06/23/25			1.00	Review Training Needs with Meinertz
06/24/25				
06/25/25				
06/26/25				
06/27/25	1.00			
06/28/25	3.00			Emails, Preparation for July
06/29/25				
06/30/25	5.00			July Preparation. Instructor Reference completed, Assigned Target Solutions , Email Correspondence with Jo Pfaff
07/01/25				
07/02/25				
07/03/25	2.00		1.50	Review target solutions- EMT Refresher Status; Review ISO Facility Training and Associated Budget Impacts for 2026
07/04/25				
07/05/25				
07/06/25			3.00	Review 2025 Budgeted OT Training, Update Actual Costs
07/07/25			1.00	Discuss Upcoming Training with Meinertz
07/08/25				
07/09/25	1.00			Rope Rescue Research for Training
07/10/25			1.00	Observe Pump Operator Training
07/11/25				
07/12/25				
07/13/25			3.00	Review Possible 2026 Training Subjects
07/14/25	2.00			Training Entries Target solutions B Shift and Review, Garrow
07/15/25	1.00			Communication With Chief Southworth, Upcoming training with athletic trainers and TSA
07/16/25	2.00			Target Solutions Entries, Review all Shifts, Engineer Manual Review
07/17/25	1.00			Correspondance with Captian Lavery and Joe Pfaff for Weekend drill
07/18/25				
07/19/25				
07/20/25			1.00	Review ISO related training credit
07/21/25				
07/22/25			1.00	Search for Trauma Related Training Grants
07/23/25				
07/24/25				
07/25/25				
07/26/25				
07/27/25	3.00			Target Solutions, B Shift, Prep for Aug
07/28/25	1.50			Add new course GLMc with Onalaska , august prep, assignment for next month
07/29/25	2.50			Reference for August, Correspondance with Southworth, Rundes, Chief Bolstad
07/30/25			1.00	Audit Target Solution Training Recors
07/31/25				
08/01/25				
08/02/25	1.50			Review Emma Probationary Manual, and sign off on completions. Correspondance with Southworth and RUNDE Recycling
08/03/25	2.00			Engineer Manual, Target solutions entries
08/04/25				
08/05/25			1.00	ISO Training Audit Class

08/06/25	1.50			Emails with Southworth. Planning for Septemeber, manual
08/07/25				
08/08/25	2.00			Engineer Training Manual/ Correspondance with Southworth Scheduled September Training with Onalaska
08/09/25			1.00	Review Facility Training Options for Proposed Fire Station
08/10/25				
08/11/25	3.00			Emails Southworth and Captains, Training topics for September, Engineeer Manual
08/12/25			0.50	Engineer Training Discussion with Meinertz
08/13/25			1.25	Construct Target Soln Training Activities
08/14/25				
08/15/25				
08/16/25				
08/17/25				
08/18/25				
08/19/25				
08/20/25				
08/21/25				
08/22/25				
08/23/25				
08/24/25				
08/25/25		1.00		Phone Garrow, Runder, Southworth Emails
08/26/25	2.00			Target solutions sprinkler training, Email Southworth Active Shooter, Training Entries B Shift, September Planning
08/27/25	3.00			ISO Review September Training prep, Emmaline Book Review, Training Entries Activity Builds
08/28/25				
08/29/25				
08/30/25				
08/31/25				
09/01/25	1.50			September Training
09/02/25	3.00			Engineer Manual and Review with Captain Cook
09/03/25				
09/04/25				
09/05/25			2.00	Review Enginer Manual
09/06/25				
09/07/25	2.75		1.50	Target solutions, Emails Ona, Build target solutions activities, Engineer manual changes
09/08/25	2.00			Engineer Manual
09/09/25				
09/10/25				
09/11/25	1.50			Engineer Manual Changes
09/12/25				
09/13/25				
09/14/25				
09/15/25				
09/16/25				
09/17/25				
09/18/25				
09/19/25	1.00			Targets Solutions Entries

