



# Holmen Area Fire Department

## FIRE BOARD

## AGENDA

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

**Date/Time:** Tuesday December 16, 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 **December 16, 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. 11/24/2025
- 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. November 2025 incident/activity report
  - b. Staffing/personnel updates
  - c. Fleet update
  - d. Facility update
  - e. General
- 9.) Update on fire department collaboration workgroup
- 10.) Presentation about next steps for future Holmen Area Fire Department fire station



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- 11.) Consideration of new fire pumper specification process
- 12.) Consideration of Training Captain job description
- 13.) Consideration of fire chief evaluation process input
- 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)(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. To Wit:
      - a. 2026 Fire Chief compensation review
- 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 01/20/2026
- 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: 12/12/2025

Notices Posted: 12/12/2025

**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 – November 4<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 November 4<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: Rick Hauser, Jeff Herlitzke, Patrick Barlow, Travis Elam, Doug Jorstad (Alternate)

Absent: None

Guests: Chief Ostreng, Fire Department Staff

Virtual: Chief Robert Whitaker

**4. Consideration of Agenda Order**

Motion by Herlitzke to move Closed Session after **Resident or Employee Concerns** due to Chief Whitaker's schedule conflicts. Second, by Elam. Motion carried unanimously.

**5. Approval of Meeting Minutes**

Chief Ostreng requested changes to the **Financial Review item e.** and noted that the previous motion for the treadmill purchase was incorrect. The notes indicated the motion was not to exceed \$5,500, but the correct amount was \$6,500. Motion to approve the minutes with changes by Herlitzke. Second, by Hauser. Motion carried unanimously.

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

Doug Jorstad voiced concerns about waiting for collaboration or any financial assistance from neighboring municipalities regarding a joint fire department or new fire station. Jorstad noted that he didn't believe anybody was ready to help the department in the next few years. Jorstad also voiced concerns about the lack of progress on the fire station and noted that the Village of Holmen was aware of two potential properties that would be coming up for sale soon that would fit the needs of the department for a new fire station. Jorstad stated that the Village of Holmen was ready to move forward with the new fire station but was concerned about the Town of Holland's willingness and readiness to commit to it.

## DRAFT MINUTES

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

Captain Lavery and Captain Cook thanked the board for how the union negotiations were handled. Captain Cook also voiced concerns about the lack of progress on the new fire station and expressed support for a new training captain position.

#### 14. Closed Session

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

Closed Session Discussion Topics:

Consideration of the 2026 – 2028 Agreement Between the Holmen Area Fire Department and International Association of Firefighters Local # 127, AFL-CIO-CLC.

#### 15. Reconvene in Open Session

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

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

Motion by Herlitzke to Approve the 2026 – 2028 Agreement Between the Holmen Area Fire Department and International Association of Firefighters Local # 127, AFL-CIO-CLC. Second, by Hauser. Motion carried unanimously.

#### 7. Financial Review (Treasurer)

- a) The board reviewed the 2025 balance sheet.
- b) The board reviewed Profit and Lost – budget versus actual.
- c) Chief Ostreng gave an overview of the remaining 2% dues and explained where the funds had been spent.
- d) The board reviewed check detail. No specific checks were questioned.
- e) The board reviewed the invoices and quotes in detail.
  - a. Motion by Herlitzke to approve payment of **Invoice 2530G050** from EMC Insurance in the amount of \$3,061. Second, by Elam. Motion carried unanimously.
  - b. Motion by Herlitzke to approve payment of **Invoice 2531803G** from EMC Insurance in the amount of \$2,672.36 as well as approval of any other monthly Invoices from EMS that may exceed \$2,500. Second, by Elam. Motion carried unanimously.
  - c. Motion by Herlitzke to approve payment of Invoice 401109 from McMahon in the amount of \$3,465. Second, by Hauser. Motion carried unanimously.

## DRAFT MINUTES

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

- d. Chief Ostreng explained why the department needed a new AC unit in addition to explaining what a Mini Split heat pump was and why it was needed for the fire fighter's living quarters. Fire department staff gave detailed accounts of the issues they deal with on the coldest days in the winter as well as the hottest days in the summer. **Motion by Herlitzke to approve the installation of Amana central air conditioner unit in the amount of \$5,698. Second, by Elam. Motion carried unanimously. Motion by Herlitzke to approve the installation of Fujitsu Mini Split, not to exceed \$5,000. Second, by Hauser. Motion carried unanimously.**
- e. Chief Ostreng notified the board that Support Vehicle 762 has been sold.
- f. Chief Ostreng brought up a specific donation that requested a 501c3. The board discussed this and debated establishing their own versus using the Holmen Area Foundation to accept donations. The board agreed it didn't make sense to create a separate entity to accept donations due to the requirements for establishing one.
- g. Chief Ostreng stated the department had receive a handful of donations including a \$500 donation from the Knights of Columbus, over \$1,800 from MDA that hosted the annual Fill the Boot Drive, \$1,000 from Sandra Hagg's Green Bay Packer quilt raffle, and \$150 from Ann Hoyer.

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

- a) The board reviewed the calls for October. Chief Ostreng noted that October broke the department record for the most calls in a month. Chief Ostreng also brought to the boards attention that the Fire Department has been getting dispatched very late to accident calls on high speed roadways. Chief Ostreng stated that the police had been getting dispatched first, and it could take minutes before the county dispatched the fire department. Fire Department staff gave accounts of being dispatched up to 10 minutes late to calls, and in some cases never dispatched to calls that resulted in a victim being transported by ambulance. Chief Ostreng noted that the City of Onalaska Fire Department was also experiencing these issues. The board was extremely concerned about this issue. Elam stated that he would speak to the County Administrator about this issue directly.
- b) Chief Ostreng gave an update on staffing and personnel updates.
- c) Chief Ostreng gave an update on the fleet. Chief Ostreng stated that all vehicles should be operating fine except for Rescue 1 that continues to have issues with its tires.

## **DRAFT MINUTES**

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

- d) Chief Ostreng gave an update on the facility. Chief Ostreng stated that he reached out to a company to do an air quality assessment based on the water damage that has occurred from leaks. He estimated the cost to be \$3,000 to \$6,000.
- e) Chief Ostreng updated the board that the new La Crosse County CAD system would be going live December 9<sup>th</sup>, 2025, after many years in transition.

#### **G. Update on fire department collaboration workgroup**

Barlow gave a brief update on the group and what was talked about at the previous meeting. Barlow mentioned the communities weren't ready to qualify for a grant that was proposed and that a future collaboration effort could be worked out with the help of McMahan. Chief Ostreng estimated the study to investigate collaboration between the communities would cost about \$40,000 to \$50,000.

#### **10. Discussion about planning for future Holmen Area Fire Department fire station**

Chief Ostreng stated he reached out to the WFB to discuss what was considered a shovel ready plan so the department could apply for a grant that required it. Chief Ostreng stated this would cost roughly \$688,500 and would be about 8 months of work. Village of Holmen members voiced support for moving forward with the process of building a new fire station. Barlow noted that Holmen did account for more of the call volume and reminded the board that in 2016 the fire agreement was updated to go to equalized cost share based on equalized value, which resulted in Holmen paying for almost 70% of the operating costs each year. Town of Holland members acknowledge the need for a new fire department but voiced concerns over the cost to their residents due to the 50/50 capital cost share.

#### **11. Review of current apparatus and draft fleet replacement plan**

The board was happy with the draft replacement plan but noted they couldn't commit to spending money based off the plan in its current state. Chief Ostreng requested the board look at the plan in detail and consider it moving forward so the department could start to use it as a plan for replacing vehicles in the future.

#### **12. Consideration of firefighter promotion to captain**

Chief Ostreng gave a brief reminder of the reason for a training captain position and what the position would entail. The board was concerned about how it would impact the budget. Chief Ostreng stated that it was already in the budget for 2026 and noted it would cost about \$20,000 for the promotion to training captain. Chief Ostreng stated it was his intention to bring the promotion to the Fire Commission for final approval. **Motion to**

## **DRAFT MINUTES**

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

approve request to create Fire Training Captain through promotion by Hauser. Second by Herlitzke. Motion carried unanimously.

#### **13. Consideration of fire chief evaluation process input**

The board discussed the pros and cons of Example 1 and Example 2 and opted to move forward with a revised version of Example 1 for consideration at the next board meeting.

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

The board discussed meeting again with Laura Eysnogle from WFB to discuss what a shovel ready plan would look like.

#### **18. Next Regular Meeting**

Tentatively scheduled for December 16, 2025.

#### **18. Adjourn**

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

Minutes by Travis E. Elam, Secretary

8:10 AM  
 12/12/25  
 Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
**Balance Sheet**  
 As of December 15, 2025

	<u>Dec 15, 25</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	482,613.54
Total Park Bank	482,613.54
LGIP-General Capital Savings	
LGIP- Capital Savings	90,455.91
LGIP -Operational Checking	52,285.53
LGIP-2% Dues Savings	135,275.18
LGIP-Sick Leave Payout	37,008.86
LGIP-Medical Equip Upgrades	104,763.31
LGIP- Special Events/Donations	25,820.94
Total LGIP-General Capital Savings	445,609.73
Total Checking/Savings	928,223.27
Other Current Assets	
Location Study A/R from Municip	6,880.51
Total Other Current Assets	6,880.51
Total Current Assets	935,103.78
Other Assets	
Equipment Purchased by Grant	104,034.36
Total Other Assets	104,034.36
<b>TOTAL ASSETS</b>	<b><u>1,039,138.14</u></b>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Location Study Payable	3,055.51
Health Insurance payable	862.21
WI State Income tax payable	644.60
Nationwide Retirement Payable	917.58
WI Retirement Payable	9,503.73
Union Dues Payable	1,165.75
Payroll Liabilities	150.00
Total Other Current Liabilities	16,299.38
Total Current Liabilities	16,299.38
Long Term Liabilities	
Future Sick Pay Payable	36,000.00
Total Long Term Liabilities	36,000.00
Total Liabilities	52,299.38
Equity	
Retained Earnings	630,688.18
Net Income	356,150.58
Total Equity	986,838.76
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b><u>1,039,138.14</u></b>

**HOLMEN AREA FIRE DEPARTMENT**  
**Profit & Loss**  
 January 1 through December 15, 2025

	Jan 1 - Dec 15, 25
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
2% Fire Protection Equipmnet	93,739.18
Income-Budget	1,885,061.00
Capital /Reserve Income	50,000.00
Grants	140,165.46
Income-Interest	1,457.10
Income-Interest-Special	16,025.22
Donations/Grants	48,534.19
<b>Total Income</b>	<b>2,234,982.15</b>
<b>Expense</b>	
<b>CAPITAL EXPENDITURES</b>	
2% Fire Protection Equipment Ex	166,193.06
Building -Capital Expenditures	5,197.02
EMS-Capital Expenditures	14,424.62
Fire-Capital Expenditures	13,217.42
<b>Total CAPITAL EXPENDITURES</b>	<b>199,032.12</b>
<b>OPERATIONAL EXPENDITURES</b>	
<b>Wages</b>	
<b>SALARY/WAGES EXPENSE</b>	
Employee Benefit Health	172,378.97
Employee Retirement Career	152,042.85
Insurance-Life	1,635.45
Insurance-Work-Comp	22,594.11
Officer Salary	99,038.50
Salary	727,540.39
Salary -OT	193,196.38
Acting Pay	695.00
FLSA	10,147.96
Holiday Pay	35,522.52
Parttime Wages	4,187.28
Payroll-Tax Expense	81,951.58
SALARY/WAGES EXPENSE - Other	334.40
<b>Total SALARY/WAGES EXPENSE</b>	<b>1,501,265.39</b>
<b>Total Wages</b>	<b>1,501,265.39</b>
<b>BUILDING</b>	
Building Maintenance/Repair	4,289.49
Grounds Maintenance	956.43
Supplies	2,658.72
<b>Total BUILDING</b>	<b>7,904.64</b>
<b>EMS</b>	
Lease/Air/Oxygen	1,075.95
Repairs & Maintenance	379.45
Replacement-EMS	142.32
Supplies	2,300.06
Training	720.00
<b>Total EMS</b>	<b>4,617.78</b>
<b>FIRE</b>	
Professional Dues/Licenses	1,536.90
Fire Prevention/Pub Education	605.24
Batteries	90.95
Conventions/Conferences	3,532.34
Physicals	1,457.00
Repairs & Maintenance	6,102.15
Replacement -Fire	1,814.23
Supplies	2,159.16
Testing/Insp	1,315.00
Training	2,439.68

8:11 AM  
12/12/25  
Cash Basis

HOLMEN AREA FIRE DEPARTMENT  
**Profit & Loss**  
January 1 through December 15, 2025

	Jan 1 - Dec 15, 25
Uniform Clothing	6,747.56
FIRE - Other	140.84
<b>Total FIRE</b>	<b>27,941.05</b>
<b>INSURANCE</b>	
Insurance-General	17,596.00
<b>Total INSURANCE</b>	<b>17,596.00</b>
<b>OFFICE</b>	
Consulting	0.00
Human Resources/Business Support	14,780.19
Accounting Services	10,330.00
Computer Maintenance	10,730.17
Office Software	23,518.15
Office Supplies	2,578.06
Postage	353.50
Telephone/Cell-Phones/Internet	7,288.88
<b>Total OFFICE</b>	<b>69,578.95</b>
<b>UTILITIES</b>	
Electricity	10,558.07
Water/Sewer/Runoff	4,409.04
<b>Total UTILITIES</b>	<b>14,967.11</b>
<b>VEHICLES</b>	
Fuel	10,192.46
Repairs & Maintenance	21,322.01
Testing/Inspection	300.00
Tire Replacement	4,114.06
<b>Total VEHICLES</b>	<b>35,928.53</b>
<b>Total OPERATIONAL EXPENDITURES</b>	<b>1,679,799.45</b>
<b>Total Expense</b>	<b>1,878,831.57</b>
<b>Net Ordinary Income</b>	<b>356,150.58</b>
<b>Net Income</b>	<b>356,150.58</b>

## 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	140,165.46			
Income-Interest	1,457.10			
Income-Interest-Special	16,025.22			
Donations/Grants	48,534.19			
<b>Total Income</b>	<b>2,234,982.15</b>	<b>2,015,061.00</b>	<b>219,921.15</b>	<b>110.9%</b>
<b>Expense</b>				
<b>CAPITAL EXPENDITURES</b>				
2% Fire Protection Equipment Ex	166,193.06	80,000.00	86,193.06	207.7%
Building -Capital Expenditures	5,197.02	15,000.00	-9,802.98	34.6%
EMS-Capital Expenditures	14,424.62	20,000.00	-5,575.38	72.1%
Fire-Capital Expenditures	13,217.42	15,000.00	-1,782.58	88.1%
<b>Total CAPITAL EXPENDITURES</b>	<b>199,032.12</b>	<b>130,000.00</b>	<b>69,032.12</b>	<b>153.1%</b>
<b>OPERATIONAL EXPENDITURES</b>				
<b>Wages</b>				
<b>SALARY/WAGES EXPENSE</b>				
Employee Benefit Health	172,378.97	234,600.00	-62,221.03	73.5%
Employee Retirement Career	165,186.91	150,689.65	14,497.26	109.6%
Insurance-DWD Compensation	0.00	5,328.66	-5,328.66	0.0%
Insurance-Life	1,635.45	3,000.06	-1,364.61	54.5%
Insurance-Work-Comp	22,594.11	30,000.00	-7,405.89	75.3%
Officer Salary	99,038.50	103,000.00	-3,961.50	96.2%
Salary	727,540.39	813,994.27	-86,453.88	89.4%
Salary -OT	193,196.38	175,907.37	17,289.01	109.8%
Acting Pay	695.00	1,260.00	-565.00	55.2%
FLSA	10,147.96	21,803.42	-11,655.46	46.5%
Holiday Pay	35,522.52	36,898.09	-1,375.57	96.3%
Parttime Wages	4,187.28	6,000.00	-1,812.72	69.8%
Payroll-Tax Expense	81,951.58	88,653.03	-6,701.45	92.4%
SALARY/WAGES EXPENSE - Other	334.40			
<b>Total SALARY/WAGES EXPENSE</b>	<b>1,514,409.45</b>	<b>1,671,134.55</b>	<b>-156,725.10</b>	<b>90.6%</b>
<b>Total Wages</b>	<b>1,514,409.45</b>	<b>1,671,134.55</b>	<b>-156,725.10</b>	<b>90.6%</b>
<b>BUILDING</b>				
Building Maintenance/Repair	4,289.49	3,000.00	1,289.49	143.0%
Grounds Maintenance	956.43	3,000.00	-2,043.57	31.9%
Supplies	2,658.72	4,000.00	-1,341.28	66.5%

**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>	7,904.64	10,000.00	-2,095.36	79.0%
<b>EMS</b>				
Lease/Air/Oxygen	1,075.95	1,200.00	-124.05	89.7%
Repairs & Maintenance	379.45	250.00	129.45	151.8%
Replacement-EMS	142.32	650.00	-507.68	21.9%
Supplies	2,300.06	4,000.00	-1,699.94	57.5%
Training	720.00	1,000.00	-280.00	72.0%
<b>Total EMS</b>	4,617.78	7,100.00	-2,482.22	65.0%
<b>FIRE</b>				
Professional Dues/Licenses	1,536.90	2,000.00	-463.10	76.8%
Fire Prevention/Pub Education	605.24	500.00	105.24	121.0%
Batteries	90.95	300.00	-209.05	30.3%
Conventions/Conferences	3,532.34	4,000.00	-467.66	88.3%
Physicals	1,457.00	5,500.00	-4,043.00	26.5%
Repairs & Maintenance	6,102.15	3,000.00	3,102.15	203.4%
Replacement -Fire	1,814.23	2,000.00	-185.77	90.7%
Supplies	2,159.16	5,000.00	-2,840.84	43.2%
Testing/Insp	1,315.00	1,000.00	315.00	131.5%
Training	2,439.68	4,000.00	-1,560.32	61.0%
Uniform Clothing	6,747.56	14,000.00	-7,252.44	48.2%
FIRE - Other	140.84			
<b>Total FIRE</b>	27,941.05	41,300.00	-13,358.95	67.7%
<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	14,780.19	17,500.00	-2,719.81	84.5%
Accounting Services	10,330.00	9,000.00	1,330.00	114.8%
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	23,518.15	18,700.00	4,818.15	125.8%
Office Supplies	2,578.06	1,500.00	1,078.06	171.9%
Postage	353.50	200.00	153.50	176.8%
Telephone/Cell-Phones/Internet	7,288.88	9,000.00	-1,711.12	81.0%
<b>Total OFFICE</b>	69,578.95	75,026.45	-5,447.50	92.7%
<b>UTILITIES</b>				
Electricity	10,558.07	14,000.00	-3,441.93	75.4%
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%

8:11 AM  
12/12/25  
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	14,967.11	19,500.00	-4,532.89	76.8%
VEHICLES				
Fuel	10,192.46	25,000.00	-14,807.54	40.8%
Repairs & Maintenance	21,322.01	15,000.00	6,322.01	142.1%
Testing/Inspection	300.00	1,000.00	-700.00	30.0%
Tire Replacement	4,114.06	4,000.00	114.06	102.9%
Total VEHICLES	<u>35,928.53</u>	<u>45,000.00</u>	<u>-9,071.47</u>	<u>79.8%</u>
Total OPERATIONAL EXPENDITURES	<u>1,692,943.51</u>	<u>1,885,061.00</u>	<u>-192,117.49</u>	<u>89.8%</u>
Total Expense	<u>1,891,975.63</u>	<u>2,015,061.00</u>	<u>-123,085.37</u>	<u>93.9%</u>
Net Ordinary Income	<u>343,006.52</u>	<u>0.00</u>	<u>343,006.52</u>	<u>100.0%</u>
Net Income	<u><u>343,006.52</u></u>	<u><u>0.00</u></u>	<u><u>343,006.52</u></u>	<u><u>100.0%</u></u>