09/20/25	3.50			Completed all finishes on Engineer Manual
09/21/25				
09/22/25				
09/23/25				
09/24/25			0.50	Observer Search and Rescue Training in Training House
09/25/25	4.00			Training Prep for Joint Training and Instruction
09/26/25	2.50			Target Solutions Review and Documentation
09/27/25				
09/28/25				
09/29/25				
09/30/25				
10/01/25				
10/02/25				
10/03/25				
10/04/25				
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12/27/25				
12/28/25				
12/29/25				
12/30/25				
12/31/25				
	237.75	12.25	60.25	
<b>Training Administration Hours Grand Total</b>				<b>310.25</b>
<b>Training Administration Cost Grand Total</b>				<b>\$8,369.95</b>



# HOLMEN AREA FIRE DEPARTMENT FLEET REPLACEMENT PLAN

Ryan Ostreng, Fire Chief

October 20, 2025

# Holmen Area Fire Department Fleet Replacement Plan

The Holmen Area Fire Department (HAFD) lacks a current fleet replacement plan to assist department personnel and the Board of Directors in making informed decisions about these costly, yet essential, vehicles. This plan aims to provide a strategic and financially responsible framework for replacing the various fire apparatus used by HAFD, ensuring the department maintains safe, efficient, and dependable emergency response operations.

The objectives of this plan include:

1. Maintain a modern, functional fleet that meets NFPA standards;
2. Avoid excessive maintenance costs from aging equipment.
3. Plan and budget for replacements proactively.
4. Increase operational efficiency and firefighter safety.

The standards used as reference to this plan include:

- National Fire Protection Association (NFPA) 1900 (2024): Standard for Aircraft Rescue and Firefighting Vehicles, Automotive Fire Apparatus, Wildland Fire Apparatus, and Automotive Ambulances;
- NFPA 1901 (2016): Standard for Automotive Fire Apparatus;
- NFPA 1910 (2024): Standard for Inspection, Maintenance, Refurbishment, Testing, Retirement of In-Service Emergency Vehicles, and Requirements for Marine Firefighting Vessels;
- NFPA 1911 (2017): Standard for Inspection, Maintenance, Testing, and Retirement of In-Service Emergency Vehicles;
- FEMA guidelines; and
- Insurance Service Office (VERISK) fire department engine, ladder/service, and reserve apparatus rating requirements.

This plan is a living document and should be reviewed and updated annually to ensure the needs of the department are adequately captured and the partner municipalities and kept informed.



## FUNDING AND BUDGET STRATEGY

The following outlines a forward-looking approach to securing and managing funds for apparatus replacement. The goal is to ensure transparency, long-term planning, and financial sustainability:

- **Capital Improvement Plan (CIP):** Implement a multi-year budgeting process to distribute costs over several years. Under the current agreement, each municipality within the HAFD agreement contributes an equal share toward capital expenditures. This plan enables municipalities to anticipate and prepare for future fire district equipment and capital needs.
- **Grants:** Pursue funding opportunities through the Assistance to Firefighters Grant (AFG) program and other state-level funding sources.
- **Lease-Purchase Agreements:** Utilize lease-purchase options to manage large equipment acquisitions in a fiscally responsible manner over time.
- **Reserve Fund:** Continue designating a portion of the annual 2% dues collected from the state to the apparatus reserve fund to support future replacement needs.

## MAINTENANCE AND EVALUATION

The following outlines a structured approach to maintaining, assessing, and managing the lifecycle of all fire apparatus to ensure reliability, safety, and cost-effectiveness.

- **Annual Evaluation:** Conduct yearly inspections and performance reviews of each apparatus to assess condition, operational readiness, and compliance with safety standards.
- **Maintenance Tracking:** Maintain comprehensive service and repair logs to monitor performance trends, identify recurring issues, and support data-driven maintenance planning.
- **Mid-Life Refurbishment:** Evaluate the potential for mid-life refurbishments to extend service life, enhance performance, and reduce long-term replacement costs where appropriate.
- **Decommissioning Protocol:** Establish a standardized process for decommissioning apparatus, including assessment for resale, trade-in, or donation opportunities to maximize value and support community benefit.

## REPLACEMENT PRIORITY EVALUATION

Apparatus replacement should be prioritized based on the following factors:

1. **Mission Criticality:** Importance of the apparatus to core emergency response operations.
2. **Age and Usage:** Consideration of the unit's age, mileage, and total operating hours.
3. **Safety Compliance:** Alignment with current NFPA standards and industry safety features (e.g., seatbelts, airbags, ABS, emissions compliance).
4. **Maintenance Costs:** Evaluation of maintenance expenses and trends indicating increasing repair frequency or cost.
5. **Operational Reliability:** Assessment of dependability, including frequency and severity of mechanical failures.
6. **Functional Adequacy:** Identification of any operational or design deficiencies that limit effectiveness or safety.

FIRE SERVICE RECOMMENDED REPLACEMENT CYCLES		
Apparatus Type	Recommended Replacement Cycle	Notes
Frontline Engines	15 years	
Reserve Engines	+5 years beyond frontline	Total of 20 years
Aerials	20 years	Increased maintenance costs after 15 years
Tenders	20 years	Increased maintenance costs after 15 years
Command/Staff/Support	7 to 10 years	SUV/Light-duty vehicles
Specialty	15 to 20 years	Light rescue, brush truck, UTV, boat

## FLEET INVENTORY OVERVIEW AND REPLACEMENT PLAN

### Emergency Service Staff Light Duty Vehicle Replacement



The Holmen Area Fire Department programmed replacement of emergency staff light-duty vehicles would allow for the rotation and replacement of vehicles based on work assignment needs, have excessive mileage, suffer from unreliable performance, and have repairs needed that exceed the value of the vehicle. The criteria for determining the future replacement of these vehicles includes if they have over 120,000 miles, or are over 12 years old, or a new light-duty vehicle would best meet operational needs of the Department.

EMERGENCY SERVICE STAFF LIGHT-DUTY VEHICLES								
Unit	Location	Year	Make	Category	Mileage	Veh ID	Revolving	Recommended Replacement
Car 1	HAFD Sta.	2025	Chevrolet	SUV	294	76125	Yes	2037
Car 2	HAFD Sta.	2014	Ford	SUV	63,665	761	Yes	2026
Support 1	HAFD Sta.	2005	Ford	SUV	52,716	762	Yes	2017

**Plan**

Current Car 1 (listed above as Car 2) will rotate to Car 2 status when new Car 1 is placed into service this year (2025). Car 2 will serve as a backup command vehicle and as a staff car for use by an eventual second fire administrator position.

Support 1 will be decommissioned and will be replaced by Car 2 for the time being until Brush 1 can be rotated into a support role.

**Specialized Vehicle Replacement**



The Holmen Area Fire Department programmed replacement of specialized vehicles (e.g., rescue, service, support) would allow for the replacement of vehicles that have excessive mileage, suffer from unreliable performance, and have repairs that exceed the value of the vehicle. Some of these vehicles are often lightly used and incur minimal levels of mileage each year. But others are heavily used and incur higher levels of mileage and use each year.

The criteria for determining the future replacement of these lightly used vehicles are if they have over 120,000 miles or are over 20 years old, or new options exist that better meet the operational needs of the department.

SPECIALIZED VEHICLES								
Unit	Location	Year	Make	Category	Mileage/Hours	Veh ID	Revolving	Recommended Replacement
Rescue 1	HAFD Sta.	2017	Ford	Rescue	30,420/0	761	Yes	2037
Brush 1	HAFD Sta.	2011	Ford	Pickup	5,258/0	764	Yes	2031
UTV 1	HAFD Sta.	2007	Polaris	UTV 6x6		770	Yes	2027
Boat 1	HAFD Sta.	2012	G3 1860 VBM	Shallow Boat		765	Yes	2034

**Plan**

Replace Brush 1 and rotate current Brush 1 to a support role as Support 1. For new Brush 1,

consider a hybrid brush truck/mini-pumper setup to use for both grass/brush fires as well as an initial attack fire engine that can be used in areas of the district where properties have narrow and/or steep driveways that make it more challenging to get a standard pumper to make access onto the property.