11:40 AM

12/05/25

HOLMEN AREA FIRE DEPARTMENT  
**Check Detail**  
 December 5, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	17758	12/05/2025	LACROSSE AREA ...		Park Bank Checking		-1,210.08
					Union Dues Payable	-1,210.08	1,210.08
TOTAL						-1,210.08	1,210.08
Check	17759	12/05/2025	Bernies Equipment...		Park Bank Checking		-485.42
					Supplies	-31.80	31.80
					Building Maintenanc...	-453.62	453.62
TOTAL						-485.42	485.42
Check	17760	12/05/2025	Bound Tree Medica...		Park Bank Checking		-32.32
					Supplies	-32.32	32.32
TOTAL						-32.32	32.32
Check	17761	12/05/2025	ENGELSON & ASS...		Park Bank Checking		-820.00
					Accounting Services	-820.00	820.00
TOTAL						-820.00	820.00
Check	17762	12/05/2025	O'REILLY AUTO P...		Park Bank Checking		-27.99
					Supplies	-27.99	27.99
TOTAL						-27.99	27.99
Liability Check	17763	12/05/2025	SECURIAN LIFE IN...		Park Bank Checking		-180.94
					Insurance-Life	-164.48	164.48
					Life Insurance Paya...	-16.46	16.46
TOTAL						-180.94	180.94
Check	17765	12/05/2025	CLAREY'S SAFETY...		Park Bank Checking		-884.63
					Repairs & Maintena...	-884.63	884.63
TOTAL						-884.63	884.63

## HOLMEN AREA FIRE DEPARTMENT

### Check Detail

December 5, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17766	12/05/2025	VISION DESIGN G...		Park Bank Checking		-60.00
				Office Software		-60.00	60.00
TOTAL						-60.00	60.00
Check	17767	12/05/2025	VISA		Park Bank Checking		-1,507.02
				Repairs & Maintena...		-10.90	10.90
				Office Supplies		-497.65	497.65
				Telephone/Cell-Pho...		-195.71	195.71
				Supplies		-250.01	250.01
				Repairs & Maintena...		-22.23	22.23
				Building Maintenanc...		-518.42	518.42
				Repairs & Maintena...		-12.10	12.10
TOTAL						-1,507.02	1,507.02
Check	17768	12/05/2025	SIGNAL SYSTEMS,...		Park Bank Checking		-343.00
				Building Maintenanc...		-343.00	343.00
TOTAL						-343.00	343.00

✓H 17764  
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**HOLMEN AREA FIRE DEPARTMENT**  
**Check Detail**  
 December 15, 2025

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Liability Check	wd	12/15/2025	WIS DEPT OF REV...		Park Bank Checking		-1,881.07
					WI State Income tax...	-1,881.07	1,881.07
TOTAL						-1,881.07	1,881.07
Check	17769	12/15/2025	A-1 GLASS		Park Bank Checking		-426.54
					Repairs & Maintena...	-426.54	426.54
TOTAL						-426.54	426.54
Check	17770	12/15/2025	WESTERN TECHNI...		Park Bank Checking		-80.00
					Training	-80.00	80.00
TOTAL						-80.00	80.00
Check	17771	12/15/2025	AIRGAS USA, LLC		Park Bank Checking		-62.08
					Lease/Air/Oxygen	-62.08	62.08
TOTAL						-62.08	62.08
Check	17772	12/15/2025	CITY OF LA CROSSE		Park Bank Checking		-300.00
					Testing/Inspection	-300.00	300.00
TOTAL						-300.00	300.00
Check	17773	12/15/2025	EMC INSURANCE ...		Park Bank Checking		-3,061.00
					Insurance-Work-Co...	-3,061.00	3,061.00
TOTAL						-3,061.00	3,061.00
Check	17774	12/15/2025	HOLMEN ACE HAR...		Park Bank Checking		-65.23
					Supplies	-65.23	65.23
TOTAL						-65.23	65.23
Check	17775	12/15/2025	IMAGE TREND		Park Bank Checking		-10,472.75

7:52 AM  
12/12/25

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

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Office Software	-10,472.75	10,472.75
TOTAL						-10,472.75	10,472.75
Check	17776	12/15/2025	KWIK TRIP		Park Bank Checking		-770.04
				Fuel		-770.04	770.04
TOTAL						-770.04	770.04
Check	17777	12/15/2025	MACQUEEN		Park Bank Checking		-1,205.00
				Repairs & Maintena...		-1,205.00	1,205.00
TOTAL						-1,205.00	1,205.00
Check	17778	12/15/2025	McMahon Associat...		Park Bank Checking		-495.00
				Human Resources/...		-495.00	495.00
TOTAL						-495.00	495.00
Check	17779	12/15/2025	Motorola Solutions...		Park Bank Checking		-2,754.20
				2% Fire Protection E...		-646.15	646.15
				Fire-Capital Expendi...		-2,108.05	2,108.05
TOTAL						-2,754.20	2,754.20
Check	17780	12/15/2025	Murphy's Frame & ...		Park Bank Checking		-1,514.58
				Repairs & Maintena...		-1,514.58	1,514.58
TOTAL						-1,514.58	1,514.58
Check	17781	12/15/2025	THE UNIFORM SH...		Park Bank Checking		-323.80
				Uniform Clothing		-323.80	323.80
TOTAL						-323.80	323.80

# Memo



**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** December 08, 2025  
**Re:** ImageTrend Invoice – Annual Fee Payment

---

**RECOMMENDATION:**

Approve payment of attached ImageTrend annual fee and CAD distribution invoice.

**BACKGROUND:**

ImageTrend Elite is the records management system software that HAFD uses for medical and fire/rescue incident reporting, fire inspection record keeping, public education event hour tracking, payroll for paid-on-call staff, and fire data reports. ImageTrend does have a component that receives the time and note data from La Crosse County EDC to populate the correct data fields with the medical and fire/rescue incident report. We are considering using a new module for pre fire planning of occupancies with our fire district.

**DISCUSSION:**

HAFD has been an ImageTrend user since prior to COVID. The ImageTrend staff has been responsive too HAFD's needs and has been a good partner with the long-drawn out CAD changeover from the Emergency Dispatch Center. HAFD is interested in continuing the partnership for another year.

**FISCAL IMPACT:**

The fiscal impact is limited as it is a cost accounted for within the approved 2026 budget

**ACTION REQUESTED:**

Following discussion, the HAFD Board of Directors support is requested through motion to approve payment of attached ImageTrend annual fee and CAD distribution invoice in the amount of \$10,473.75.

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

**\*\*WE'VE MOVED! PLEASE UPDATE YOUR RECORDS TO OUR NEW ADDRESS\*\***

ImageTrend LLC  
1305 Corporate Center Drive, Suite 500, Eagan, MN 55121  
Phone: (952) 469-1589 | Toll Free: (888) 469-7789  
Accounting: (952) 469-6200  
Email: [invoices@imagetrend.com](mailto:invoices@imagetrend.com)

# Invoice PS-INV120767

December 5, 2025

## Holmen Area Fire Department

Frank Garrow  
710 S Main St  
PO Box 92  
Holmen, WI 54636  
USA

Customer ID	Customer PO	Schedule Number	Due Date	Payment Terms
1754		19384 (12/08/25 - 12/07/26)	January 4, 2026	Net 30

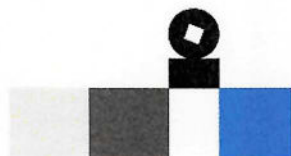
No.	Description	Quantity	Unit Price	Comment	Tax %	Line Amount Excl. Tax
460	Elite™ Rescue - SaaS	1	6,615.00	Annual Fee	0	6,615.00

**Notes:**

43	CAD Distribution	1	3,858.75	Annual Fee	0	3,858.75
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**Notes:**

<b>Subtotal</b>						<b>10,473.75</b>
<b>Total Tax</b>						<b>0.00</b>
<b>Total \$ Incl. Tax</b>						<b>10,473.75</b>



## 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	139	35
NOVEMBER	89	21	94	5	77	-17	106	29	94	-12	109	15	107	-2	103	-4	121	18
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>1249</b>	<b>209</b>

### CALL TYPES RESPONDED TO FOR NOVEMBER

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
1 - Fire	3
2 - Overpressure Rupture, Explosion, Overheat-No Fire	0
3 - Rescue & Emergency Medical Service Incident	93
4 - Hazardous Condition (No Fire)	1
5 - Service Call	8
6 - Good Intent Call	8
7 - False Alarm & False Call	8
8 - Severe Weather & Natural Disaster	0
9 - Special Incident Type	0
	121



# Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



ITEM 8a2

## November 2025

### HAFD Incidents by Municipality

Report Pulled On: 12/07/2025

Incident Category	Total
<b>Municipality: City of Onalaska</b>	
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	1
6 - Good Intent Call	1
	<b>Total: 3</b>
<b>Municipality: Town of Holland</b>	
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	7
6 - Good Intent Call	2
7 - False Alarm & False Call	1
	<b>Total: 11</b>
<b>Municipality: Town of Onalaska</b>	
3 - Rescue & Emergency Medical Service Incident	2
	<b>Total: 2</b>
<b>Municipality: Village of Holmen</b>	
1 - Fire	1
3 - Rescue & Emergency Medical Service Incident	83
4 - Hazardous Condition (No Fire)	1
5 - Service Call	8
6 - Good Intent Call	5
7 - False Alarm & False Call	7
	<b>Total: 105</b>
	<b>Total: 121</b>

#### Report Criteria

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

Agency Name: Contains Holmen

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

#### Description

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

# HOLMEN AREA FIRE DEPARTMENT: CONCEPT UPDATE & WHAT'S NEXT

DECEMBER 16, 2025




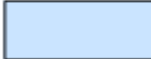






# PRESENTATION OUTLINE

- Conceptual Design - REVIEW
- Opinion of Probable Cost – REVIEW
- What's Next

# CONCEPTUAL DESIGN - REVIEW

# CONCEPTUAL DESIGN

- Show relationships between spaces / departments
- Represent approximate sizes
- Colors represent each department
- Full-size concept plans are in appendix of report

	APPARATUS BAY
	APPARATUS SUPPORT
	FIRE ADMINISTRATION
	TRAINING
	STAFF SUPPORT
	CIRUCLATION
	MECHANICAL
	BID ALTERNATE

# CONCEPTUAL DESIGN

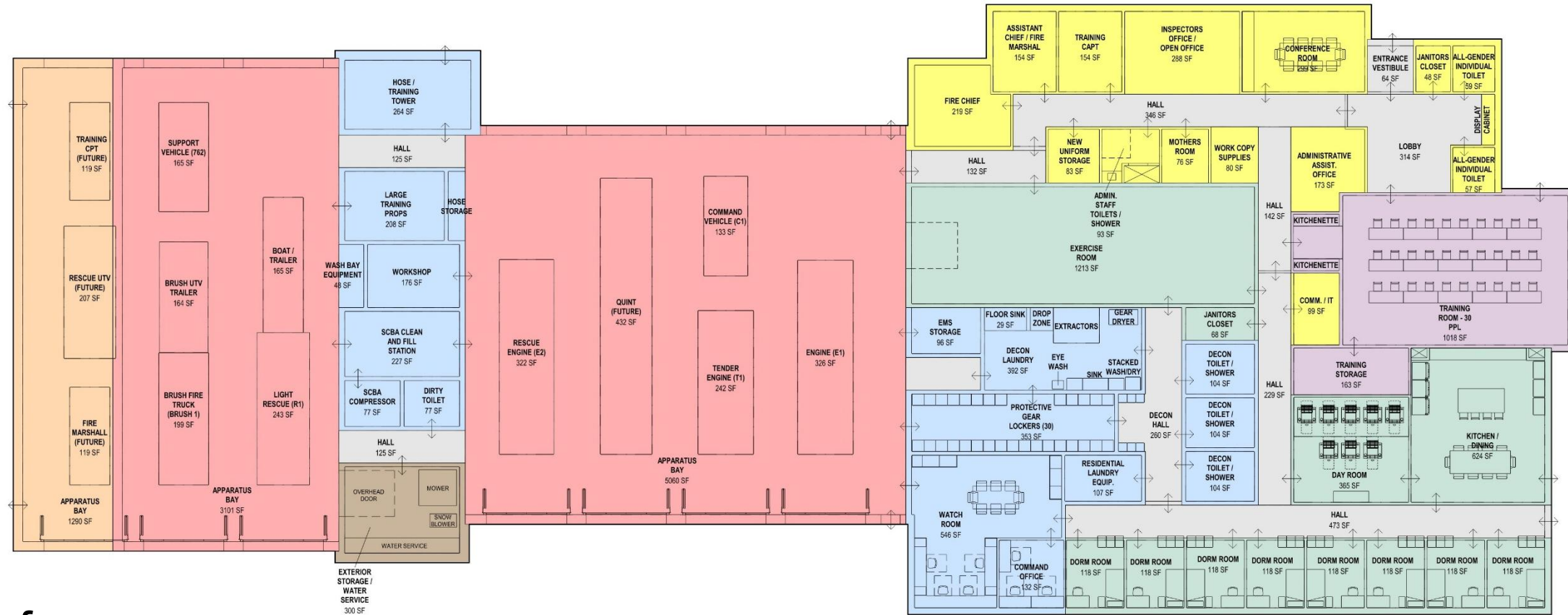
## OVERALL



- Single-story
- Slab-on-grade
- 28,330 sf

# CONCEPTUAL DESIGN

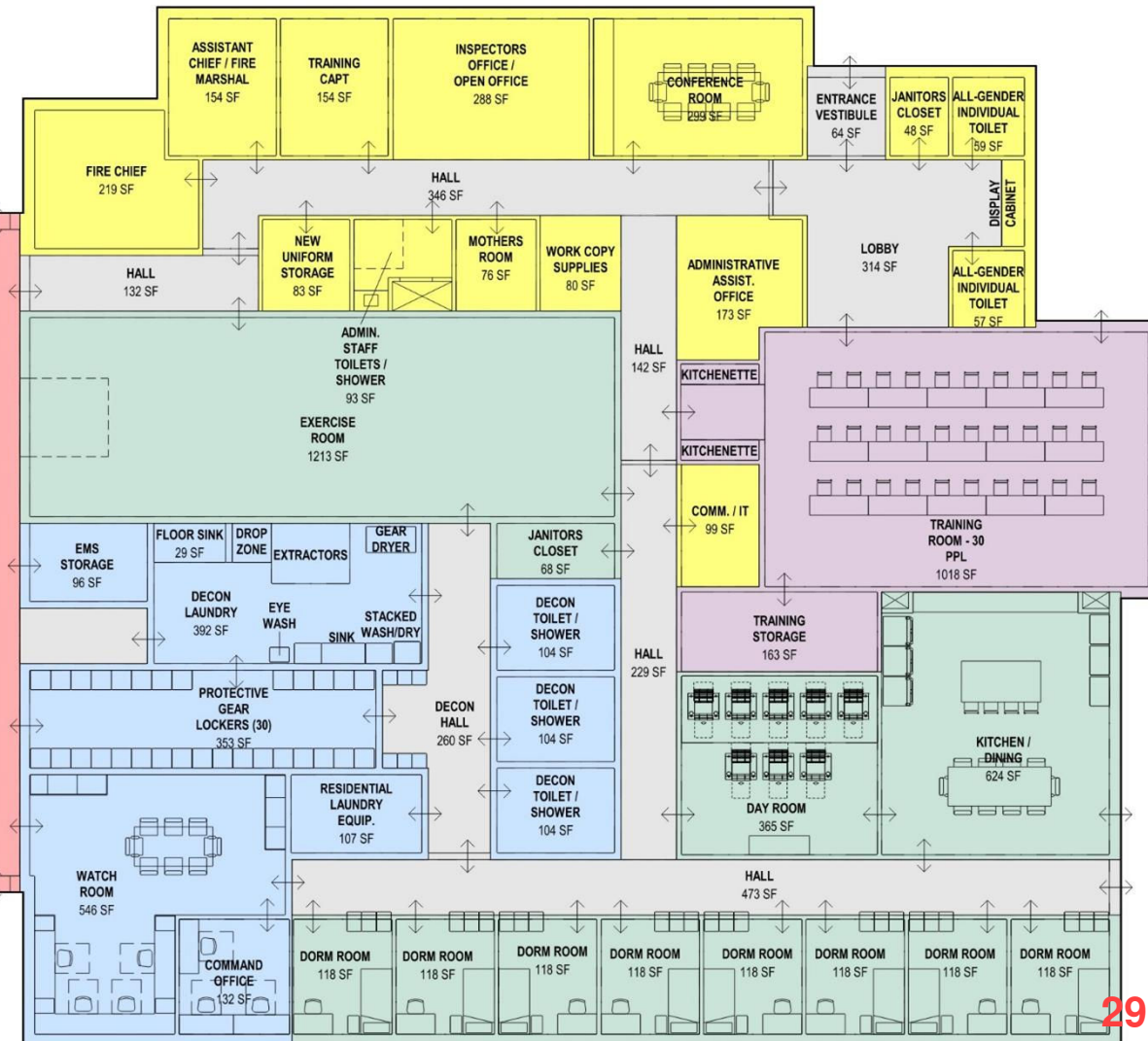
## OVERALL



- 24,140 sf
  - Alternate: 1,485 sf
- Reduction of: 4,190 sf

# CONCEPTUAL DESIGN

## OVERALL

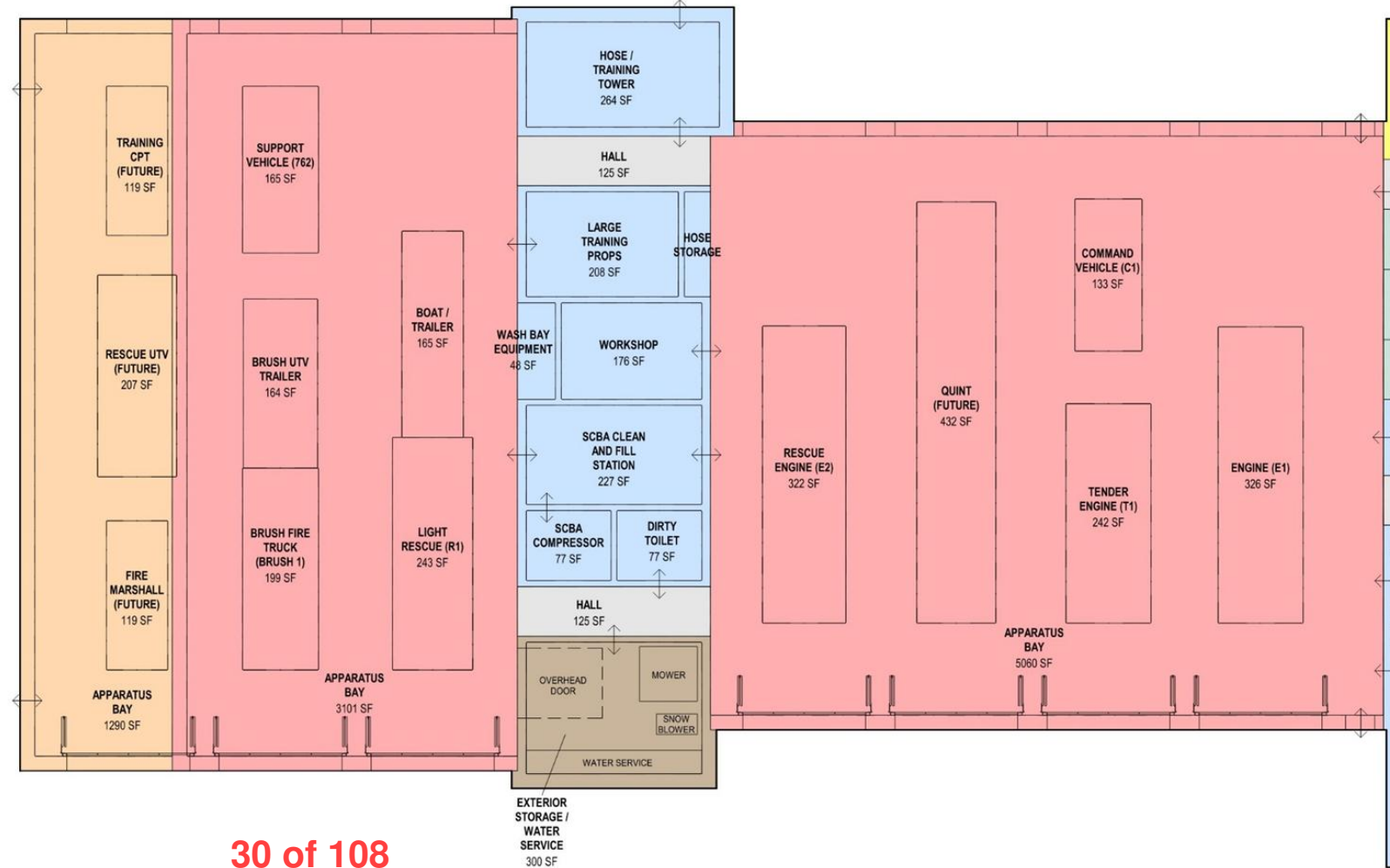


- Public:
  - Reduced size of lobby (eliminated historic display)
- Administration:
  - Reduced number of private offices
- Training:
  - Reduced seating in training room from 40 to 30
- Personal Decontamination:
  - Gear lockers
    - Reduced width of gear lockers from 30" to 24"