### Fire Engine Replacement



The Holmen Area Fire Department’s fleet currently consists of two primary fire engines with no reserve engines. The department’s long-term objective is to maintain a fleet rotation plan in which each fire engine serves a primary front-line role for 10 years, followed by a secondary front-line role for an additional 10 years before being decommissioned. This approach establishes a 20-year total service life for each apparatus.

FIRE ENGINES								
Unit	Location	Year	Make	Chassis	Hours/Mileage	Veh ID	Revolving	Recommended Replacement
Engine 1	HAFD Sta.	2023	Pierce	Saber	1029/12,498	771	Yes	2043
Engine 2	HAFD Sta.	2013	Pierce	Dash CF	3298/28,451	772	Yes	2033

#### Plan

Order a replacement engine in 2028 for Engine 2 (assuming a 48 to 60 month build time). Current replacement fire for Engine 1 is \$1,070,000.

### Fire Aerial Replacement



The Holmen Area Fire Department currently operates without an aerial apparatus in its fleet. Within the HAFD district, there are nine multi-family residential buildings and one assisted living facility that are three stories in height (excluding roof peaks). In addition, there are two processing and manufacturing facilities with roof elevations of approximately 40 feet.

An aerial apparatus would significantly enhance the Department's ability to provide elevated access and master stream capabilities for these occupancies, improving both operational effectiveness and firefighter safety.

The Department's long-term fleet plan aspires for an aerial apparatus to serve in a front-line role for 20 years before being decommissioned at the end of its service life.

**Plan**

Order an aerial apparatus to be placed into service by 2045.

**Fire Water Tender Replacement**



The Holmen Area Fire Department's water tender fleet currently consists of one primary apparatus. The Department's long-term fleet objective is for each water tender to serve in a

front-line role for 30 years before being retired from service, establishing a 30-year service life standard for this apparatus type.

FIRE TENDERS								
Unit	Location	Year	Make	Chassis	Hours/Mileage	Veh ID	Revolving	Recommended Replacement
Tender 1	HAFD Sta.	1998	Freightliner	FL80	1,262/13,624	773	Yes	2028

**Plan**

Order a new engine ASAP to replace Engine 1. Replace Tender 1 with current Engine 1.

**CONCLUSION**

A structured fire apparatus replacement plan ensures fiscal responsibility, public safety, and operational readiness. By planning proactively and revisiting this plan annually, the department can mitigate risk, control costs, and ensure long-term sustainability of emergency services.