# CONCEPTUAL DESIGN

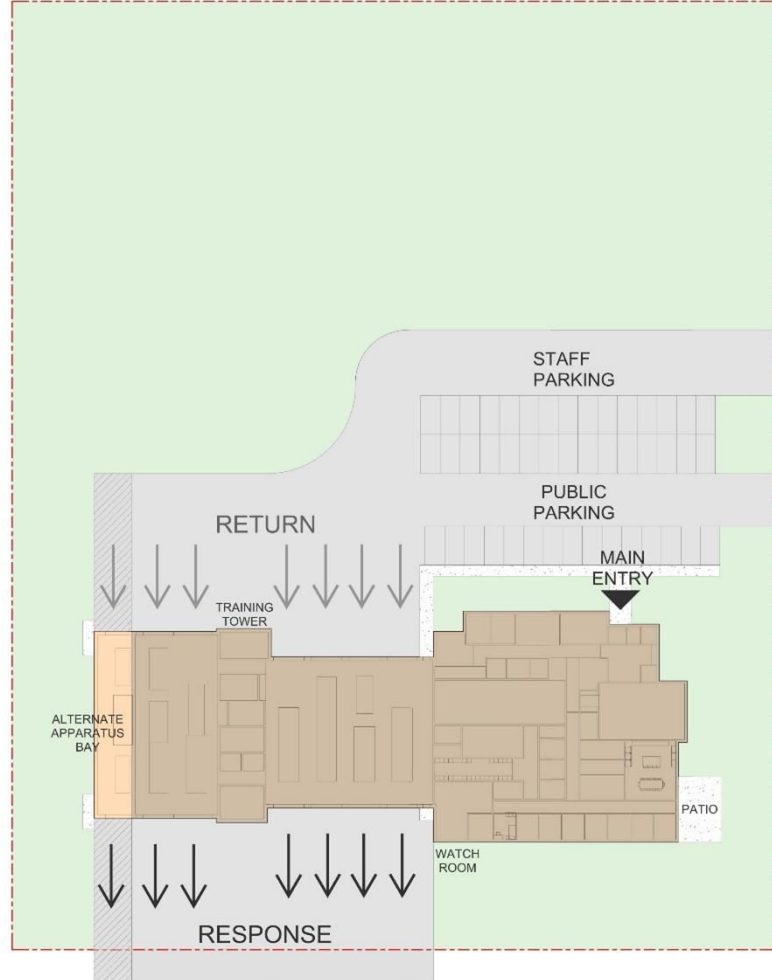
## OVERALL

- Apparatus bays:
  - Eliminated one bay
  - Made one bay a bid alternate



# CONCEPTUAL DESIGN:

SITE



- Adapted to new footprint
- Will include alternate site work for additional bay.

# SPACE NEEDS ANALYSIS vs CONCEPT

SPACE	PROGRAMMED	JULY 2025 CONCEPT	DECEMBER 2025 CONCEPT
APPARATUS BAYS	12,645 SF	11,650 SF	8,680 SF
APPARATUS SUPPORT	4,365 SF	5,005 SF	4,760 SF
TRAINING	1,505 SF	1,510 SF	1,380 SF
ADMINISTRATION	3,785 SF	2,430 SF	2,200 SF
LIVING QUARTERS	4,520 SF	3,510 SF	3,600 SF
MECHANICAL, ELECTRICAL, SUPPORT	4,020 SF	4,195 SF	3,520 SF
TOTAL NEW CONSTRUCTION	30,840 SF	28,330 SF	24,140 SF
ALTERNATE BAYS			1,485 SF
TOTAL WITH ALTERNATE BAYS			25,625 SF

# OPINION OF PROBABLE COSTS - REVIEW

# Opinion of Probable Costs

	ESTIMATED COSTS		
	JULY 2025 CONCEPT	DECEMBER 2025 CONCEPT	
		BASE BID	ALTERNATE BID
Site Acquisition	\$0	\$0	\$0
Building Construction Costs	\$14,239,158	\$12,293,705	\$514,553
Furniture, Fixtures, & Equipment (FFE)	\$573,371	\$505,280	\$18,009
Communication & Technology	\$161,500	\$161,500	\$3,000
Professional & Legal Fees	\$1,874,549	\$1,641,095	\$68,746
<b>SUBTOTAL</b>		\$14,601,579	\$604,308
<b>TOTAL</b>	\$16,848,577	\$15,205,887	

	DECEMBER 2025	
	BASE BID	ALTERNATE
Site Acquisition	\$0	\$0
Building Construction Costs	\$12,293,705	\$514,553
New Construction	\$10,643,900	\$445,500
CM Fee	\$266,098	\$11,138
Inflation Contingency (8%)	\$851,512	\$35,640
Design Contingency (5%)	\$532,195	\$22,275
Furniture, Fixtures, & Equipment (FFE)	\$505,280	\$18,009
FFE (3.5%)	\$430,280	\$18,009
Security (card access, security cameras)	\$75,000	\$0
Communication & Technology	\$161,500	\$3,000
Station Alerting	\$120,000	\$2,000
Audio Visual	\$41,500	\$1,000
Professional & Legal Fees	\$1,641,095	\$68,746
A/E Fees	\$885,559	\$36,019
Construction Contingency	\$614,685	\$25,728
Geotech, Site Survey, Unsuitable Soils Contingency	\$70,350	\$5,000
Utility Extension to Site	\$45,000	\$0
Construction Testing & Inspections	\$25,000	\$2,000
<b>SUBTOTAL</b>	<b>\$14,601,579</b>	<b>\$604,308</b>
<b>TOTAL</b>	<b>\$15,205,887</b>	

# Opinion of Probable Costs

## COST CONSIDERATIONS INCLUDE:

- Contingencies:
  - Inflation (8%)
  - Design Contingency (5%)
  - Construction Contingency (5%)
  - Unsuitable Soil Correction (\$50K)
- Allowances:
  - FFE
  - Security
  - Station Alerting
  - A/V Needs
  - A/E Fees
  - Geotech
  - Site Survey
  - Utility Extensions
  - Construction testing & Inspection

**WHAT'S NEXT?**

# WHAT'S NEXT?:

## POTENTIAL SCHEDULE

Programming  
& Concept  
Design

We Are  
Here:



Schematic  
Designs  
(Estimate)

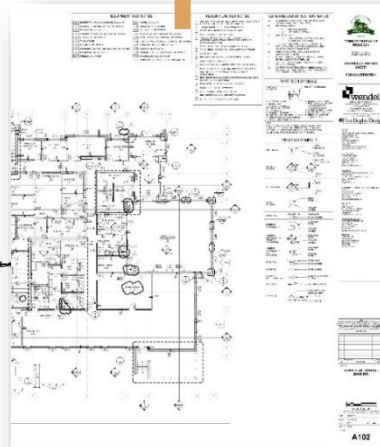
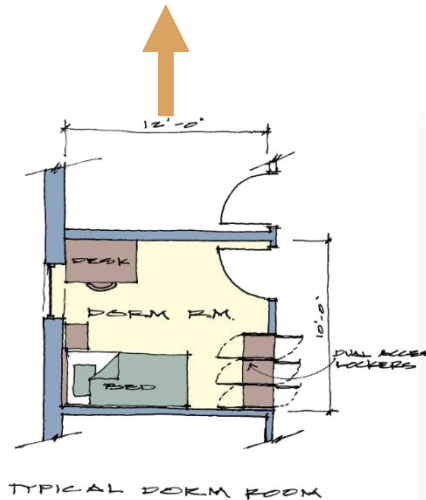
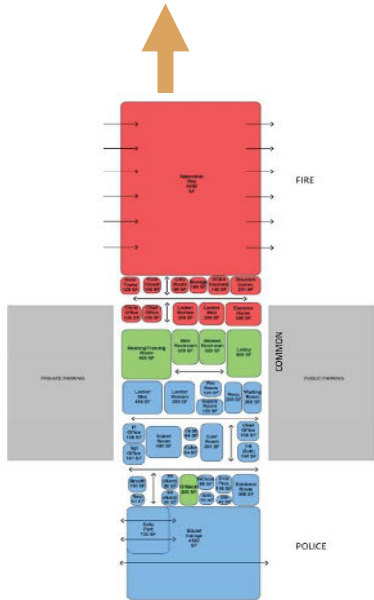
Design  
Development  
(Estimate)

Construction  
Documents  
(Estimate)

Shovel-ready  
Project :



Bidding  
Construction  
Occupancy



# WHAT'S NEXT?:

## SCHEMATIC DESIGN:

- 20% Document Set
- Big picture items
- Confirming size, massing, general systems
- Generally, 10-12 Weeks

## DESIGN DEVELOPMENT:

- 60% Document Set
- Details of design
- Specifics of systems, features, materials
- Generally, 12-14 Weeks

## CONSTRUCTION DOCUMENTS:

- Details of construction
- Generally, 12-14 Weeks
- Final Deliverable
  - Shovel Ready Project

# WHAT'S NEXT?:

## SCHEMATIC DESIGN:

- 20% Document Set
- Big picture items
- Confirming size, massing, general systems
- Generally, 10-12 Weeks

## DESIGN DEVELOPMENT:

- 60% Document Set
- Details of design
- Specifics of systems, features, materials
- Generally, 12-14 Weeks

## CONSTRUCTION DOCUMENTS:

- Details of construction
- Generally, 12-14 Weeks
- Final Deliverable
  - Shovel Ready Project

## CIRITICAL PATH:

- Schematic Design:
  - Site selection:
    - Informs:
      - Setbacks, building size, layout, orientation, zoning, ordinances
  - Site survey:
    - Informs:
      - Civil / site designs
      - Confirms building layout and location onsite.
  - Geotechnical Studies:
    - Informs:
      - Footing and foundation design
      - Stormwater management locations & size
      - Location on property
- End of Construction Documents:
  - Property Ownership

# WHAT'S NEXT?:

## WHAT DOES IT COST?

Overall Professional Fees and Legal			
		Base Bid	Alternate Bid
Overall Design Fees:	100%	\$860,559*	\$36,019*
Schematic Design	20%	\$172,112	\$7,204
Design Development	25%	\$215,140	\$9,005
Construction Documents	35%	\$301,196	\$12,607
Bidding	5%	\$43,028	\$1,801
Construction Administration	15%	\$129,084	\$5,403
Additional Owner Fees / Allowances:			
Construction Contingency		\$614,685	\$25,728
Site Survey		\$5,350	\$0
Geotechnical Studies		\$15,000	\$0
Unsuitable Soils Contingency		\$50,000	\$5,000
Utilities to property		\$45,000	\$0
Testing & Inspection		\$25,000	\$2,000

\*A/E Fees are based on 7.0% of the cost of work. 40 of 108

# WHAT'S NEXT?:

WHAT DOES IT COST?

Overall Professional Fees and Legal			
		Base Bid	Alternate Bid
Overall Design Fees:	100%	\$860,559	\$36,019
Schematic Design	20%	\$172,112	\$7,204
Design Development	25%	\$215,140	\$9,005
Construction Documents	35%	\$301,196	\$12,607
Bidding	5%	\$43,028	\$1,801
Construction Administration	15%	\$129,084	\$5,403
Additional Owner Fees / Allowances:			
Construction Contingency		\$614,685	\$25,728
Site Survey		\$5,350	\$0
Geotechnical Studies		\$15,000	\$0
Unsuitable Soils Contingency		\$50,000	\$5,000
Utilities to property		\$45,000	\$0
Testing & Inspection		\$25,000	\$2,000

# WHAT'S NEXT?:

WHAT DOES IT COST?

Overall Professional Fees and Legal			
		Base Bid	Alternate Bid
Overall Design Fees:	100%	\$860,559	\$36,019
Schematic Design	20%	\$172,112	\$7,204
Design Development	25%	\$215,140	\$9,005
Construction Documents	35%	\$301,196	\$12,607
Bidding	5%	\$43,028	\$1,801
Construction Administration	15%	\$129,084	\$5,403
Additional Owner Fees / Allowances:			
Construction Contingency		\$614,685	\$25,728
Site Survey (approx.)		\$5,350	\$0
Geotechnical Studies (approx.)		\$15,000	\$0
Unsuitable Soils Contingency		\$50,000	\$5,000
Utilities to property		\$45,000	\$0
Testing & Inspection		\$25,000	\$2,000

**\$737,612 FOR SHOVEL READY PROJECT**

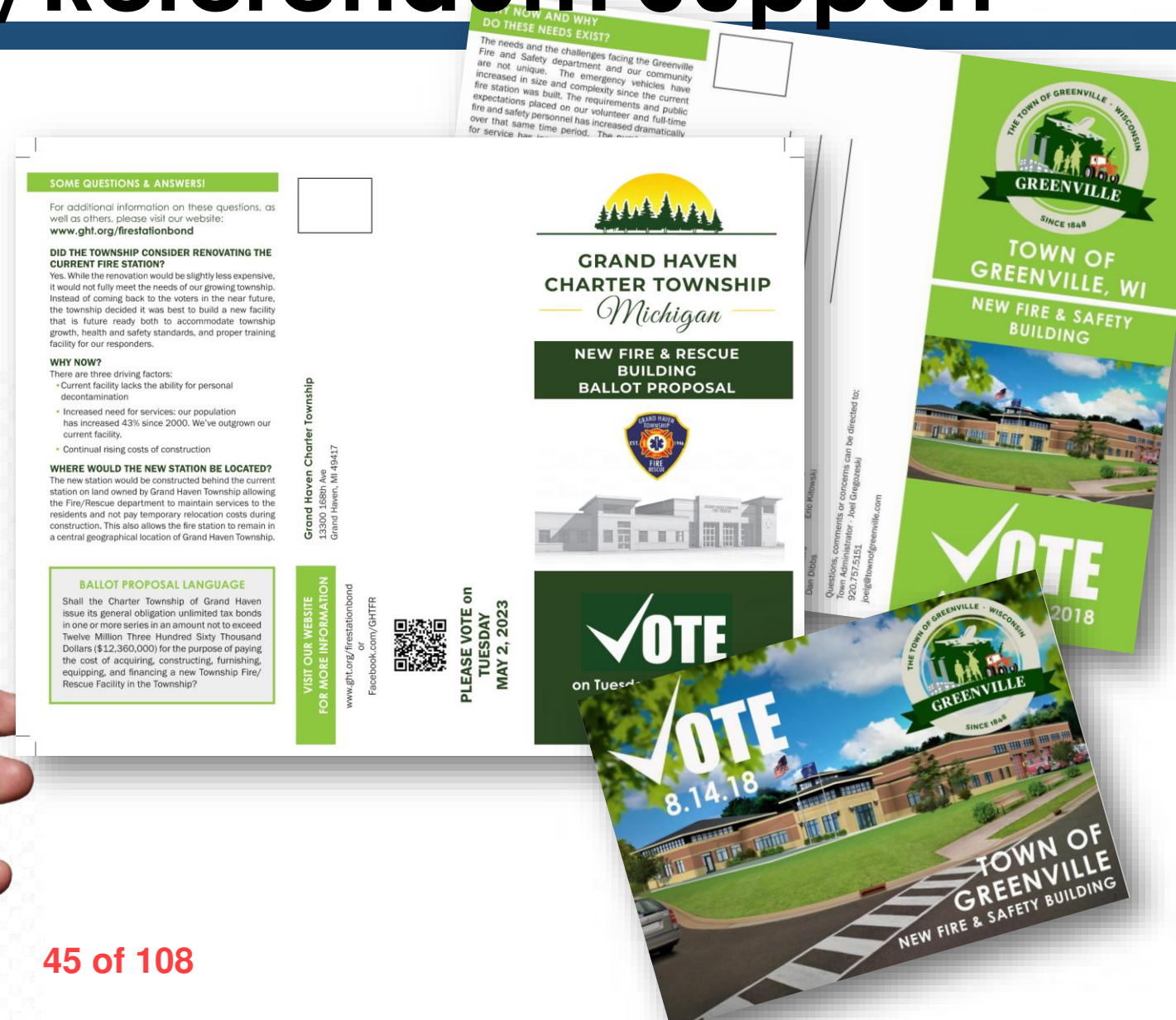
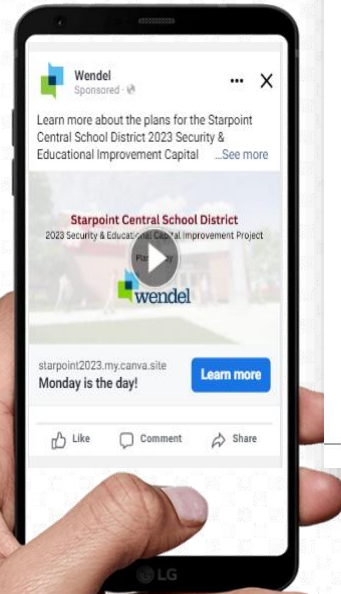
# FUNDING CONSIDERATIONS

# FUNDING OPTIONS:

- Referendum
- USDA
  - Long-term loan
  - Grant
- Community Development Block Grant

# Public Engagement/Referendum Support

- Attend community listening & information sessions
- Design mailers & postcards to be sent to residents in the city
- Design fliers & posters to be hung around the community
- Create graphics for use on your community website & social media platforms
- Successful campaigns in Grand Haven, Greenville, etc., as well as numerous K12 referendums



# REFERENDUM SUPPORT:

- General Date for Elections:
  - **Even years:** Guaranteed Elections in April (Spring Election), August (Partisan Primary), and November (General Election)
    - Spring Primary (February) as needed
  - **Odd years:** Only guaranteed elections in April
    - Spring Primary (February) as needed
- Need question filed with State 70 days prior to an election
  - January 2026:
    - Deadline for State to receive question for Spring Election 2026
  - May 2026:
    - Deadline for State to receive question for Partisan Primary / Summer Election 2026
  - August 2026:
    - Deadline for State to receive questions for General Election, November 2026
  - January 2027:
    - Deadline for State to receive question for Spring Election 2027
  - December 2027:
    - Deadline for State to receive questions for Spring Primary Ballot in February 2027

# REFERENDUM SUPPORT:

	Election	Date	Question Deadline
2026	<i>*Spring Primary</i>	<i>February 17, 2026</i>	<i>December 30, 2025</i>
	Spring Election	April 7, 2026	January 27, 2026
	Summer Election	August 11, 2026	June 2, 2026
	General Election	November 3, 2026	August 25, 2026
2027	<i>*Spring Primary</i>	<i>February 16, 2026</i>	<i>December 2026</i>
	Spring Election	April 6, 2027	January 2025

## USDA Rural Development Funding

- Loans:
  - Low interest
  - 40-year loans
- Grant:
  - “Ear mark” projects with state representatives
- Other requirements/considerations:
  - BABAA – Build America Buy America
  - Restrictions on Building Delivery Methods
    - General contractors are preferred.
    - Construction Managers are “alternate”
  - Overall project timeline will be impacted
    - USDA approval processes
  - Loan is issued AFTER construction is complete
  - Can be a combination of Grant and Loan
- Will need to confirm qualification

### OVERALL APPLICATION BY OWNER

- SF 424 (Application For Federal Assistance)
- SF 424C (Budget – Construction)
- SF 424D (Assurances – Construction)
- Service Area
- RD WI 1900-D, Guide 1 (Conflict of Interest)
- RD 1910-11 (Certification on Collection Policies)
- 5 Year History of Audits & Copies of Debt Instruments
- WI 1942-A Guide 3 (Other Credit Information)
- **Environmental Assessment**
- WI 1942-A, Guide 15 (Public Notification Requirements)
- Proposed Method of Finance letter
- RD 1942-A Guide 14 (Legal Services Agreement)
- Alternative Procurement Documentation
- Architectural Services Agreement
- **Preliminary Architectural Report**
- Financial Feasibility Study
- WI 1942-A Guide 4 (Accounting System Approval)
- RD 1940-Q, Exhibit A-1 (Certification for Contracts, Grants, & Loans)
- RD 400-1 (Equal Opportunity Agreement)
- RD 400-4 (Assurance Agreement)

### PRELIMINARY ARCHITECTURAL REPORT (PAR)

- Introduction
- Report
  - Need, existing conditions, proposed facility, site, anticipated construction challenges, conclusion and recommendations,
- Preliminary Survey
- Concept Drawings
- Programming /Square Footages
- Photographs of existing site and surrounding areas
- Budget
  - Total project costs
- Supplemental Information
  - Project support letters

### ENVIRONMENTAL REPORT\*

- Project description and location
- Historic Preservation\*\*
- Threatened and Endangered species / biological resources assessment
- Wetlands report\*\*\*
- Floodplains report
- Sole Source Aquifers
- Coastal Resources
- Important Farmland
- Environmental Risk Management
- Environmental Justice
- Noise, Traffic, and Air quality

\*Environmental Report is an additional service.

\*\*Wendel will prepare and submit the initial notification to the State Historic Preservation Office (SHPO) and Tribal Historical Preservation Officer (THPO). If either entity requires a full historic assessment, Wendel will work with the Owner to hire an independent preservation consultant. Wendel will work with the consultant to provide basic project background information they require.

\*\*\*If a full wetlands report is required, the Wendel will work with the Owner to hire a consultant to conduct the full wetland delineation.

### FEES FOR ADDITIONAL USDA REPORTS:

- UDSA Preliminary Report: Included with Schematic Design Fees
- USDA Environmental Report: \$7,500
  - Allowance for:
    - Wetland Delineation: \$7,000
    - Historic Preservation consultant: \$9,500
      - Archaeology Review \$2,000
      - Architectural Historic Survey \$7,500

### CDBG PUBLIC FACILITY:

- Awarded to local governments for public infrastructure projects that support business expansion or retention.
  - Examples of eligible projects:
    - New or improved water and sewer service
    - Streets that result in business expansion
- <https://energyandhousing.wi.gov/Pages/CommunityResources.aspx>

# QUESTIONS?



# Thank you.



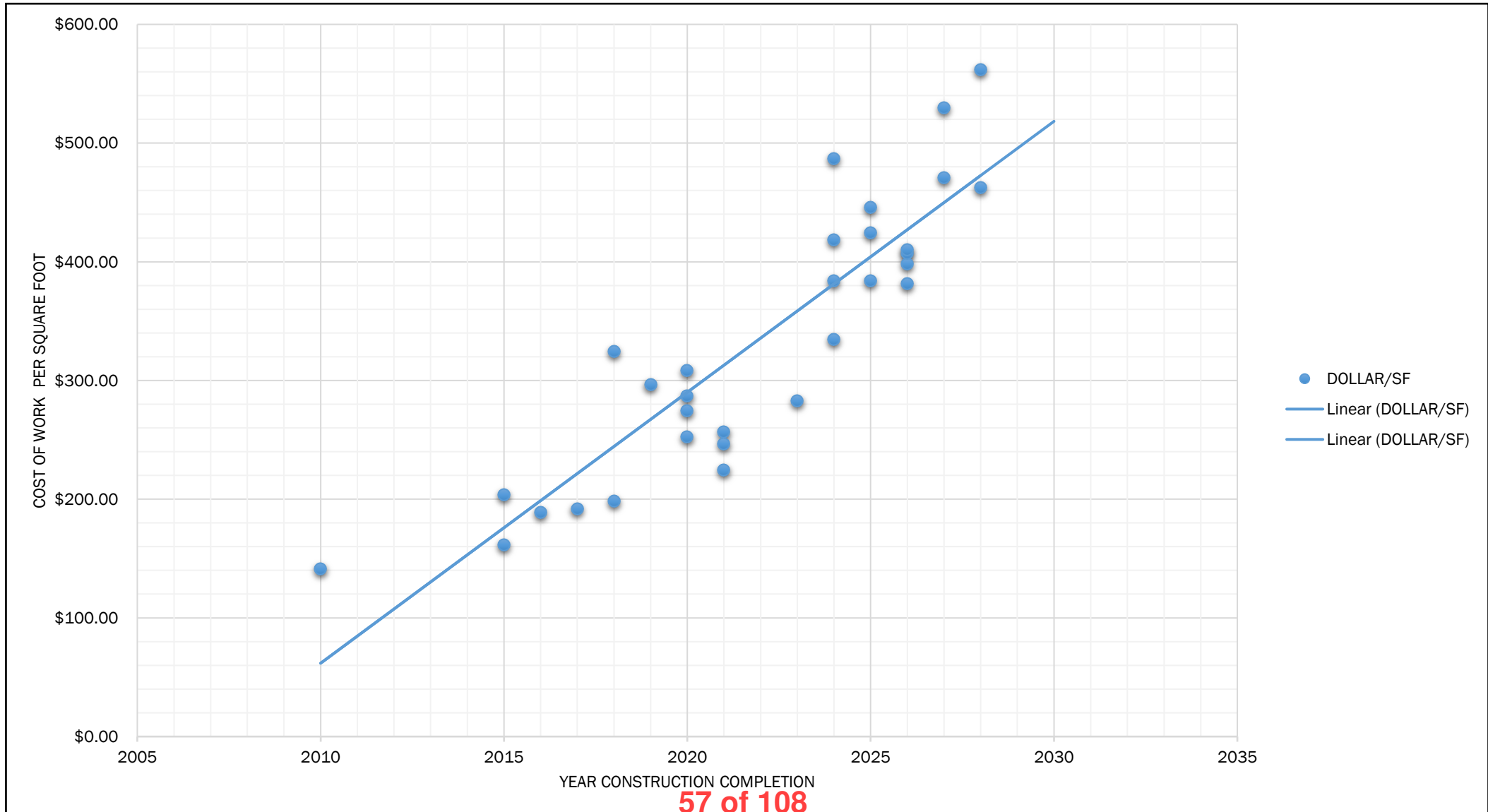
 wendel  
Home of the Award Winning

 Five Bugles Design +  Mitchell Associates Architects  
55 of 108



# FACILITY STUDY

## OPINION OF PROBABLE COSTS



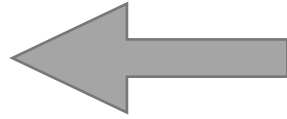
# FACILITY STUDY

## OPINION OF PROBABLE COSTS

ESTIMATE OR BID	STATION	SIZE	BID YEAR	YEAR OF COMPLETION	COST OF WORK	DOLLAR/SF	CONSTRUCTION TYPE
BID	BLOOMINGTON, MN, STATION 3	30,000	2019	2020	\$8,617,000	\$287.23	MASONRY
BID	GREENVILLE, WI	24,680	2019	2020	\$6,232,485	\$252.53	MASONRY
BID	LA POINTE, WI	10,155	2019	2020	\$2,788,820	\$274.63	PEMB
BID	WAUSAU, WI	15,233	2019	2020	\$4,697,832	\$308.40	MASONRY
BID	MONROE, OH	20,100	2020	2021	\$4,960,019	\$246.77	PEMB
BID	RIVERSIDE, ROTHSCHILD, WI	17,450	2020	2021	\$4,481,305	\$256.81	PEMB
BID	SUAMICO, WI	22,050	2020	2021	\$4,947,311	\$224.37	MASONRY
BID	LA CROSSE, WI, STATION 2	20,680	2022	2023	\$5,854,085	\$283.08	MASONRY
BID	ST. PETER, MN	20,800	2022	2024	\$8,704,045	\$418.46	MASONRY / PRECAST
BID	CHISHOLM, MN	23,000	2023	2024	\$11,199,947	\$486.95	MASONRY
BID	OCONTO FALLS, WI	16,808	2023	2024	\$6,449,672	\$383.73	MASONRY
BID	LA CROSSE, WI, STATION 4	20,330	2023	2024	\$6,798,383	\$334.40	MASONRY
BID	GRAND HAVEN TOWNSHIP, MI	23,289	2024	2025	\$9,882,039	\$424.32	MASONRY
ESTIMATE (DD by CPMI)	BARABOO, WI, STATION 1	39,360	2024	2025	\$15,114,800	\$384.01	MASONRY
ESTIMATE (DD by CPMI)	BARABOO, WI, STATION 2	12,640	2024	2025	\$5,635,000	\$445.81	MASONRY
BID	COLD SPRING, MN	16,520	2024	2026	\$6,577,986	\$398.18	MASONRY
BID	PLATTEVILLE, WI	31,100	2025	2026	\$12,657,000	\$406.98	MASONRY
ESTIMATE (DD by MB)	UNION GROVE YORKVILLE, STATION 1	26,588	2025	2026	\$10,901,072	\$410.00	MASONRY
BID	HARRISON, WI STATION 1	26,292	2025	2026	\$10,037,287	\$381.76	MASONRY
ESTIMATE (DD by CM)	LAKESIDE STATION 1, NEWVILLE, WI	32,245	2026	2027	\$15,184,459	\$470.91	MASONRY
ESTIMATE (DD by CM)	LAKESIDE STATION 2, EDGERTON, WI	20,428	2026	2028	\$9,443,644	\$462.29	MASONRY / PEMB
ESTIMATE (DD by CM)	LAKESIDE STATION 3, MILTON, WI	16,676	2026	2028	\$9,362,642	\$561.44	MASONRY
ESTIMATE (DD by CM)	LAKESIDE STATION 4, MILTON, WI	20,791	2026	2027	\$11,009,989	\$529.56	MASONRY

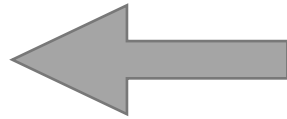
# COST OF WORK

## CONSTRUCTION COSTS



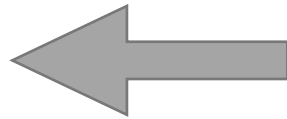
### PRE-ENGINEERED METAL BUILDINGS:

- Repairs anticipated: leaking due to building movement, replacement of panels,
- Anticipate major maintenance 20-30 years after construction
- Limited design options. Design impacts costs



### CONVENTIONAL MASONRY:

- Long-term regular maintenance include: tuckpointing, minor damaged brick replacement, roof replacement
- Anticipate major maintenance 50-75 years after construction



### ARCHITECTURAL PRECAST:

- Long-term maintenance include: tuckpointing/replacement of caulking between panels, roof replacement
- Anticipate major maintenance 30-50 years after construction
- Cost come down with panel reputation

# Memo



**To:** Fire Board

**From:** Ryan Ostreng

**cc:**

**Date:** December 12, 2025

**Re:** Fire Station Potential Debt Impact

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Attached is information assembled by HAFD Board President Barlow and reviewed by Village Administrator Heinig related to the potential impact on the two communities of a potential debt issue for building a new station. Two tables are included: one for the current debt capacity and the other for mill rate and dollar impacts on municipal taxes. Note for clarity, only the amount that the two communities would charge on the tax bill for the fire station are presented with no other municipal, school district, county, and WTC fees and taxes included.

This item is for information and discussion only and involves no motion on the part of the HAFD Board of Directors.

**Potential Impact of Debt Issue related to Possible New Fire Station**

**Dec 10, 2025**

**Current Debt Load and DOR Limits:**

The WI Dept of Revenue sets the acceptable limits of debt for communities. That is limited to 5% of the equalized value of property. Based on the available information on current debt from the communities 2026 budget information and the WI DOR website.

	<b>Town of Holland</b>	<b>Village of Holmen</b>
<b>Total Equalized Value</b>	\$744,874,300	\$1,618,925,200
<b>WI DOR Debt Limit</b>	\$37,611,930	\$80,946,260
<b>Current Existing Debt</b>	\$0*	\$45,818,496
<b>Amount of Remaining Debt Capacity</b>	\$37,611,930	\$38,051,694

**Tax Impact of New Station:**

Potential tax impact, increase to mill rate, based on a \$14 million project cost shared by the communities. Based on estimate of 6% interest over 20 years would lead to debt of \$600,000/year.

	<b>Town of Holland</b>	<b>Village of Holmen</b>
<b>Total Equalized Value</b>	\$744,874,300	\$1,618,925,200
<b>Debt issue per year</b>	\$600,000	\$600,000
<b>Assessed Value of Property minus amount in TIF</b>	\$600,000,000 approx	\$1,200,000,000 approx
<b>Debt issue/ Assessed Value = increase to mill rate due to debt</b>	.001	.0005
<b>Mill rate increase * \$1000</b>	\$1 increase per mil (\$1000 of valuation)	\$0.50 increase per mil (\$1000 of valuation)
<b>2026 Municipal Mill rates + Debt Impact</b>	\$2.20 + \$1.00 = \$3.20	\$5.52 + \$0.50 = \$6.02
<b>Tax Impact of Debt issue alone</b>		
<b>\$200,000 home</b>	\$200/year	\$100/year
<b>\$300,000 home</b>	\$300/year	\$150/year
<b>\$400,000 home</b>	\$400/year	\$200/year
<b>Expected 2026 Municipal Tax w/o debt for station</b>		
<b>\$200,000 home</b>	\$440	\$1,104
<b>\$300,000 home</b>	\$660	\$1,656
<b>\$400,000 home</b>	\$880	\$2,208
<b>Estimate 2026 Municipal Tax w/debt for station</b>		
<b>\$200,000 home</b>	\$440 + \$200 = \$640	\$1,104 + \$100 = \$1,204
<b>\$300,000 home</b>	\$660 + \$300 = \$960	\$1,656 + \$150 = \$1,806
<b>\$400,000 home</b>	\$880 + \$400 = \$1280	\$2,208 + \$200 = \$2,408

**Appendices Follow: WI DOR Debt limits, 2026 Town and Village Budget Summaries, Village Debt Structure.**

2025 Equalized Value Information

LA CROSSE COUNTY

<u>CoMun Code</u>	<u>Tax Dist #</u>	<u>TVC Type</u>	<u>Municipal Name</u>	<u>TID OUT Equalized Value</u>	<u>TID IN Equalized Value</u>	<u>Debt Limit</u>
32002	0845	T	BANGOR	102,290,500	102,290,500	5,114,525
32004	0846	T	BARRE	217,273,900	217,273,900	10,863,695
32006	0847	T	BURNS	176,677,300	176,677,300	8,833,865
32008	0848	T	CAMPBELL	583,859,900	583,859,900	29,192,995
32010	0849	T	FARMINGTON	314,574,800	314,574,800	15,728,740
32012	0850	T	GREENFIELD	357,356,700	357,356,700	17,867,835
32014	0851	T	HAMILTON	465,824,300	465,824,300	23,291,215
32016	0852	T	HOLLAND	744,874,300	744,874,300	37,243,715
32018	0853	T	MEDARY	303,609,400	303,609,400	15,180,470
32020	0854	T	ONALASKA	1,086,600,800	1,086,600,800	54,330,040
32022	0855	T	SHELBY	752,238,600	752,238,600	37,611,930
32024	0856	T	WASHINGTON	85,388,000	85,388,000	4,269,400
32106	0857	V	BANGOR	162,417,100	172,485,500	8,624,275
32136	0858	V	HOLMEN	1,334,805,000	1,618,925,200	80,946,260
32176	0859	V	ROCKLAND	77,008,200	83,060,100	4,153,005
32191	0860	V	WEST SALEM	741,539,300	780,783,600	39,039,180
32246	0861	C	LA CROSSE	5,219,193,900	5,970,494,100	298,524,705
32265	0862	C	ONALASKA	3,350,895,800	3,394,607,900	169,730,395

# District in County

12	Town Total	=	5,190,568,500	5,190,568,500	259,528,425
4	Village Total	=	2,315,769,600	2,655,254,400	132,762,720
2	City Total	=	8,570,089,700	9,365,102,000	468,255,100
<hr/>					
18	County Total	=	16,076,427,800	17,210,924,900	860,546,245

## NOTICE OF PUBLIC BUDGET HEARING FOR THE TOWN OF HOLLAND

Notice is hereby given that on **Wednesday, November 12, 2025**, a PUBLIC HEARING on the PROPOSED 2026 BUDGET of the Town of Holland in La Crosse County will be held. The hearing will take place at the Town Hall at 6:30 p.m. Immediately following the public hearing, a Special Town Elector Meeting will be held to approve the 2025 total town tax levy to be collected in 2026. The proposed budget in detail is available for inspection at the town clerk's office during clerk hours or by appointment. The following is a summary of the proposed 2026 Budget:

	2025 Budget	2026 Budget	Difference	%
<b>Revenues</b>				
Property taxes	1,149,671	1,177,570	27,899	2.4%
Fed Aids	1,700	1,245	(455)	-26.8%
State Aids	768,259	750,048	(18,211)	-2.4%
Licenses & Permits	36,000	36,050	50	0.1%
Stormwater Fees	81,500	113,663	32,163	39.5%
Public Charges (refuse, etc.)	245,000	247,000	2,000	0.8%
Rent	11,300	11,100	(200)	-1.8%
Interest	36,100	37,600	1,500	4.2%
Misc. Revenue	14,904	15,200	296	2.0%
Cash Reserves & Proceeds	557,350	275,500	(281,850)	-50.6%
<b>Total Revenues</b>	<b>2,901,784</b>	<b>2,664,976</b>	<b>(236,808)</b>	<b>-8.2%</b>
<b>Expenses</b>				
General Government	190,770	185,300	(5,470)	-2.9%
<b>Public Safety</b>				
Fire Protection	670,042	678,191	8,149	1.2%
Inspection	25,000	25,000	-	0.0%
Emergency Communication	1,000	500	(500)	-50.0%
<b>Public Works</b>				
Highway/Street Maintenance	952,460	801,182	(151,278)	-15.9%
Street Lighting & Other Transp	4,500	4,100	(400)	-8.9%
Stormwater	83,100	91,361	8,261	9.9%
Refuse & Recycling	259,731	273,016	13,285	5.1%
<b>Health &amp; Human Services-cemetery</b>	500	500	0	0%
<b>Culture, Recreation, Education</b>	108,050	76,200	-31,850	-29.5%
<b>Capital Outlay</b>	606,626	529,626	(77,000)	-12.7%
<b>Misc.</b>	5	0	(5)	-100.0%
<b>Debt Service</b>	0	0	0	0.0%
<b>Total Expenses</b>	<b>2,901,784</b>	<b>2,664,976</b>	<b>(236,808)</b>	<b>-8.2%</b>
Projected				
All Government & Proprietary Funds	Fund Balance 1/1/2025	Projected Revenues	Projected Expenses	Projected Balance 12/31/2025
General funds	1,341,619	2,278,555	2,314,145	1,306,029
Reserve (BCL powerline)	286,522	4,765	201,353	89,934
Reserve (Stormwater Fees)	694	126,855	126,821	728
<b>Town Mill Rate (Tax per \$1,000)</b>	<b>\$2.19</b>	<b>\$2.20</b>	0.01	0.5%
<b>(Mill rate estimate, subject to change based on final assessed values)</b>				

Marilyn J. Pedretti  
Town Clerk  
Posted: 10/28/2025

**NOTICE OF BUDGET HEARING**  
**Village of Holmen**  
**2026 General Fund Budget**  
**Village Hall Community Room**  
**Thursday, November 13, 2025**  
**6:30 PM**