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UNIT	LOCATION	YR	MAKE	CATEGORY	VEH ID	RECOMMENDED REPLACEMENT	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045	2046	2047	2048	2049	2050	2051	2052	
<b>FIRE ENGINES</b>																																					
Engine 2	HAFD Station	2013	Pierce	Saber Pumper	772	2035	SEC												AUC																		
Engine 1	HAFD Station	2023	Pierce	Dash CF Pumper	77123	2029	E1						TN1-B																								
Engine 1-B	HAFD Station	2029	Pierce	Impel Pumper	77129	2049							E1-B						SEC																AUC		
Engine 2-B	HAFD Station	2035	Pierce	Impel Pumper	77235	2055													E2-B																SEC		
Engine 1-C	HAFD Station	2049	Pierce	Impel Pumper	77149	2069																													E1-C		
<b>FIRE AERIAL</b>																																					
Quint 1	HAFD Station	2045	Pierce	Impel Ladder	76945	2065																														Q1	
<b>FIRE TENDERS</b>																																					
Tender 1	HAFD Station	1998	Freightliner	Tender	773	2029							AUC																								
Tender 1-B	HAFD Station	2023	Pierce	Tender/Engine	77323	2053							TN1-B																								
<b>RESCUES</b>																																					
Rescue 1	HAFD Station	2017	Rosenbauer	Light Rescue	766	2032													AUC																		
Rescue 1-B	HAFD Station	2032		Light Rescue	76132	2044													R1-B																AUC		
Rescue 1-C	HAFD Station	2044		Light Rescue	76144	2056																													R1-C		
<b>EMERGENCY SERVICE STAFF LIGHT-DUTY VEHICLES</b>																																					
Car 1	HAFD Station	2014	Ford	SUV	761	To C2				C2																											
Car 1-B	HAFD Station	2025	Chevy	SUV	76125	2037				C1-B																										AUC	
Car 2	HAFD Station	2014	Ford	SUV		2031				C2																										AUC	
Car 2-B	HAFD Station	2031				2043																														C2-B	
Car 1-C	HAFD Station	2037				2049																														C1-C	
Car 2-C	HAFD Station	2043				2055																														C2-C	
Car 1-D	HAFD Station	2049				2061																														C1-D	
<b>SPECIALIZED VEHICLE REPLACEMENT</b>																																					
Brush 1	HAFD Station	2011	Ford	Pickup With Skid Unit		To S1-B						S1-B																									
Brush 1-B	HAFD Station	2027				2042																															S1-C
Brush 1-C	HAFD Station	2021				2032																														BR1-C	
Brush 1-D																																				BR1-D	
Support 1	HAFD Station		Ford	SUV						AUC																											
Support 1-B	HAFD Station	2011				2027						S1-B																								AUC	
Support 1-C	HAFD Station																																			S1-C	
Support 1-D	HAFD Station																																			S1-D	
UTV 1	HAFD Station	2010	Polaris	Ranger 6X6		2032																														AUC	
UTV 1-B	HAFD Station																																			UTV1-B	
UTV 2	HAFD Station																																				UTV2
UTV 1-C	HAFD Station																																				UTV1-C
Boat 1	HAFD Station																																				
UTV 2-B	HAFD Station																																				
UTV 2-C	HAFD Station																																				
UTV 3-D	HAFD Station																																				
Boat 1	HAFD Station																																				
Boat 1-B	HAFD Station																																				
Boat 1-C	HAFD Station																																				

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## HOLMEN AREA FIRE DEPARTMENT FLEET REPLACEMENT PLAN ESTIMATED COSTS (WITHOUT INFLATION)

UNIT	LOCATION	YR	MAKE	CATEGORY	VEH ID	RECOMMENDED REPLACEMENT	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035	2036	2037	2038	2039	2040	2041	2042	2043	2044	2045		
<b>ENGINE REPLACEMENT COSTS</b>																													
Engine 1	HAFD Station	2023	Pierce	Dash CF Pumper	771	2029					1.20																		
Engine 2	HAFD Station	2013	Pierce	Saber Pumper	772	2035											1.20												
TOTAL ANNUAL FIRE ENGINE REPLACEMENT IN MILLIONS							0	0	0	0	1.20	0	0	0	0	0	1.20	0	0	0	0	0	0	0	0	0	0		
<b>AERIAL REPLACEMENT COSTS</b>																													
Truck 1	HAFD Station	2045	Pierce	Impel Ladder	77445	2065																					2.4		
TOTAL ANNUAL AERIAL REPLACEMENT COSTS IN MILLIONS							0	0	0	0	0	0	2.2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2.4	
<b>TENDER REPLACEMENT COSTS</b>																													
Tender 1	HAFD Station	1998	Freightliner	Tender	773	2029				E1																			
TOTAL ANNUAL TENDER REPLACEMENT COSTS IN MILLIONS							0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
<b>EMERGENCY SERVICE STAFF LIGHT-DUTY VEHICLES REPLACEMENT COSTS</b>																													
Car 1	HAFD Station	2025	Chevy	SUV	76125	2037	110																						
Car 2	HAFD Station	2014	Ford	SUV	761	2031	C1					110																	
Car 1	HAFD Station	2037				2049													110										
Car 2	HAFD Station	2031				2043																		110					
TOTAL ANNUAL EMERGENCY SERVICE STAFF LIGHT DUTY VEHICLE REPLACEMENT COSTS IN THOUSANDS							110	0	0	0	0	0	110	0	0	0	0	0	110	0	0	0	0	0	110	0	0		
<b>SPECIALIZED VEHICLE REPLACEMENT COSTS</b>																													
Rescue 1	HAFD Station	2017	Ford	Rosenbauer Light Rescue		2032								200															
Rescue 1	HAFD Station	2032				2047																				200			
Brush 1	HAFD Station	2011	Ford	Pickup with Skid Unit		2027			100																				
Brush 1	HAFD Station	2027				2037														100									
UTV 1	HAFD Station	2007	Polaris	Ranger 6X6		2030					40																		
Boat 1	HAFD Station	2012				2032										30													
TOTAL ANNUAL SPECIALIZED VEHICLE REPLACEMENT COSTS IN THOUSANDS							0	0	100	0	0	40	0	0	0	30	0	0	100	0	0	0	0	0	0	0	0	0	
TOTAL ANNUAL FLEET REPLACEMENT COSTS IN MILLIONS							0.11	0	0.10	0	1.20	0.40	0.11	0.20	0	0.30	1.20	0	0.21	0	0	0	0	0	0	0	0.11	0.20	2.4