	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Changed</b>
<b>Revenues:</b>				
Property Taxes	\$ 6,424,698	\$ 6,623,412	\$ 7,045,373	6.3707%
Other Taxes	\$ 805,648	\$ 726,620	\$ 744,270	2.4291%
Special Assessments	\$ 13,998	\$ 3,500	\$ 2,437	-30.3714%
Intergovernmental	\$ 1,749,033	\$ 1,926,129	\$ 1,984,850	3.0487%
Licenses and Permits	\$ 339,367	\$ 201,985	\$ 201,235	-0.3713%
Fines, Forfeits and Penalties	\$ 123,433	\$ 95,200	\$ 105,200	10.5042%
Public Charges for Services	\$ 1,417,460	\$ 1,449,685	\$ 1,631,145	12.5172%
Intergovernmental Charges	\$ 40,937	\$ 40,000	\$ 41,000	2.5000%
Miscellaneous	\$ 521,918	\$ 740,190	\$ 174,440	-76.4331%
Other Financing Sources	\$ 946,582	\$ 763,500	\$ 757,000	-0.8513%
<b>TOTAL REVENUES</b>	<b>\$ 12,383,075</b>	<b>\$ 12,570,221</b>	<b>\$ 12,686,950</b>	<b>0.9286%</b>
<b>Expenditures:</b>				
General Government	\$ 569,041	\$ 574,833	\$ 644,859	12.1820%
Public Safety	\$ 4,061,471	\$ 4,244,465	\$ 4,567,546	7.6118%
Public Works	\$ 1,391,808	\$ 1,525,830	\$ 1,555,584	1.9500%
Health and Human Services	\$ 3,750	\$ 2,800	\$ 3,750	33.9286%
Culture, Park and Recreation	\$ 1,495,532	\$ 1,536,213	\$ 1,610,375	4.8276%
Conservation and Development	\$ 78,563	\$ 116,000	\$ 99,000	-14.6552%
Capital Outlay	\$ 1,107,414	\$ 2,297,250	\$ 1,877,000	-18.2936%
Debt Service Costs	\$ 134,000	\$ -	\$ -	0.0000%
Other Financing Uses	\$ 2,222,323	\$ 2,272,830	\$ 2,328,836	2.4642%
<b>TOTAL EXPENDITURES</b>	<b>\$ 11,063,902</b>	<b>\$ 12,570,221</b>	<b>\$ 12,686,950</b>	<b>0.9286%</b>
<b>EXCESS OF REVENUES OVER EXP.</b>	<b>\$ 1,319,172</b>	<b>\$ -</b>	<b>\$ -</b>	
<b>Fund Balance, Beg. of Year</b>	<b>\$ 7,760,214</b>	<b>\$ 9,079,386</b>	<b>\$ 9,079,386</b>	
<b>Fund Balance, End of Year</b>	<b>\$ 9,079,386</b>	<b>\$ 9,079,386</b>	<b>\$ 9,079,386</b>	
Property Taxes Levied for Village	\$ 6,424,698	\$ 6,623,412	\$ 7,045,373	6.3707%

**Village of Holmen**  
**Other Funds**

	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>%</b>
	<b>Actual</b>	<b>Budget</b>	<b>Proposed</b>	<b>Changed</b>
<b>Debt Service Fund</b>				
Revenues	\$ 2,222,351	\$ 2,272,830	\$ 2,328,836	2.4641%
Expenses	\$ 2,223,573	\$ 2,272,830	\$ 2,328,836	2.4641%
Excess of Revenues over Exp.	\$ (1,221)	\$ -	\$ -	0.0000%
<b>TIF #2</b>				
Revenues	\$ 3,417,045	\$ 1,919,480	\$ 2,728,248	42.1347%
Expenses	\$ 3,049,885	\$ 1,459,084	\$ 1,461,677	0.1777%
Excess of Revenues over Exp.	\$ 367,160	\$ 460,396	\$ 1,266,571	175.1047%
<b>TIF #3</b>				
Revenues	\$ 1,667,281	\$ 1,695,340	\$ 1,612,117	-4.9089%
Expenses	\$ 533,455	\$ 755,331	\$ 941,019	24.5837%
Excess of Revenues over Exp.	\$ 1,133,826	\$ 940,009	\$ 671,098	-28.6073%
<b>Storm Water Management Utility</b>				
Revenues	\$ 437,120	\$ 428,100	\$ 428,100	0.0000%
Expenses	\$ 443,955	\$ 457,208	\$ 500,248	9.4137%
Excess of Revenues over Exp. Including Capital Outlay	\$ (6,835)	\$ (29,108)	\$ (72,148)	147.8631%
*2026 - ERU change from \$12.00 to \$15.00 per quarter				
<b>Water Utility</b>				
Revenues	\$ 4,902,785	\$ 1,532,870	\$ 2,002,848	30.6600%
Expenses	\$ 1,695,551	\$ 1,599,575	\$ 1,946,182	21.6687%
Excess of Revenues over Exp. Excluding Capital Outlay	\$ 3,207,234	\$ (66,705)	\$ 56,666	-184.9502%
<b>Sewer Utility</b>				
Revenues	\$ 3,793,274	\$ 2,636,491	\$ 2,686,491	1.8965%
Expenses	\$ 2,407,787	\$ 2,377,369	\$ 2,515,765	5.8214%
Excess of Revenues over Exp. Excluding Capital Outlay	\$ 1,385,487	\$ 259,122	\$ 170,726	-34.1137%
<b>Sewer Rates:</b>				
Fixed Quarterly Charge	\$15.50	\$15.50	\$15.50	0.0000%
Volume Charge per 1,000 gallons	\$8.00	\$8.00	\$8.00	0.0000%

NOTICE: A detailed summary of the Holmen Budget is on file in the Village Clerks office for public inspection during scheduled office hours. Impact Fee revenues and expenditures are identified within the Holmen budget.

**Village of Holmen  
Debt Service**

**Water Department**

Well #7 & Res. #4 2.365% - SDWLP 2008 MRB-WI Dept of Admin 4820-02 610-20223-914      610-50427-000		
	Principal	Interest
2026	\$81,021.57	\$2,919.56
2027	\$82,937.74	\$980.74
2028	\$0.00	\$0.00
2029	\$0.00	\$0.00
2030	\$0.00	\$0.00
2031	\$0.00	\$0.00
<b>Total</b>	<b>\$163,959.31</b>	<b>\$3,900.30</b>

**Sewer Department**

WWTP 1.98% - CWDL 2019 MRB-WI Dept of Admin 4308-07 620-20223-019      620-50427-000		
	Principal	Interest
2026	\$621,260.46	\$174,209.55
2027	\$633,561.42	\$161,786.82
2028	\$646,105.93	\$149,118.11
2029	\$658,898.83	\$136,198.57
2030	\$671,945.02	\$123,023.22
2031-2038	\$5,877,321.04	\$477,457.40
<b>Total</b>	<b>\$9,109,092.70</b>	<b>\$1,221,793.67</b>

**TIF Fund**

	TID #2 (Water/Sewer) 2.500% - 4.000% 2017A G O Bonds (refund 09) not levied Original \$1,050,000 410-58321-000      410-51580-000		TID #2 (Water/Sewer) 2% - 3.9% 2013A GO BONDS (Refund 10) not levied Orig \$305,011.80 410-58321-001      410-51580-000		TID #3 Streets-Roundabout/Bridge 3% to %4 2020A GO Bonds - not levied Orig \$4,920,000 411-58321-000      411-51580-000		TID #2 Well #5, Reservoir #8 4.50% 2023 Revenue Bond 2023A-not levied Orig \$7,074,000 410-58321-000      410-51580-000	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2026	\$105,000.00	\$11,975.00	\$20,000.00	\$3,737.50	\$295,000.00	\$112,700.00	\$503,000.00	\$278,235.00
2027	\$110,000.00	\$9,350.00	\$20,000.00	\$3,087.50	\$305,000.00	\$100,900.00	\$526,000.00	\$255,600.00
2028	\$110,000.00	\$6,600.00	\$20,000.00	\$2,387.50	\$320,000.00	\$88,700.00	\$5,154,000.00	\$231,930.00
2029	\$110,000.00	\$3,300.00	\$20,000.00	\$1,687.50	\$330,000.00	\$75,900.00	\$0.00	\$0.00
2030	\$0.00	\$0.00	\$25,000.00	\$937.50	\$340,000.00	\$66,000.00	\$0.00	\$0.00
2031-2036	\$0.00	\$0.00	\$0.00	\$0.00	\$1,860,000.00	\$170,850.00	\$0.00	\$0.00
<b>Total</b>	<b>\$435,000.00</b>	<b>\$31,225.00</b>	<b>\$105,000.00</b>	<b>\$11,837.50</b>	<b>\$3,450,000.00</b>	<b>\$615,050.00</b>	<b>\$6,183,000.00</b>	<b>\$765,765.00</b>

**TIF Fund (Levy)**

	TID #2 (Levy) 2.1674% Blackwelder Place & Mathy 2016A GO BONDS Orig \$405,580 (38.4436018957346%) 300-58120-925      300-58210-925		TID #3 (Levy) 2.1674% Hale/HD & Greeno 2016A GO BONDS Orig \$394,140 (37.3592417061611%) 300-58120-926      300-58210-926		TID #3 (Levy) 2.1674% Holmen Drive 2016A GO BONDS Orig \$3,195,000 300-58120-927      300-58210-927		Principal	Interest	Total
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest	Total
2026	\$19,221.80	\$5,557.51	\$18,679.62	\$5,400.75	\$180,000.00	\$45,168.76	\$1,140,901.42	\$462,774.52	\$1,603,675.94
2027	\$19,221.80	\$5,173.07	\$18,679.62	\$5,027.16	\$185,000.00	\$41,568.76	\$1,183,901.42	\$420,706.49	\$1,604,607.91
2028	\$21,143.98	\$4,788.64	\$20,547.58	\$4,653.56	\$190,000.00	\$37,868.76	\$5,835,691.56	\$376,928.46	\$6,212,620.02
2029	\$21,143.98	\$4,365.76	\$20,547.58	\$4,242.61	\$195,000.00	\$34,068.76	\$696,691.56	\$123,564.63	\$820,256.19
2030	\$21,143.98	\$3,942.88	\$20,547.58	\$3,831.66	\$195,000.00	\$30,168.76	\$601,691.56	\$104,880.80	\$706,572.36
2031-2036	\$140,319.16	\$12,667.19	\$136,361.23	\$12,309.89	\$1,070,000.00	\$82,131.30	\$3,206,680.39	\$277,958.37	\$3,484,638.76
<b>Total</b>	<b>\$242,194.70</b>	<b>\$36,495.03</b>	<b>\$235,363.22</b>	<b>\$35,465.62</b>	<b>\$2,015,000.00</b>	<b>\$270,975.10</b>	<b>\$12,665,557.92</b>	<b>\$1,766,813.26</b>	<b>\$14,432,371.19</b>

**General Fund**

	GF - Capital Outlay - 2022 Loan Rate 3.95% 2023-2026 (4-Year financing) Original \$579,400 300-58120-937      300-58210-937		GF - Capital Outlay - 2023 Loan Rate 5.5% 2024-2027 (4-Year financing) Original \$500,000 300-58120-938      300-58210-938		GF - Capital Outlay - 2024 Loan Rate 5% 2025-2028 (4-Year financing) Original \$650,000 300-58120-939      300-58210-939		GF - Capital Outlay - 2025 Loan Rate 4.9% 2026-2029 (4-Year financing) Original \$763,500 300-58120-940      300-58210-940	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2026	\$153,647.75	\$3,862.93	\$128,262.17	\$12,058.31	\$158,268.09	\$22,033.39	\$176,991.42	\$34,664.18
2027	\$0.00	\$0.00	\$135,565.72	\$4,754.95	\$166,331.11	\$13,970.37	\$185,949.64	\$25,705.96
2028	\$0.00	\$0.00	\$0.00	\$0.00	\$174,804.88	\$5,496.58	\$195,312.04	\$16,343.56
2029	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$205,246.90	\$6,408.87
<b>Total</b>	<b>\$153,647.75</b>	<b>\$3,862.93</b>	<b>\$263,827.89</b>	<b>\$16,813.26</b>	<b>\$499,404.08</b>	<b>\$41,500.34</b>	<b>\$763,500.00</b>	<b>\$83,122.57</b>

**Village of Holmen  
Debt Service**

General Fund	Halfway Creek Park Project 2.500% - 4.000% 2017A G O Bonds (refund 09) Original \$1,710,000 300-58120-918    300-58210-918		Capital Facilities-Public Safety 2%-3.9% 2013A GO BONDS (Refund 10) Orig \$2,723,747.68 300-58120-920    300-58210-920		Capital Facilities-Site 2%-3.9% 2013 GO Bonds (Refund 10) Orig \$1,936,240.52 300-58120-921    300-58210-921		Library New Money 2016A GO BONDS 2.1674% Orig \$4,965,000 300-58120-924    300-58210-924	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
	2026	\$165,000.00	\$19,450.00	\$110,000.00	\$59,207.50	\$125,000.00	\$23,662.50	\$240,000.00
2027	\$175,000.00	\$15,325.00	\$120,000.00	\$55,632.50	\$125,000.00	\$19,600.00	\$250,000.00	\$63,387.50
2028	\$180,000.00	\$10,950.00	\$120,000.00	\$51,432.50	\$135,000.00	\$15,225.00	\$250,000.00	\$58,387.50
2029	\$185,000.00	\$5,550.00	\$125,000.00	\$47,232.50	\$140,000.00	\$10,500.00	\$255,000.00	\$53,387.50
2030	\$0.00	\$0.00	\$130,000.00	\$42,545.00	\$140,000.00	\$5,250.00	\$265,000.00	\$48,287.50
2031-2036	\$0.00	\$0.00	\$950,000.00	\$76,010.00	\$0.00	\$0.00	\$1,715,000.00	\$153,987.53
<b>Total</b>	<b>\$705,000.00</b>	<b>\$51,275.00</b>	<b>\$1,555,000.00</b>	<b>\$332,060.00</b>	<b>\$665,000.00</b>	<b>\$74,237.50</b>	<b>\$2,975,000.00</b>	<b>\$445,625.03</b>

General Fund	GF - Streets 2.1674% Sunset/Hwy 35/126 W Legion 2016A GO BONDS Orig \$255,280 (24.1971563981043%) 300-58120-928    300-58210-928		GF - Parks/Street/2021 Note Refunding \$4,595,000(51.2263099%)/\$4,085,000 (45.54069119%)/\$290,000(3.232999%) 2022A GO Bonds - 3%-2.35% Original \$8,970,000 300-58120-936    300-58210-936		Principal	Interest	Total	
	2026	\$12,098.58	\$3,498.00	\$365,000.00	\$173,915.00	\$1,634,268.01	\$420,539.31	\$2,054,807.32
	2027	\$12,098.58	\$3,256.03	\$375,000.00	\$162,815.00	\$1,544,945.05	\$364,447.31	\$1,909,392.36
2028	\$13,308.44	\$3,014.06	\$385,000.00	\$151,415.00	\$1,453,425.36	\$312,264.20	\$1,765,689.56	
2029	\$13,308.44	\$2,747.89	\$405,000.00	\$139,565.00	\$1,328,555.34	\$265,391.76	\$1,593,947.10	
2030	\$13,308.44	\$2,481.72	\$405,000.00	\$127,415.00	\$953,308.44	\$225,979.22	\$1,179,287.66	
2031-2036	\$88,319.62	\$7,972.98	\$5,685,000.00	\$784,035.00	\$8,438,319.62	\$1,022,005.51	\$9,460,325.13	
<b>Total</b>	<b>\$152,442.09</b>	<b>\$22,970.69</b>	<b>\$7,620,000.00</b>	<b>\$1,539,160.00</b>	<b>\$15,352,821.81</b>	<b>\$2,610,627.32</b>	<b>\$17,963,449.12</b>	

Levy	General		TIF Levy (16 bond)		n/a Loan Proceeds
	Principal	Interest	Principal	Interest	
2013A	235,000.00	82,870.00			
4-year loans @ 1st National	617,169.43	72,618.81			
2016A-Streets	12,098.58	3,498.00	37,901.42	10,958.26	
2016A-Library	240,000.00	68,187.50			
2017A (refinance 09)	165,000.00	19,450.00			
2016A-Holmen Dr.			Principal	Interest	
2022A-Parks/Streets	365,000.00	173,915.00	180,000.00	45,168.76	
	\$1,634,268.01	\$420,539.31			
			\$217,901.42	\$56,127.02	
					\$2,328,835.76
					\$0.00
					\$2,328,835.76

# Memo



**To:** Fire Board  
**From:** Ryan Ostreng  
**cc:**  
**Date:** December 9, 2025  
**Re:** Fire Truck Pricing, Options, and Financing

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I reached out to Eric Fibikar, our Reliant Fire Apparatus, Inc sales representative, to gather more detailed information regarding fire pumper specifications, pricing, and financing options for review. The following materials are attached for your consideration:

## 1. Options List

The attached *Option List* represents the preliminary pumper shell developed through discussions with Eric. This list will serve as the starting point for building out the full specifications of our next fire pumper. A four- to five-week timeline is anticipated to complete the specification process, from internal review of the options list through finalization of pricing, drawings, and selected features.

## 2. Pricing Letter

The attached pricing letter outlines:

- Current base unit price
- Available payment option
- Terms and conditions
- Summary of product specifications and availability
- Basis of the quoted pricing
- Payment terms

## 3. Financing Options

The attached *Pierce Financing Options* Proposal outlines several lease term options and associated costs using the current base unit price. Utilizing PNC financing qualifies the purchase for the full prepayment discount, as PNC pays Pierce upfront to secure the discount on our behalf.

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

#### **4. Apparatus Example**

For visual reference, a photograph of a Pierce Velocity PUC delivered to Marquette, MI in November 2024 is included. This apparatus closely represents the exterior configuration being considered for our new pumper. The paint and striping package in this example would align well with the current HAFD Engine 1.

#### **5. Buildout Lead Time**

Eric reports that the current estimated build time is approximately 46 months. However, this can potentially be reduced to around 30 months if the final option list is limited to fewer than 485 items.

#### **Request for Board Direction**

Following discussion, I am requesting that the HAFD Board of Directors authorize staff to move forward with Eric Fibikar in refining the option list and developing an updated proposal and cost estimate for our next fire pumper.



# Option List

11/20/2025

**Customer:** Holmen Area Fire Department  
**Representative:** Fibikar, Eric  
**Organization:** Reliant Fire Apparatus, Inc  
**Requirements Manager:**  
**Description:** Holmen Velocity PUC Pumper  
**Body:** Pumper, PUC, Aluminum  
**Chassis:** Velocity Chassis, PUC-NG (Med Block)

**Bid Number:** 808  
**Job Number:**  
**Number of Units:** 1  
**Bid Date:** 01/23/2026  
**Stock Number:**  
**Price Level:** 54 (Current: 54)  
**Lane:** Lane 1

Line	Option	Type	Option Description	Qty
1	0766589		PUC Pumper Boiler Plate Fire Department/Customer - Holmen Fire Department Operating/In conjunction W-Service Center - In Conjunction Miles - 150 Miles Number of Fire Dept/Municipalities - 2 Bidder/Sales Organization - Reliant Fire Apparatus Delivery - Delivery representative Dealership/Sales Organization, Service - Reliant Fire Apparatus	1
2	0661794		Single Source Compliance	1
3	0584456		Manufacture Location, Appleton, Wisconsin	1
4	0584452		RFP Location: Appleton, Wisconsin	1
5	0588609		Vehicle Destination, US	1
6	0816491		Comply NFPA 1900 Changes Effective Jan 1, 2024, With Exceptions	1
7	0533347		Pumper/Pumper with Aerial Device Fire Apparatus	1
8	0588611		Vehicle Certification, Pumper	1
9	0661778		Agency, Apparatus Certification, Pumper/Tanker, U.L.	1
10	0816495		Certification, Vehicle Inspection Program, NFPA 1900	1
11	0537375		Unit of Measure, US Gallons	1
12	0529326		10%, Pierce Built Chassis	1
13	0816569		P-Bond, Not Requested, PPI	1
14	0000007		Approval Drawing	1
15	0002928		Electrical Diagrams	1
16	0888808		Velocity Chassis, PUC-NG (Med Block)	1
17	0000110		Wheelbase Wheelbase - 216"	1
18	0000070		GVW Rating GVW rating - 53,800lbs	1
19	0000203		Frame Rails, 13.38 x 3.50 x .375, Qtm/AXT/Imp/Vel	1
20	0889469		Frame Liner, "C/Inv L" 12.50" x 3.00" x .25", AXT/Vel/Imp/Enf, 56" QVal	1
21	0508849		22,800 lb TAK-4 Axle	1
22	0010427		Suspension, Front TAK-4, 22,800 lb, Qtm/AXT/Imp/Vel/Enf/SFR	1
23	0087572		Shock Absorbers, KONI, TAK-4, Qtm/AXT/Imp/Vel/Enf	1
24	0000322		Oil Seals, Front Axle	1
25	0899438		Tires, Front, Goodyear, Armor MAX MSA, 425/65R22.50, 20 ply	1
26	0890369		Wheels, Front, 22.50" x 12.25", Steel, Hub Pilot	1
27	0530467		31,000 lb Meritor Axle	1
28	0818721		Top Speed of Vehicle, 68 MPH/109 KPH, Non-NFPA/ULC 2024	1
29	0122074		Suspen, Rear, Standens, Spring, 31,000 lb	1
30	0000485		Oil Seals, Rear Axle	1
31	0585004		Tires, Rear, Goodyear, G289 WHA, 315/80R22.50, 20 ply, Single	1
32	0654797		Wheels, Rear, Accuride, 22.50" x 9.00", Steel, Hub Pilot, Single	1
33	0568081		Tire Balancing, Counteract Beads	1
34	0620570		Tire Pressure Monitoring, RealWheels, AirSecure, Valve Cap, Single Axle Qty, Tire Pressure Ind - 6	1
35	0801909		Lug Nut, Covers, Chrome	1
36	0003245		Axle Hub Covers w/center hole, S/S, Front Axle	1
37	0001960		Axle Hub Covers, Rear, S/S, High Hat (Pair)	1
38	0002045		Mud Flap, Front and Rear, Pierce Logo	1
39	0760675		Chains, Onspot, Automatic Tire, Custom	1
40	0646362		Chocks, Wheel, Worden HWGY- SB, Super Gripper, (Up to 46" Diameter Tires) Qty, Pair - 01	1

Line	Option	Type	Option Description	Qty
41	0646364		Mounting Brackets, Chocks, Worden Safety, Model U815T Location, Wheel chock - in front of the LS rear tires under the body Qty, Pair - 01	1
42	0820509		ESC/ABS/ATC Wabco Brake System, Single Rear Axle, NFPA 1900/ULC	1
43	0030185		Brakes, Knorr/Bendix 17", Disc, Front, TAK-4	1
44	0803729		Brakes, Meritor, Cam, Rear, 16.50 x 8.63" No Dust Shield	1
45	0020784		Air Compressor, Brake, Cummins/Wabco 18.7 CFM	1
46	0000786		Brake Reservoirs, Four Paint Color, Air Tanks - Black #98	1
47	0568012		Air Dryer, Wabco System Saver 1200, Heater, 2010	1
48	0000790		Brake Lines, Nylon	1
49	0000854		Air Inlet, w/Disconnect Coupling Location, Air Coupling(s) - DS Step Well, Forward Qty, Air Coupling (s) - 1	1
50	0805797		Compressor, Air, Kussmaul 091-9B-4-AD, 120V Brake System Location - Near the Battery Charger	1
51	0808533		Engine, Cummins X10, 450 hp, 1250 lb-ft, W/OBD, EPA 2027, Imp/Vel	1
52	0811409		Not Required, Engine Contingency Adjustment	1
53	0001244		High Idle w/Electronic Engine, Custom	1
54	0687994		Engine Brake, Jacobs Compression Brake, Cummins Engine Switch, Engine Brake - e) Cummins Hi Med Lo	1
55	0595068		Clutch, Fan, Air, Horton, w/ "Fan Clutch Disengaged" Switch- MUX ONLY	1
56	0123135		Air Intake, w/Ember separator, Imp/Vel	1
57	0814375		Exhaust System, Horizontal, Right Side Exhaust, Diffuser - Aluminized Steel (Standard) Exhaust, Material/Finish - Aluminized Steel (Standard) Location, Diffuser Termination - 2.00" Past Rub Rail (Standard) Tip, Exhaust - Straight Tip (Standard)	1
58	0787999		Radiator, Impel/Velocity	1
59	0511425		Cooling Hoses, Rubber	1
60	0001125		Fuel Tank, 65 Gallon, Left Side Fill	1
61	0001129		Lines, Fuel	1
62	0595087		DEF Tank, 4.5 Gallon, LS Fill, Forward of Rear Axle Door, Material & Finish, DEF Tank - Polished Stainless	1
63	0723716		Fuel Priming Pump, Electronic, Automatic, Cummins, No Swt Req'd	1
64	0552607		Shutoff Valves (2), Fuel Line @ Filter	1
65	0699437		Cooler, Chassis Fuel, Not Req'd.	1
66	0690880		No Selection Required From This Category	1
67	0887559		Trans, Allison 6th Gen, 3000 EVS P, w/Prognostics, Imp/Vel/SFR/Enf	1
68	0625329		Transmission, Shifter, 5-Spd, Push Button, 3000 EVS	1
69	0517604		Transmission Programming, Park to Neutral, PUC	1
70	0684459		Transmission Oil Cooler, Modine, External	1
71	0001370		Driveline, Spicer 1710	1
72	0669988		Steering, Sheppard M110 w/Tilt, TAK-4, Eaton Pump, w/Cooler	1
73	0001544		Not Required, Steering Assist Cylinder on Front Axle	1
74	0509230		Steering Wheel, 4 Spoke without Controls	1
75	0690274		Logo and Emblem on Dash Text, Row (1) One - Holmen Area Text, Row (2) Two - Fire Text, Row (3) Three - Department	1
76	0123625		19" Stainless Steel Bumper	1
77	0616492		Tray, Hose, Center, 19" Bumper, Outside Air Horns, Imp/Vel Grating, Bumper extension - Grating, Rubber Capacity, Bumper Tray - 21) 150' of 1.75"	1
78	0630210		No Selection Required, Cover Selected in Bumper Accessories	1
79	0510226		Lift & Tow Package, Imp/Vel, AXT	1
80	0522573		Tow Hooks Not Required, Due to Lift and Tow Package	1
81	0652415		Bumper, Drop Down Hinged Section, Two (2) Paddle Latches Location - Center Qty, - 01	1
82	0033532		Cover, Alum Treadplate, For Hose Tray w/drop down bumper Location - Center	1

Line	Option	Type	Option Description	Qty
82			Qty, Hose Tray Covers - 1	
			Stay arm, Tray Cover - c)Pneumatic Stay Arm, Dual	
83	0032268		Hard Clear PVC Hose & Strainer, Bumper Ext, Recess Tray	1
84	0668310		7010 Velocity PUC Cab	1
85	0724237		Engine Tunnel, ISL, Foil Insulation w/Mech Fasteners, Impel/Velocity FR	1
86	0887600		Cab Insulation, Impel/Velocity FR	1
87	0677478		Rear Wall, Exterior, Cab, Aluminum Treadplate	1
88	0122466		Cab Lift, Elec/Hyd, w/Manual Override, Imp/Vel	1
89	0123176		Grille, Bright Finished, Front of Cab, Velocity	1
90	0527032		Trim, S/S Band, Across Cab Face, Rect Lights, Velocity	1
			Material Trim/Scuffplate - c) S/S, Polished	
			Turnsignal Covers - Polished S/S Covers	
91	0087357		Molding, Chrome on Side of Cab	1
92	0521669		Mirrors, Retractable, West Coast Style, Htd/Rmt, w/Htd/Rmt Convex	1
93	0667921		Half Height Door	1
			Key Model, Cab Doors - 751	
			Cab, Exterior Door Handle, Finish - 4-Door, Chrome/Black	
94	0655511		Door Panel, Brushed Stainless Steel, Impel/Velocity 4-Door Cab	1
95	0667905		Storage Pockets w/ Elastic Cover, Recessed, Overhead, Impel/Velocity FR	1
96	0667902		Controls, Electric Windows, All Cab Doors, Impel/Velocity FR	1
97	0555485		Steps, 4-Door Full Tilt Cab, Imp/Vel	1
98	0770194		Handrail, Exterior, Knurled, Alum, 4-Door Cab	1
99	0892637		Lights, Cab & Crw Cab Acs Stps, P25, LED w/Bezel, 1Lt Per Step	1
			Color, Trim - Chrome Housing	
100	0541830		Crowns, Front Fender, Rubber, AXT/VEL/IMP	1
101	0122479		Window, Side of C/C, Fixed, Velocity	1
102	0552935		Trim, Cab Side Windows, Velocity	1
103	0012090		Not Required, Windows, Front/Side of raised roof	1
104	0509286		Not Required, Windows Rear of Crew Cab, Imp/Vel	1
105	0558334		Not Required, Trim, Cab Rear Windows, No Rear Windows	1
106	0123686		Drip Rail, Cab Roof, Impel/Velocity/Veloc SLT	1
107	0663383		Mounting Provisions, 3/16" Alum, Full Engine Tunnel, Vel/Imp	1
			Mounting Provision Spacing - 1.00"	
			Material Finish, Cab Interior - Painted	
108	0748671		Cab Interior, Vinyl, Velocity FR, CARE	1
			Color, Cab Interior Vinyl/Fabric - Endure Vinyl - Silver/Gray	
109	0667943		Cab Interior, Paint Color, Impel/Velocity FR	1
			Color, Cab Interior Paint - i) fire smoke gray	
110	0509532		Floor, Rubber Padded Cab & Crew Cab, Imp/Vel	1
111	0741239		HVAC, Heavy-Duty, Impel/Velocity FR, CARE	1
			Paint Color, A/C Condenser - Painted to Match Cab Roof	
			HVAC System, Filter Access - Removable Panel	
			Auxiliary Cab Heater - Both	
112	0639675		Sun Visor, Smoked Lexan, AXT, Imp/Vel, SFR/Enf	1
			Sun Visor Retention - No Retention	
113	0543257		Grab Handles, Driver Door Post & Passenger Dash Panel, Imp/Vel	1
114	0693439		Lights, Engine Compt, Custom, Auto Sw, w/Fld Chk Dr Wln 3SC0CDCR, 3" LED Trim	1
			Qty, - 01	
115	0122516		Fluid Check Access, Imp/Vel	1
			Latch, Door, Storage - Lift and Turn Latch, Flush	
116	0002508		Map Box, 3 Bin/30 deg Slant, Custom Chassis	1
			Qty, - 1	
			Location, Map Box/Straps - Shipped Loose	
117	0583042		Side Roll and Frontal Impact Protection	1
118	0622619		Seating Capacity, 4 Belted Seats	1
119	0697005		Seat, Driver, Pierce PS6, Premium, Air Ride, High Back, Safety, PRIMARY	1
120	0696994		Seat, Officer, Pierce PS6, Premium, Air Ride, SCBA, Safety, PRIMARY	1
121	0002517		Not Required, Radio Compartment	1
122	0122183		Seat, Rr Fcng C/C, LS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1
123	0102783		Not Required, Seat, Rr Facing C/C, Center	1
124	0122186		Seat, Rr Fcng C/C, RS Otbrd, Pierce PS6, Premium, SCBA, Safety, PRIMARY	1

Line	Option	Type	Option Description	Qty
125	0108189		Not Required, Seat, Forward Facing C/C, LS Outboard	1
126	0783660		Cabinet, Fwd Fcng, Ctr, 42 W x 49 H x 24 D, Roll, Imp/Vel False Floor, EMS Cabinet - False Floor, Sweep Out Style Light, Short Cabinet - Pierce, Interior, Right Side and Pierce, Interior, Left Side Material Finish, Shelf - Painted - Cab Interior Shelf/Tray, Cabinet - (2) Shelves, Adjustable, 1.25" Up-Turned Lip Door, Cab Interior Cabinet - Rollup, Gortite, White, Non-Locking Louvers, Cabinet - 0-No Louvers	1
127	0108190		Not Required, Seat, Forward Facing C/C, RS Outboard	1
128	0566653		Upholstery, Seats In Cab, Turnout Tuff Color, Cab Interior Vinyl/Fabric - c) Black	1
129	0543991		Bracket, Air Bottle, Hands-Free II, Cab Seats Qty, - 03	3
130	0603867		Seat Belt, ReadyReach Seat Belt Color - Red	1
131	0604867		Seat Belt Height Adjustment, 4 Seats, Imp/Vel	1
132	0817557		Helmet Storage, Provided by Fire Department, NFPA/ULC 2024	1
133	0647647		Lights, Dome, FRP Dual LED 4 Lts Color, Dome Lt - Red & White Color, Dome Lt Bzl - Black Control, Dome Lt White - Door Switches and Lens Switch Control, Dome Lt Color - Lens Switch	1
134	0896451		Enhanced Software for Cab and Crew Cab Dome Lts	1
135	0631776		Not Required, Overhead Map Lights	1
136	0816997		Portable Hand Light, Provided by Fire Dept, NFPA/ULC 2024	1
137	0568369		Cab Instruments, Ivory Gauges, Chrome Bezels, Impel/Velocity 2010	1
138	0509511		Air Restriction Indicator, Imp/Vel, AXT, Enf MUX	1
139	0543751		Light, Do Not Move Apparatus Alarm, Do Not Move Truck - Pulsing Alarm	1
140	0509042		Messages, Open Dr/DNMT, Color Dsply,	1
141	0611681		Switching, Cab, Membrane, Impel/Velocity, AXT WiFi MUX Location, Emerg Sw Pnls - Driver's Side Overhead	1
142	0555915		Wiper Control, 2-Speed with Intermittent, MUX, Impel/Velocity	1
143	0834416		USB, Cab, 4, 12V DC, Dual USB Termination, NFPA1900/ULC USB, Type - USB Combo A & C	1
144	0821236		NFPA 2024 12vdc power from - Battery direct Location - TBD	1
145	0820894		NFPA 2024 Location, Wiring - TBD 12vdc power from - Battery direct Wire termination - 10-Place Bus Bar w/Cover	1
146	0686687		Wiring, Spare, 37.5 A 12V DC, Customer Install Radio, 30A Sw Bat, 7.5A Ign Grnd Qty, - 01 Location - TBD	1
147	0820904		DO NOT TURN ON BATT DIR FEATURES!! Qty, - 03 12vdc power from - Battery switched Wire termination - 10-Place Bus Bar w/Cover Location, Spare Wiring - TBD	3
148	0814201		Vehicle Information Center, 7" Color Display, Touchscreen, MUX, CL714 System Of Measurement - US Customary	1
149	0734854		Collision Mitigation, Not Requested	1
150	0606249		Vehicle Data Recorder w/CZ and Overhead Display Seat Belt Monitor	1
151	0696439		Antenna Mount, Custom Chassis, Cable Routed to Instrument Panel Area Qty, - 03 Location, Antenna Mount - Right Side	3
152	0817058		Camera, Pierce, LS Mux, R Camera, SD, CL714 Camera System Audio - Speaker Behind Driver Camera System	1
153	0814831		Not Required, Camera Switcher	1
154	0896458		Pierce Command Zone, Advanced Electronics & Control System, Vel WiFi CZT Color, Antenna - Black Antenna	1

Line	Option	Type	Option Description	Qty
154			Module Housings - See Through Housings with LED Cuircuit Indicators	
155	0896456		Prognostics, Electrical System	1
156	0730603		Electrical System, Velocity ESP, Cummins, Paccar	1
157	0079166		Batteries, (4) Stryten/Exide Grp 31, 950 CCA ea, Threaded Stud	1
158	0008621		Battery System, Single Start, All Custom Chassis	1
159	0123174		Battery Compartment, Imp/Vel	1
160	0813848		Charger, Sngl Sys, IOTA, DLS-75, 75 amp, IQ4 Controller	1
161	0814869		Location, Cab, Charger, Behind Driver Seat	1
162	0813791		Panel, Charger Display, Kussmaul, 091-94-12, Batt Dir	1
163	0814942		Location, Cab, Ind/Remote, Driver's Seat with Bracket	1
164	0811952		Not Required, Indicator/Remote Status	1
165	0016857		Shoreline, 20A 120V, Kussmaul Auto Eject, 091-55-20-120, Super	1
			Qty, - 01	
			Color, Kussmaul Cover - b) red	
			Shoreline Connection - Battery Charger	
166	0026800		Shoreline Location	1
			Location, Shoreline(s) - DS Cab Side	
167	0647728		Alternator, 430 amp, Delco Remy 55SI	1
168	0899967	SP	Relocate Rear Power Module, Above Rear Hitch	1
169	0092582		Load Manager/Sequencer, MUX	1
			Enable/Disable Hi-Idle - e)High Idle enable	
170	0783153		Headlights, Rect LED, JW Spkr Evo 2, AXT/Enf/Imp/Sab/Vel	1
			Color, Headlight Bez - Chrome Bezel	
171	0648425		Light, Directional, Wln 600 Cmb, Cab Crn, Wrp Bzl Out HD Lts, Imp/Vel/AXT/Qtm	1
			Color, Lens, LED's - c)clear	
172	0620054		Light, Directional/Marker, Intermediate, Weldon 9186-8580-29 LED 2lts	1
173	0648074		Lights, Clearance/Marker/ID, Front, P25 LED 7 Lts	1
174	0088869		Lights, Clearance/Marker/ID, Rear, Truck-Lite 26250R LED 7Lts	1
175	0517025		Lights, Tail, Wrap-around, Stop/Tail, Turn & Backup LED, Tri-Cluster	1
176	0085910		Lights, Backup Included in Signal Cluster	1
177	0889577		Bracket, License Plate & Light, P25 LED, Stainless Brkt	1
			Color, Trim - Chrome Housing	
178	0589905		Alarm, Back-up Warning, PRECO 1040	1
179	0687604		Lights, Perimeter Cab, Truck-Lite 6060C LED 4Dr, Grommet Mt	1
180	0617866		Lights, Perimeter Pump House, Truck-Lite 6060C LED 2lts	1
181	0683575		Lights, Perimeter Body, Truck-Lite 6060C LED 2ts, Rear Step	1
			Control, Perimeter Lts - DS Switch Panel and Parking Brake Applied	
182	0896454		Enhanced Software for Perimeter Lts	1
183	0557322		Lights, Step, P25 at Rear Tailboard, PUC, 4lts Perm Lts	1
184	0097930		Housing, Light, Painted Blister	2
			Location, Lights - Both RS and LS side scene lights	
			Qty, - 02	
185	0776357		Light, Visor, Wln, 12V P*H2* Pioneer, Cnt Feature, 1st	1
			Qty, - 01	
			Location, driver's/passenger's/center - Centered	
			Color, Wln Lt Housing - Black Paint	
			Control, Scene Lts - Cab Sw Panel DS and Cab Sw Panel PS	
			Scene Light Optics - Flood/Spot	
186	0774309		Lights, Wln, P*H2* Pioneer, 12 VDC, 1st	1
			Location - DS of the cab, centered over the front wheel and between the roof line and the fixed window.	
			Qty, - 01	
			Color, Wln Lt Housing - Black Paint	
			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS and Cab and Crew Cab Dr Sw, DS	
			Scene Light Optics - combination	
			Mount, Wln II - Semi-recessed 0 deg P**2 - Black PBH203BB	
187	0774308		Lights, Wln, P*H2* Pioneer, 12 VDC, 2nd	1
			Location - PS of the cab, centered over the front wheel and between the roof line and the fixed window.	
			Qty, - 01	
			Color, Wln Lt Housing - Black Paint	