# Memo




**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** October 18, 2025  
**Re:** Request for Internal Promotion – Fire Captain of Training


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I am requesting approval to proceed with the internal promotion of a current HAFD firefighter to the rank of Captain, with responsibilities related to oversight and management of the HAFD Training Program.

In general, the fire service rank of Captain represents a senior company officer responsible for supervising assigned personnel and managing programmatic or administrative functions with a higher level of leadership and autonomy. Within the current HAFD organizational structure, the Captain rank is the appropriate level of authority to lead the training program, ensuring its consistent implementation and equal importance across all three shifts.

Following discussion, I am requesting that the HAFD Board of Directors support this request through a motion to approve the promotion of an HAFD firefighter to the rank of Captain.

 HAFD BUDGET	2023 Budget Amended - 4 Person Minimum with CBA Settlement	2024 Adopted Budget	2025 Adopted Budget	2026 Proposed Budget	Notes
<b>Income</b>					
2% Fire Protection Equipment	\$63,000.00	\$70,000.00	\$85,108.00	\$93,739.00	
<b>Income-Budget</b>	\$1,622,683.00	\$1,735,061.20	\$1,885,061.00	\$1,971,300.00	4.57% Increase
<b>Capital /Reserve Income</b>	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	
Income-Interest	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Interest-Special	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Misc	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Permit	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Grants and Donations	\$50,000.00	\$0.00	\$0.00	\$0.00	
<b>Total Income</b>	\$1,785,683.00	\$1,855,061.20	\$2,020,169.00	\$2,115,039.00	4.70% Increase
<b>Expense</b>					
<b>CAPITAL EXPENDITURES</b>					
2% Fire Protection Equipment Ex	\$18,839.39	\$10,000.00	\$80,000.00	\$78,739.00	Note 1
Building -Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	
EMS-Capital Expenditures	\$10,000.00	\$10,000.00	\$20,000.00	\$5,000.00	
Fire-Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	\$30,000.00	
<b>Total CAPITAL EXPENDITURES</b>	\$68,839.39	\$60,000.00	\$130,000.00	\$128,739.00	
<b>OPERATING EXPENDITURES</b>	\$1,716,843.61	\$1,795,061.19	\$1,885,061.00	\$1,986,300.00	
<b>TOTAL EXPENDITURES</b>	\$1,785,683.00	\$1,855,061.19	\$2,015,061.00	\$2,115,039.00	
<b>TOTAL REVENUE</b>	\$1,785,683.00	\$1,855,061.20	\$2,020,169.00	\$2,115,039.00	
<b>NET</b>	\$0.00	\$0.01	\$5,108.00	\$0.00	
<b>SALARY/WAGES EXPENSE</b>					
Employee Benefit Health	\$253,090.02	\$198,658.20	\$234,600.00	\$267,705.76	
Employee Retirement Career	\$138,125.86	\$140,292.10	\$150,689.65	\$178,107.94	Note 2
Employee Retirement Volunteer	\$0.00	\$0.00	\$0.00	\$0.00	
Payroll-Tax Expense	\$61,976.13	\$84,019.60	\$88,653.03	\$92,423.68	
Insurance-DWD Compensation	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance-Life	\$3,393.60	\$3,592.45	\$3,000.06	\$2,311.19	
Insurance - Income Continuation	\$0.00	\$5,203.37	\$5,328.66	\$5,750.16	
Insurance-Work-Comp	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	
Officer Salary	\$105,000.00	\$105,000.00	\$103,000.00	\$106,100.80	Note 3
Salary	\$774,284.78	\$793,113.48	\$813,994.27	\$852,259.70	Note 4
Overtime	\$96,000.00	\$120,159.00	\$163,608.00	\$173,184.23	Note 5
Acting Pay	\$840.00	\$1,260.00	\$1,260.00	\$1,835.00	
FLSA	\$13,490.22	\$20,827.56	\$21,803.42	\$18,262.71	
Holiday Pay	\$56,793.00	\$35,951.57	\$36,898.09	\$38,632.65	
Holiday OT	\$0.00	\$11,983.86	\$12,299.36	\$12,877.55	

 <b>HAFD BUDGET</b>	<b>2023 Budget Amended - 4 Person Minimum with CBA Settlement</b>	<b>2024 Adopted Budget</b>	<b>2025 Adopted Budget</b>	<b>2026 Proposed Budget</b>	<b>Notes</b>
Part Time Wages	\$10,000.00	\$10,000.00	\$6,000.00	\$5,000.00	
Fire Administration Contract	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Wage Reimbursement		\$36,000.00	\$0.00	\$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>\$1,784,451.38</b>	6.78% Increase
<b>BUILDING</b>					
Building Maintenance/Repair	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	
Grounds Maintenance	\$3,000.00	\$3,000.00	\$3,000.00	\$2,500.00	
Supplies	\$2,000.00	\$2,500.00	\$4,000.00	\$4,000.00	
<b>Total BUILDING</b>	<b>\$8,000.00</b>	<b>\$8,500.00</b>	<b>\$10,000.00</b>	<b>\$9,500.00</b>	5.00% Decrease
<b>EMS</b>					
Lease/Air/Oxygen	\$650.00	\$650.00	\$1,200.00	\$1,500.00	
Repairs & Maintenance	\$500.00	\$250.00	\$250.00	\$250.00	
Replacement-EMS	\$600.00	\$600.00	\$650.00	\$650.00	
Supplies	\$2,000.00	\$4,000.00	\$4,000.00	\$3,173.00	
Training	\$1,000.00	\$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>\$6,573.00</b>	7.42% Decrease
<b>FIRE</b>					
Professional Dues/Licenses	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
Fire Prevention/Pub Education	\$500.00	\$500.00	\$500.00	\$500.00	
Batteries	\$300.00	\$300.00	\$300.00	\$300.00	
Conventions/Conferences	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	
Physicals	\$5,000.00	\$5,000.00	\$5,500.00	\$5,500.00	
Repairs & Maintenance	\$3,500.00	\$3,000.00	\$3,000.00	\$2,750.00	
Replacement -Fire	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	
Supplies	\$1,500.00	\$4,000.00	\$5,000.00	\$5,000.00	
Testing/Insp	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Training	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	
Uniform Clothing	\$8,000.00	\$15,000.00	\$14,000.00	\$13,000.00	
	\$0.00	\$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>\$40,050.00</b>	3.03% Decrease
<b>INSURANCE</b>					
Insurance-General	\$14,000.00	\$14,000.00	\$16,000.00	\$17,500.00	
<b>Total INSURANCE</b>	<b>\$14,000.00</b>	<b>\$14,000.00</b>	<b>\$16,000.00</b>	<b>\$17,500.00</b>	9.38% Increase
<b>OFFICE</b>					