Line	Option	Type	Option Description	Qty
187			Control, Scene Lts - Cab Sw Panel DS, Pump Panel Sw LS and Cab and Crew Cab Dr Sw, PS Scene Light Optics - combination Mount, Wln II - Semi-recessed 0 deg P**2 - Black PBH203BB	
188	0748793		Lights, Wln, S44M** 44" 12VDC, RS Body Location - Centered over the rear wheels Qty, - 01 Control, Light - Mkr Lt Not Connected Color, Wln Lt Housing - Black Paint Control, Scene Lts - DS Scene Lts LED Module Type - 2 Red Warning	1
189	0748795		Lights, Wln, S44M** 44" 12VDC, LS Body Location - Centered over the rear wheels Qty, - 01 Control, Light - Mkr Lt Not Connected Color, Wln Lt Housing - Black Paint Control, Scene Lts - PS Scene Lts LED Module Type - 2 Red Warning	1
190	0645877		Lights, Hose Bed, Sides, Dual LED Light Strips Control, Hose Bed Lts - Cup Switch At Rear	1
191	0645677		Lights, Not Required, Rear Work, Alt. 12 Volt Lights At Rear Body	1
192	0645683		Lights, Rear Scene, Wln, M9LZC LED Qty, - 02 Control, Rear Scene Lts - Cab Switch Panel DS, Pump Panel DS and Cup Switch At Rear SS Location, Scene Lights - Each Side Rear Body, High, 2lts	2
193	0709438		Lights, Walk Surf, FRP Flood, LED	1
194	0518282		177"/189" Aluminum Pumper PUC	1
195	0554271		Body Skirt Height, 20"	1
196	0823516	SP	Tank, Water, 1250 Gallon, Poly, 67 LHB, PUC	1
197	0003405		Overflow, 4.00" Water Tank, Poly	1
198	0028104		Foam Cell Required	1
199	0633066		Sleeve, Through Tank Qty, Sleeve - 1 Water Tank Sleeve - Plumbing/Hydraulic Diameter - 3" Plumbing	1
200	0553725		Restraint, Water Tank, Heavy Duty, Special Type Tank, 4x4, or Export	1
201	0003429		Not Required, Direct Tank Fill	1
202	0003424		Not Required, Dump Valve	1
203	0048710		Not Required, Jet Assist	1
204	0030007		Not Required, Dump Valve Chute	1
205	0514778		Not Required, Switch, Tank Dump Master	1
206	0597043		Body Height, PUC/HDRP Body Height - 92.00"	1
207	0683290		Hose Bed, Aluminum, Pumper, PUC, 67 LHB	1
208	0723340		Unpainted/Brush Finished, Hose Bed, 3G PUC/HDRP	1
209	0003481		Hose Bed Capacity, Special Capacity, Hose Bed - 550' of 5" hose, 400' of 2.5" hose, 450' of 1.75" hose.	1
210	0003488		Divider, Hose Bed, Unpainted Qty, Hose Bed Dividers - 2	2
211	0805760		Cover, Hose Bed, Alum Treadplate	1
212	0807430		Hose Restraint, Hose Bed, Web, Rear, Separate From Top, Split 2-Sec, Seat Belt location - center Color, Strap - Orange Release, Seat Belt Buckle - Two Bars Fastener, Rear Restraint, At Split - Velcro Fastener, Rear Restraint, Bottom - Velcro Straps/Footman Loops	1
213	0010133		Cross-Divider, Hose Bed	1
214	0611509		Running Boards, Flip Out, PUC	1
215	0676723		Tailboard, 16" Deep, Full Width, Angled Corners, PUC/HDRP	1
216	0690029		Wall, Rear, Body Material, PUC/HDRP	1
217	0003531		Tow Bar, Under Tailboard	1
218	0656764		Construction, Compt, Alum, Pumper, PUC	1

Line	Option	Type	Option Description	Qty
219	0515256		LS 214" Rollup, Full Height/Depth Compts, PUC	1
220	0515258		RS 214" Rollup, Full Height/Depth Compts, PUC	1
221	0692733		Doors, Rollup, Gortite, Side Compartments	6
			Qty, Door Accessory - 06	
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
222	0599445		Rear, Rollup, 33.50" F-F, Tailboard, PUC/HDRP	1
223	0692743		Door, Gortite, Rollup, Rear Compartment, PUC	1
			Color, Roll-up Door, Gortite - Satin finish	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
224	0592591		Guard, Drip Pan, Roll-up Door, Mounted Special Height, PUC Std Dpth or 2nd Gen	7
			Qty, Door Accessory - 07	
			Location, Door Accessory - RS1, RS2,RS3, LS1, LS2, LS3, B1	
225	0616670		Lights, Compt, Pierce LED, Dual Light Strips, Each Side of Door, Pumper/Tanker	7
			Qty, - 07	
			Location, Compartment Lights - All Body Compts	
226	0515685		214" Hatch, (2) Lift-up, 21" Wide, Both Sides, PUC	1
			Size, Hatch Compt, Height - 22.00"	
			Trim, Body/Hatch Compt Seam, Horizontal, Pair - Molding	
			Trim, Body/Hatch Compt Seam, Vertical, Pair, PUC - Painted Smooth	
			Weld	
			Matting, Floor, Hatch Compt - Rubber Matting	
227	0733406		Handrails, Hatch Step Area, (1) Curved & (1) Straight	1
228	0687993		Lights, Hatch Compt, LED Strip Light, 214", Both Sides	1
229	0687145		Shelf Tracks, Recessed, PUC/3rd Generation	1
230	0063064		Rub Rail, Aluminum Extruded, Side of Body, 3rd Gen Body	1
231	0653982		Fender Crowns, Rear, Rubber, w/Removable Fender Liner, Pumper, 3G	1
			Material Finish, Fender Liner - Painted Aluminum Lower Body	
232	0519849		Not Required, Hose, Hard Suction	1
233	0527021		Handrails Located @ Front Body	1
234	0664688		Handrails, Rear, PUC/HDRP	1
235	0610196		Handrail, Rear, Above Hose Bed, New York Style/Low Hose Bed	1
			Handrail Finish - Black Rubber Covered	
			Reinforcement, Hose Bed Divider - Tied to Upper Handrail/Crossbar	
236	0657651		Compt, Air Bottle, Double, Fender Panel	4
			Qty, Air Bottle Comp - 4	
			Door Finish, Fender Compt - Polished	
			Location, Fender Compt - Double - LS Fwd, Double - LS Rear, Double - RS Fwd and Double - RS Rear	
			Latch, Air Bottle Compt - Southco C2 Chrome Raised	
			Insert, Air Bottle Compt - Rubber Matting	
237	0004225		Ladder, 24' Duo-Safety 900A 2-Section	1
238	0004230		Ladder, 14' Duo-Safety 775A Roof	1
239	0638382		Ladder Rack in Left Side Body	1
			Door, Material & Finish, Ladder Storage - smooth aluminum	
			Latch, Door Ladder Storage - D-Handle latch	
240	0733387		Ladder, 10' Duo-Safety Folding 585A	1
241	0816920		Pike Pole, Provided by Fire Department, NFPA/ULC 2024	1
			Qty, - 01	
			Pike Pole Make/Model - Fire Hooks Unlimited 10' All Purpose Hook	
242	0733010		Compt, w/Trough, Pike Pole 8' or Longer, In Upper Body, RS	1
			Door, Material & Finish, Storage - Smooth Aluminum	
			Latch, Door, Storage - Southco M1 Push Close, Flush	
			Hinge Location - Outboard	
			Material/Finish, Trough, Pike Poles - Aluminum	
243	0816918		Pike Pole, 6', Provided by Fire Department, NFPA/ULC 2024	1
			Qty, - 01	
			Pike Pole Make/Model - Fire Hooks Unlimited 6' All Purpose Hook	
244	0521734		No Steps Required, Front Of Body, PUC	1
245	0794171		Ladder, Top Access, Alum, Rear, PUC/HDRP, Opposite Ladder Storage	1
			Do Not Move Truck Indicator - DNMT indicator	
246	0515692		31" Control Zone Side Mount	1
247	0520016		Not Required, Pumphouse Structure, PUC	1

Line	Option	Type	Option Description	Qty
248	0814152		Heat Enclosure, Improved Ground Clearance, PUC	1
			Latch, Heat Enclosure Pans - Butterfly Latches	
249	0830175		Heater, Hot Water Heater, Pump House, PUC	1
			Activation, Heater - Battery On	
250	0829911		Heater, Electric, Gauges, Test Ports	1
251	0829914		Seal, Rubber, Pump Panel Openings	1
252	0889385		Pump, Pierce, 1500 GPM, Single Stage, PUC-NG	1
253	0515822		Seal, Mechanical, Silicon Carbide, PUC Pump	1
254	0802234		Gear Case, Integrated Pump Transmission, PUC-NG, Cummins	1
255	0721196		Pumping Mode, Pump and Roll/Stationary, Basic, MUX, PUC	1
256	0515829		Pump Shift, Sure-Shift	1
257	0515833		Transmission Lock-up, Not Req'd, Park to Neutral, Pump, PUC	1
258	0515835		Auxiliary Cooling System, PUC	1
259	0014486		Not Required, Transfer Valve, Single Stage Pump	1
260	0746508		Valve(s), Relief Intake, Trident Air Max, Control Location	1
			Qty - 1	
			Pressure Setting - 125 psig	
			Intake Relief Valve Control - Behind Right Side Pump Panel	
261	0724463		Controller, Pressure, Pierce LCD , PUC	1
			Pressure Governor Throttle Control - Clockwise	
			Pressure Governor Default Mode - No Mode/Default Press Setting	
262	0607957		Primer, Trident, Air Prime, Air Operated, Auto w/Gauge, w/(1) Add'l Prime Vlv	1
			Inlet Extra Primer - Front Inlet	
263	0780359		Manuals, Pump, (2) Total, Electronic Copies, Pierce PUC Pump	1
264	0602496		Plumbing, Stainless Steel and Hose, Single Stage Pump, PUC	1
265	0795135		Plumbing, Stainless Steel, w/Foam System	1
266	0517852		Inlets, 6.00" - 1250-2000 GPM, Pierce PUC Pump	1
267	0014650		Pump Suction Tube(s), Short, All	1
268	0836892		Valve, Ball Intake, TFT, AX Series	1
			Location, Main Inlet Valve - Both	
			Relief Valve, Ball Intake - Standard	
			BIV, TFT, Jumbo, AX Series - 5.0" STORZ RIGID X 6.0" NHF with side handwheel	
269	0004646		Cap, Main Pump Inlet, Long Handle, NST, VLH	1
270	0084610		Valves, Akron 8000 series- All	1
271	0520002		Valve, Inlet(s) Recessed, Side Cntrl, PUC	1
			Qty, Inlets - 1	
272	0004700		Control, Inlet, at Valve	1
273	0004660		Inlet (1), Left Side, 2.50"	1
274	0029147		Not Required, Inlet, Right Side	1
275	0521137		Anode, Zinc, Pair, Pump Inlets, PUC	1
276	0897257		Inlet, 4" to 6" Front, 5" Plumbing, w/Bleeder Valve, Top of Bumper	1
			Inlet, Size - Six	
			Drain, Suction - T Swing Handle	
			Inlet, Front, Valve - Jamesbury 5.00"	
			Inlet, Front, Plumbing - Stainless Steel	
277	0014823		Control, Front Inlet, Electric, w/Indicator Lights	1
278	0755136		Valve, Relief Intake, Front Inlet, Elkhart	1
			Pressure Setting - 125 psig	
279	0732444		Swivel, Front Inlet, 4.00" to 6.00", w/Drain	1
			Inlet, Size - 6.00" inlet	
			Inlet Bleeder - Quarter-Turn Style Bleeder	
			Finish, Front Inlet Elbow/Adapter - Chrome	
280	0004788		Cap, Front Inlet, Long Handle, VLH	1
281	0092569		No Rear Inlet (Large Dia) Requested	1
282	0064116		No Rear Inlet Actuation Required	1
283	0092696		Not Required, Cap, Rear Inlet	1
284	0009648		No Rear Intake Relief Valve Required on Rear Inlet	1
285	0092568		No Rear Auxiliary Inlet Requested	1
286	0723049		Valve, .75" Bleeder, Aux. Side Inlet, "T" Swing Handle	1
287	0837516		Tank to Pump, (1) 3.00" Valve, 4.00" Plumbing, Akron Elec 9343 Controller, PUC	1
288	0601687		Outlet, Tank Fill, 2", PUC	1

Line	Option	Type	Option Description	Qty
289	0837421		Control, Outlets, Swing Handle, Elec Right Outlets Akron 9345 w/Press Disp, PUC	1
290	0516755		Outlet, Left Side, 2.50" (2), PUC	1
291	0539271		Elbow, Left Side Outlets, 30 Degree, 2.50"FNST x 2.50" MNST, VLH, PUC	1
292	0092570		Not Required, Outlets, Left Side Additional	1
293	0035094		Not Required, Elbow, Left Side Outlets, Additional	1
294	0837372		Outlet, Right Side, 2.50", (1), Electric Akron 9345 Controller, PUC	1
			Qty, Discharges - 01	
295	0021134		Not Required, Elbow, Right Side Outlets, 2.50"	1
296	0092571		Not Required, Outlets, Right Side Additional	1
297	0089584		Not Required, Elbow, Right Side Outlets, Additional	1
298	0818640		Outlet, Large Diameter, Right Side, Akron Valve, PUC	1
			Outlet, Large Diameter, Plumbing - 4.00"	
			Outlet, Large Diameter, NST Adapter - 4.00" MNST	
			Outlet, Large Diameter, Valve Actuation - PUC Akron 9345 w/PSI	
299	0892819	SP	Elbow, Large Dia Outlet, 30 Deg, 4" FNST x 5" Storz w/5" Storz x 2.50" MNST	1
300	0649939		Outlet, Front, 1.50" w/2" Plumbing	1
			Fitting, Outlet - 1.50" NST with 90 degree swivel	
			Drain, Front Outlet - Automatic	
			Location, Front, Single - in center bumper tray	
301	0516777		Outlet, Rear, 2.50", (1), Thru Tank, PUC	1
			Qty, Discharges - 01	
			Location, Outlet - b) left side	
302	0045091		Elbow, Rear Outlets, 45 Degree, 2.50" FNST x 2.50" MNST, VLH	1
303	0537394		Not Required, Outlet, Rear, Additional, PUC	1
304	0537395		Not Required, Elbow, Rear Outlets, Additional	1
305	0752097		Caps/Plugs for 1.00" to 3.00" Discharges/Inlets, Chain	1
306	0723042		Valve, 0.75" Bleeder, Discharges, "T" Swing Handle	1
307	0005080		Reducer, 2.50" FNST x 1.50" MNST, w/Cap	1
			Qty, Adapter for Outlets - 01	
			Location, Adapter(s) - RS 2.5" discharge	
308	0516860		Outlet, 3.00" Deluge w/2.50" Valve, PUC	1
309	0563671		Monitor, Akron 3431 Hi-Riser- No Ground Base	1
			Monitor Finish - Painted to Match Upper Body	
310	0046968		Nozzle, Akron 2499, Quad Stacked Tips and 3488 Shaper	1
311	0005070		Deluge Mount, NPT	1
312	0832286		Crosslay Module, Full Width, Roll Up Doors, PUC TM	1
313	0749510		Doors, Crosslay, Roll-up Gortite, Each End, Full Height, PUC	1
			Color, Roll-up Door, Gortite - Painted to Match Lower Body	
			Latch, Roll-up Door, Gortite - Non-Locking Liftbar	
			Drip Pan - Drip Pan Not Required	
314	0747660		Lights, Crosslay Compt, Forward LED, 2Lts	1
315	0750916		Two 1.50" Crosslays	1
			Crosslay/Deadlay/Speedlay Capacity 1 - 200' of 1.75" double jacket hose	
316	0750900		One 2.50" Crosslay	1
			Crosslay/Deadlay/Speedlay Capacity 1 - 200' of 2.50" double jacket hose	
317	0836583		Husky 3 Single Agent	1
			Discharge, Foam Locations - Crosslay Lower Rear and Crosslay Lower Front	
318	0012126		Not Required, CAF Compressor	1
319	0592527		Refill, Foam Tank, Integral, Husky 3	1
320	0031896		Demonstration, Foam System, Dealer Provided	1
321	0535798		Foam Cell, 20 Gallon, Reduce Water, PUC	1
			Type of Foam - Class "A"	
322	0697589		Drain, 1.00", Foam Tank #1, Husky 3 Foam System, Quarter Turn	1
323	0091079		Not Required, Foam Tank #2	1
324	0091112		Not Required, Foam Tank #2 Drain	1
325	0746447		Approval Dwg, All Pump Panel(s), Includes Color And Label Tags	1
			Num Of Truck(s) or Sim Unit, ALL Pump Pnl, Dwg - 01	
326	0032479		Pump Panel Configuration, Control Zone	1
327	0831515		Material/Finish, Pump Panels, PUC	1
			Material/Finish, Pump Panels, Operator Panels, PUC - Brushed Stainless Steel	

Line	Option	Type	Option Description	Qty
327			Material/Finish, Pump Panels, Side Panels, PUC - Brushed Stainless Steel	
328	0516978		Pump and Plumbing Access, Simple Tilt Service, PUC	1
329	0618458		Light, Pump Compt, WIn 3SC0CDCR LED White, PUC Qty, - 01	1
330	0516983		Gauges, Engine, Included With Pressure Controller, PUC	1
331	0005601		Throttle, Engine, Incl'd w/Press Controller	1
332	0739224		Indicator Light @ Pump Panel, Throttle Ready, Incl w/Pressure Gov/Throttle,Green	1
333	0549333		Indicators, Engine, Included with Pressure Controller	1
334	0511078		Gauges, 4.00" Master, Class 1, 30"-0-600psi	1
335	0511100		Gauge, 2.00" Pressure, Class 1, 30"-0-400psi	1
336	0536428		Gauge, Water Level, Pierce, In pressure Controller	1
337	0062992		Gauge, Foam Level, (1) Tank, Class 1, GAAAR 5lt	1
338	0653081		Light, Pump Operator & Panel, Side Ctrl, PUC, 60354C LED Cab & LED OH Chr Cvr	1
339	0606694		Air Horns, (2) Hadley, 6" Round, eTone, In Bumper	1
340	0606835		Location, Air Horns, Bumper, Each Side, Outside Frame, Outboard (Pos #1 & #7)	1
341	0757092		Control, Air Horn, Multi Select	1
342	0757078		Control, Air Horn, Push Button Sw, RS	1
343	0757084		Control, Air Horn, Horn Ring	1
344	0525667		Siren, WIn 295SLSA1, 100 or 200 Watt	1
345	0510206		Location, Elect Siren, Recessed Overhead In Console Location, Elec Siren - Overhead, DS Center Sw Pnl	1
346	0076156		Control, Elec Siren, Head Only	1
347	0601306		Speaker, (1) WIn, SA315P, w/Pierce Polished Stainless Steel Grille, 100 watt Connection, Speaker - siren head	1
348	0601565		Location, Speaker, Frt Bumper, Recessed, Center (Pos 4)	1
349	0895310		Siren, Federal Q2B Finish, Q2B Siren - Chrome	1
350	0020914		Siren, Mechanical, Recessed In Bumper, Special Recessing Depth Location, Siren, Mech - a) Left	1
351	0748305		Control, Mech Siren, Multi Select	1
352	0731979		Control Mech Siren, Push Button Sw, Chrome, RS	1
353	0895056		Control Mech Siren, Ft Sw LS, Interlock Control, Interlocks - Prk Brk Released	1
354	0897454		Sw, Siren Brake, Mom Rocker/Membrane, Red Outline, LS Overhead Sw Pnl, Mux	1
355	0897453		Sw, Siren Brake, Mom Rocker/Membrane, Red Outline, RS Overhead Sw Pnl, Mux	1
356	0746353		Not Required, Warning Lights Intensity	1
357	0822621	SP	Lightbar, WIn, Freedom IV, 81", RRRRRRWRROptRRWRRRRRR Opticom Priority - b) High Opticom Activation - E-Master Momentary Opticom Activation - DS & PS Switch Filter, Whl Freedom Ltbrs - No Filters	1
358	0898734		Light, Front Zone, WIn M6** M6** M6** M6** Q Bzl Color, Lens, LED's - Clear Color, Lt DS Frnt Outside - Left Red Color, Lt PS Frnt Outside - Right Red Color, Lt DS Front Inside - Left Red Color, Lt PS Front Inside - Right Red Color, Q Bezel and Trim - Polished Chrome	1
359	0653937		Flasher, Headlight Alternating Headlt flash deactivation - a)w/high beam	1
360	0793476		Lights, Side Zone Lower, WIn M6** LED, PUC, 2pr Location, Lights Front Side - b)each side bumper Color, Lens, LED's - Clear Color, Lt Side Front - Red Color, Lt Side Rear - Red Location, Lights Rear Side - Over Rear Wheels	1
361	0836565		Lights, Rear Zn Lwr, WIn M6*, 2Lts Color, Lens, LED's - Clear Color, Lt DS Rear - Left Red Color, Lt PS Rear - Right Red Color, Trim - Chrome Trim	1