 HAFD BUDGET	2023 Budget Amended - 4 Person Minimum with CBA Settlement	2024 Adopted Budget	2025 Adopted Budget	2026 Proposed Budget	Notes
Consulting	\$15,000.00	\$0.00	\$0.00	\$0.00	
Human Resources/Business Support	\$5,000.00	\$15,000.00	\$17,500.00	\$15,000.00	
Accounting Services	\$8,500.00	\$9,000.00	\$9,000.00	\$9,000.00	
Attorney/Support	\$2,000.00	\$3,000.00	\$4,426.45	\$3,025.62	
Computer Maintenance	\$11,000.00	\$10,000.00	\$14,700.00	\$14,700.00	
Office Software	\$15,000.00	\$18,000.00	\$18,700.00	\$18,700.00	
Office Supplies	\$1,000.00	\$1,000.00	\$1,500.00	\$2,000.00	
Postage	\$200.00	\$200.00	\$200.00	\$300.00	
Telephone/Cell-Phones/Internet	\$4,500.00	\$9,000.00	\$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>\$71,725.62</b>	4.40% Decrease
<b>UTILITIES</b>					
Electricity	\$9,000.00	\$14,000.00	\$14,000.00	\$13,000.00	
Heating/Cooling	\$1,500.00	\$1,500.00	\$1,500.00	\$1,000.00	
Water/Sewer/Runoff	\$3,100.00	\$4,000.00	\$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>\$18,000.00</b>	7.69% Decrease
<b>VEHICLES</b>					
Fuel	\$20,000.00	\$25,000.00	\$25,000.00	\$20,000.00	
Repairs & Maintenance	\$15,000.00	\$15,000.00	\$15,000.00	\$14,000.00	
Testing/Inspection	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	
Tire Replacement	\$4,000.00	\$4,000.00	\$4,000.00	\$3,500.00	
<b>Total VEHICLES</b>	<b>\$40,000.00</b>	<b>\$45,000.00</b>	<b>\$45,000.00</b>	<b>\$38,500.00</b>	14.44% Decrease
<b>Total Operating Expenses</b>	<b>\$1,716,843.61</b>	<b>\$1,795,061.19</b>	<b>\$1,885,061.00</b>	<b>\$1,986,300.00</b>	

Percent Increase From Previous Year

4.6%

5.0%

5.4%

**Notes**

Note 1: \$75,000 of 2026 2% Dues future new vehicle costs.

Note 2: Includes \$15,000 of 2% Fire Protection Equipment used to pay for part of Employee Retirement.

Note 3: Includes 3% wage increase for Fire Chief.

Note 4: Includes 3% staff wage increase per L127 contract and one promotion from Firefighter to Captain.

Note 5: Includes 4,104 hrs to cover staff leave, 96 hrs of staff off-duty training, 384 hrs of emergency callback/backfill, and 156 hrs for Training Captain preparation and instruction.

**Holmen Area Fire Department  
2026 Quarterly Payments**

2025 Certified Equalized Values		
<b>Holmen</b>	\$1,618,925,200.00	68.49%
<b>Holland</b>	\$744,874,300.00	31.51%
<b>TOTAL</b>	\$2,363,799,500.00	100.00%

2026 HAFD Contributions			
	Operating	Capital	Percent of Budget
<b>Holmen</b>	\$1,350,109.11	\$25,000.00	68.49%
<b>Holland</b>	\$621,190.89	\$25,000.00	31.51%
<b>TOTAL</b>	\$1,971,300.00	\$50,000.00	100.00%

2026 Q1		2026 Q2		2026 Q3		2026 Q4	
Operating	Capital	Operating	Capital	Operating	Capital	Operating	Capital
\$337,527.28	\$6,250.00	\$337,527.28	\$6,250.00	\$337,527.28	\$6,250.00	\$337,527.28	\$6,250.00
\$155,297.72	\$6,250.00	\$155,297.72	\$6,250.00	\$155,297.72	\$6,250.00	\$155,297.72	\$6,250.00
<b>\$492,825.00</b>	<b>\$12,500.00</b>	<b>\$492,825.00</b>	<b>\$12,500.00</b>	<b>\$492,825.00</b>	<b>\$12,500.00</b>	<b>\$492,825.00</b>	<b>\$12,500.00</b>

2% Dues are forwarded to HAFD as separate monies outside of the payments in this spreadsheet.

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