Line	Option	Type	Option Description	Qty
362	0743720		Lights, Rear/Side Up Zone, WIn M6** LED 4lts Color, Lens, LED's - Clear Color, Lt, Side Rear Upper DS - Red Color, Lt, Side Rear Upper PS - Red Color, Lt, Rear Upper DS - Red Color, Lt, Rear Upper PS - Red Color, Trim - Chrome Trim	1
363	0006551		Not Required, Lights, Rear Upper Zone Blocking	1
364	0590000		No Hose Bed Warn Lts Brkts Required, Lts On Hatch/Body Compts,PUC	1
365	0791528		Light, Traffic Directing, WIn TAL65, 36.00" Long, TACTL5 Activation, Traffic Dir L - Not Connected	1
366	0551728		Location, TDL, Recessed with S/S Trim	1
367	0530282		Location, Traf Dir Lt Controller, Overhead Switch Panel DS Right End	1
368	0519934		Not Required, Brand, Hydraulic Tool System	1
369	0649753		Not Required, PTO Driven Hydraulic Tool System	1
370	0007150		Bag of Nuts and Bolts Qty, Bag Nuts and Bolts - 1	1
371	0816508		NFPA Required Loose Equipment, Pumper, NFPA/ULC 2024, Provided by Fire Dept	1
372	0816941		Soft Suction Hose, Provided by Fire Department, NFPA/ULC 2024	1
373	0027023		No Strainer Required	1
374	0816939		Extinguisher, Dry Chemical, NFPA 2024, Provided by Fire Department	1
375	0816937		Extinguisher, 2.5 Gal. Pressurized Water, NFPA/ULC 2024, Provided by Fire Dept	1
376	0816998		Axe, Flathead, Provided by Fire Department	1
377	0817000		Axe, Pickhead, Provided by Fire Department	1
378	0741569		Paint Process / Environmental Requirements, Appleton	1
379	0709846		Two-Tone Custom Cab Paint Color, Upper Area, Predefined - #101 Black Shield, Cab - Standard Shield Paint Color, Lower Area, Predefined - #90 Red Paint Break, Cab - Standard Two-Tone Cab Break	1
380	0709845		Single Color Body Paint Paint, Body - Match Lower Cab	1
381	0646901		Paint Chassis Frame Assy, With Liner, E-Coat, Standard Paint Color, Frame Assembly, Predefined - Standard Black	1
382	0693798		Paint, Front Wheels Paint, Wheels - Black #101	1
383	0693793		Paint, Rear Wheels, Single Axle Paint, Wheels - Black #101	1
384	0733739		Paint, Axle Hubs Paint, Axle Hub - Black #101	1
385	0007230		Compartment, Painted, Spatter Gray	1
386	0544129		Reflective Band, 1"-6"-1" Color, Reflect Band - A - e) black Color, Reflect Band - B - p) black Color, Reflect Band - C - za) black	1
387	0510041		Reflective across Cab Face, Imp/Vel	1
388	0593732		Stripe, Chevron, Rear, Diamond Grade, Pumper, PUC Color, Rear Chevron DG - fluorescent yellow green	1
389	0027341		Jog, In Reflective Stripe, Single or Multiple Qty, - 1	1
390	0065687		Stripe, Reflective, Cab Doors Interior Color, Reflective - a) white	1
391	0027372		Lettering Specifications, (GOLD STAR Process)	1
392	0685681		Lettering, Printed Effect Gold Leaf, 4.00", (21-40) Outline, Lettering - Outline and Shade	1
393	0685591		Lettering, Printed Effect Gold Leaf, 4.00", (1-20) Outline, Lettering - Outline and Shade	1
394	0685567		Lettering, Printed Effect Gold Leaf, 2.00", (1-20) Outline, Lettering - Outline and Shade	1
395	0685536		Lettering, Printed Effect Gold Leaf, 10.00", Each Qty, Lettering - 08 Outline, Lettering - Outline and Shade	8

Line	Option	Type	Option Description	Qty
396	0685553		Lettering, Printed Effect Gold Leaf, 6.00", (1-20) Outline, Lettering - Outline and Shade	1
397	0772003		Manual, Fire Apparatus Parts, USB Flash Drive, Custom Qty, - 01	1
398	0772037		Manual, Chassis Service, USB Flash Drive, Custom Qty, - 01	1
399	0773381		Manual, Chassis Operation, (1) USB Flash Drive, Custom, English	1
400	0030008		Warranty, Basic, 1 Year, Apparatus, WA0008	1
401	0611136		Warranty, Chassis, 3 Year, Velocity/Impel, WA0284	1
402	0696698		Warranty, Engine, Cummins, 5 Year, WA0181	1
403	0684953		Warranty, Steering Gear, Sheppard M110, 3 Year WA0201	1
404	0595767		Warranty, Frame, 50 Year, Velocity/Impel, WA0038	1
405	0595698		Warranty, Axle, 3 Year, TAK-4, WA0050	1
406	0733306		Warranty, Single Axle, 5 Year, Meritor, General Service, WA0384	1
407	0652758		Warranty, ABS Brake System, 3 Year, Meritor Wabco, WA0232	1
408	0019914		Warranty, Structure, 10 Year, Custom Cab, WA0012	1
409	0744240		Warranty, Paint, 10 Year, Cab, Pro-Rate, WA0055	1
410	0524627		Warranty, Electronics, 5 Year, MUX, WA0014	1
411	0695416		Warranty, Pierce Camera System, WA0188	1
412	0647720		Warranty, Pierce LED Strip Lights, WA0203	1
413	0046369		Warranty, 5-year EVS Transmission, Standard Custom, WA0187	1
414	0685945		Warranty, Transmission Cooler, WA0216	1
415	0688798		Warranty, Water Tank, Lifetime, UPF, Poly Tank, WA0195	1
416	0596025		Warranty, Structure, 10 Year, Body, WA0009	1
417	0693127		Warranty, Gortite, Roll-up Door, 6 Year, WA0190	1
418	0889364		Warranty, Pump, Pierce, PUC-NG, 7 Year Parts, 1 Year Labor, WA0390	1
419	0648675		Warranty, 10 Year S/S Pumbing, WA0035	1
420	0657990		Warranty, Foam System, Husky 3, WA0231	1
421	0595820		Warranty, Paint, 10 Year, Body, Pro-Rate, WA0057	1
422	0595421		Warranty, Goldstar, 3 Year, Apparatus, WA0018	1
423	0819254		Certification, Vehicle Stability, CD0196	1
424	0808580		Certification, Engine Installation, Imp/Vel, Cummins X10, 2027	1
425	0686786		Certification, Power Steering, CD0098	1
426	0892701		Certification, Cab Integrity, Impel/Veloccity FR, CD0190	1
427	0548950		Certification, Cab Door Durability, Velocity/Impel, CD0001	1
428	0548967		Certification, Windshield Wiper Durability, Impel/Veloccity, CD0005	1
429	0667411		Certification, Electric Window Durability, Velocity/Impel FR, CD0004	1
430	0549273		Certification, Seat Belt Anchors and Mounting, Imp/Vel/Vel SLT, CD0018	1
431	0735950		Certification, Cab HVAC System Perf, Vel/Imp FR, CD0166/CD0168/CD0176/CD0177	1
432	0545073		Amp Draw Report, NFPA Current Edition	1
433	0002758		Amp Draw, NFPA/ULC Radio Allowance	1
434	0799248		Appleton/Florida BTO	1
435	0000048		PUMPER/TANKER, 3rd Gen	1
436	0000012		PIERCE CHASSIS	1
437	0004713		ENGINE, OTHER	1
438	0046395		EVS 3000 Series TRANSMISSION	1
439	0520324		PIERCE PUMP, PUC	1
440	0020009		POLY TANK	1
441	0028048		FOAM SYSTEM	1
442	0020006		SIDE CONTROL	1
443	0020007		AKRON VALVES	1
444	0020014		FRONT SUCTION	1
445	0020015		ABS SYSTEM	1
446	0658751		PUMPER BASE	1

# RELIANT FIRE APPARATUS, INC.

P.O. BOX 470 • SLINGER, WISCONSIN 53086 • PHONE (262) 297-5020



November 20, 2025

Holmen Area Fire Department  
Chief Ryan Ostreng  
710 South Main Street  
Holmen, WI 54636

Proposal Detail: Reliant Fire Apparatus Proposal #808 dated November 20, 2025 for one Pierce Velocity PUC Pumper.

Dear Chief Ostreng,

Thank you for the opportunity to present this Proposal Detail to the Holmen Area Fire Department. Attached you will find the completed proposal for the apparatus to be furnished. The pricing information for the Proposal Detail is as follows:

**Pricing Summary:**

Base Unit Price Prior to Payment Discount Options Detailed Below: \$1,183,605.00

**Other Payment Option:**

Custom prepayment options are available on any funds prepaid prior to their due dates. Should the opportunity exist to have prepayment amounts or intervals, please provide and a custom prepayment option quote can be calculated for your review.

**100% Performance Bond:**

Should you elect to have Performance Bond provided one will be calculated and will need to be added to the above pricing detail.

**Terms and Conditions:**

Pricing Validity – Proposal pricing is valid for 30 calendar days.

Delivery – Unit to be completed and prepared for final inspection within approximately 47.5-50.5 months from receipt and acceptance of contract or purchase order. Delivery lead time is based on current lead time at time of proposal. Lead time will be determined at time of contract/purchase order award.

**Product Specification and Availability:**

The product quoted is specified according to the fire departments requirements communicated. Reliant offers a range of alternative options for this product, which are subject to variations in both lead time and complexity. These alternatives include but are not limited to 1. Instantly Available Stock Unit Programs: Products available for the shortest lead times. 2. Dealer Allocated Stock (DAS) and Build My Pierce (BMP) Build Slots: Products with intermediate lead times. 3. Complex Build-to-Order Configurations: Products with the longest lead times and highest complexity. The final decision on the specific build configuration and associated lead time rests solely with the Fire Department.

**Basis of Quoted Pricing:**

The price quoted is based strictly on the current component pricing, EPA compliance pricing, and NFPA standards compliance pricing effective at the date of this quotation letter. This quoted price is unique to this transaction and shall not be compared to any previous price levels, historical purchase records, or pricing data from prior transactions or factors of similar nature. Such historical data is considered irrelevant for comparative purposes, as changes in material costs, regulatory mandates (EPA and NFPA), supply chain dynamics, and component technology render past pricing factors non-analogous to the current basis of calculation. The quoted price reflects the cost to fulfill the order under the prevailing economic and regulatory conditions at the time of quotation.

Taxes – Any State, Federal, or local taxes are not included. If subject to taxes the amount will be added to the final invoice amount. For a tax-exempt purchase, the purchasing entity tax exempt form is required.

Freight – Delivery shall be F.O.B. Holmen Area Fire Department, 710 South Main Street, Holmen WI, 54636.

Payment Form – Payment to be made in the form of cash or check.

**Payment Terms:**

**Base Option:**

Payment due in full to Reliant Fire Apparatus, Inc. N10 days prior to final inspection at the Pierce Manufacturing, Inc. build location.

**100% Prepayment Option:**

Payment due in full at time of receipt and acceptance of contract or purchase order.

Said apparatus and equipment are to be built and shipped in accordance with the proposal hereto attached. Delays due to strikes, war, conflicts, pandemics, supply chain issues, or other causes beyond our control, could alter the delivery schedule.

The proposal herein contained shall form part of the final contract and are subject to changes as desired by the purchaser, provided such changes are acknowledged and agreed to in writing by the purchaser.

This proposal for fire apparatus conforms with all National Fire Protection Association (NFPA) Guidelines for Automotive Fire Apparatus as published at the time of proposal, except for any items deemed to be “non-compliant” by the purchaser. All “non-compliant” items are detailed on the NFPA Statement of Exceptions included with the proposal.

We thank you for the opportunity to submit Reliant Fire Apparatus proposal #808 to you. Should you have any questions or require any additional information, please do not hesitate contacting me directly, or contacting Reliant Fire Apparatus directly at (262) 297-5020.

Respectfully,

*Eric Fibkar*

Eric Fibkar  
RELIANT FIRE APPARATUS, INC.  
319-939-1905  
Ericf@reliantfire.com



# Pierce Financing Options



Eric Fibikar

**Pierce**  
**Velocity Pumper**



**Holmen**  
**Fire Department**



# Lease Purchase with Prepayment Discounts



Budgetary Numbers:		Date	7 Year Lease Purchase	10 Year Lease Purchase	12 Year Lease Purchase
Pierce Apparatus:	(1) Velocity PUC Pumper	January 2026	Order/Lease Start	Order/Lease Start	Order/Lease Start
Estimated Delivery:	Per Contract	January 2027	\$172,564.79	\$129,998.81	\$113,155.68
Cost:	\$1,183,605.00	January 2028	\$172,564.79	\$129,998.81	\$113,155.68
Estimated Prepayment Discount:	<b>\$160,000.00</b>	January 2029	\$172,564.79	\$129,998.81	\$113,155.68
Amount Financed:	\$1,023,605.00	January 2030	\$172,564.79	\$129,998.81	\$113,155.68
		January 2031	\$172,564.79	\$129,998.81	\$113,155.68
		January 2032	\$172,564.79	\$129,998.81	\$113,155.68
		January 2033	\$172,564.79	\$129,998.81	\$113,155.68
		January 2034		\$129,998.81	\$113,155.68
		January 2035		\$129,998.81	\$113,155.68
		January 2036		\$129,998.81	\$113,155.68
		January 2037			\$113,155.68
		January 2038			\$113,155.68
		Rates	4.32%	4.60%	4.64%
		<b>Effective Rates</b>	<b>0.51%</b>	<b>1.74%</b>	<b>2.18%</b>

\* *Effective rate* is the rate based on the price of the apparatus excluding prepayment discounts. It's what the rate needs to fall to at the time of delivery to obtain the lease payment available today with the 100% prepayment discount.

\* Rates as of November 20, 2025 and are fixed at closing.

# What is a Municipal Lease



## What Is a Municipal Lease?

A municipal lease is similar to an installment sales contract or loan. The distinguishing features of a municipal lease are “tax-exempt interest” and a “non-appropriation clause.” In a municipal lease, the Lessee (Fire Department) owns the asset subject to the Lessor’s (PNC Bank) security interest and has lien-free ownership at the end of the term after completing all payments.



## Tax-Exempt Interest

The interest income on a municipal lease is exempt from federal tax. The Lessor passes these tax savings to the Lessee in the form of a lower interest rate. The current federal corporate tax rate is 21%, which means a municipality can borrow at an interest rate that is 79% of the rate issued to a commercial entity.



## Non-Appropriation Clause

A non-appropriation clause enables the Lessee to terminate the lease agreement at the end of the current appropriation period without further obligation or penalty. This may be done only in cases where the Lessee was unable to obtain funding for future payment obligations under the lease. The non-appropriation clause enables the Lessee to account for the lease obligation as a current expense instead of debt. In the vast majority of states, a municipal lease can be approved without a time-consuming and expensive voter referendum since it is not accounted for as debt. Please note that a non-appropriation clause is not available for volunteer fire departments.

# Benefits of a Municipal Lease

## **Conserve Cash**

With leasing, a department only has to come up with a fraction of the cost of the apparatus versus the entire amount and can spread the entire capital cost gradually over time. Leases do not require down payments and tend to have faster processing times and lower legal and administrative expenses than bonds or grants.

## **Lower Cost with Prepay Discounts**

In a lease, PNC Bank prepays the order and becomes eligible for Pierce's prepay discount program, which reduces the cost of the apparatus, lowers annual payments thus conserving even more cash. A lease with prepay discounts is generally more cost effective than a bond or grant financing that does not feature prepay discounts.

## **Defer Payments to Future Budget Years**

Payments in a lease begin one year from the time of the apparatus order allowing a department to purchase at today's cost and interest rates. The interest rate and payments are fixed at the time of order which simplifies the budgeting process. A department needs the money in next year's budget to purchase the apparatus today. In certain situations, payments can be deferred even longer.

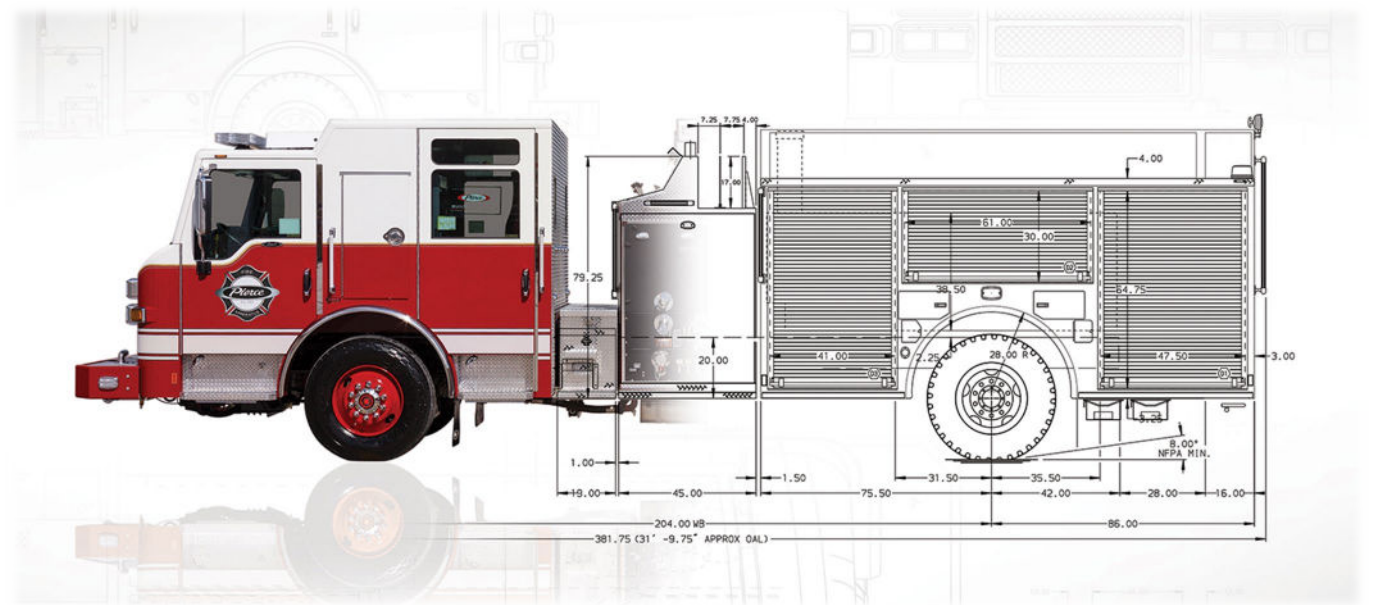
## **Maintain Fleet Replacement Plans**

Fire apparatus(s) are often the most valuable assets in public safety and a lease plan enables a department to adhere to its fleet replacement plans in any economic environment through line-item budgeting of the apparatus investment. Older apparatus with escalating maintenance costs and depreciating resale values can be replaced with newer apparatus with lower maintenance and warranties. Maintaining fleet replacement plans is critical to matching the new technology and infrastructure demands of communities today. The new apparatus offers the latest advancements in both safety and operational efficiencies benefiting communities and their first responders.

# All kinds of plans for all kinds of departments

- 🔥 The same logic behind our custom chassis applies to our financial services: Tailor the product to the department, not the other way around.
- 🔥 Through the Pierce Financial Solutions program, PNC Bank provides the industry's most extensive line of lease plans for fleet replacement. With industry-leading tax-exempt rates, zero documentation fees, flexible payment plans and quick approvals that can bypass voter referendums, we make it easy to get behind the wheel of your new Pierce.
- 🔥 Pierce and PNC Bank partner to provide a tax-exempt municipal leasing program that has financed > \$1.5 Billion in Pierce Apparatus!

## Customized Financing



**For a One-of-a-Kind Customized Apparatus.**

# The Pierce Program Advantage



- 🔥 Financing from PNC Bank (4th largest bank-owned leasing company in U.S.)
- 🔥 Flexible payment structures to meet your budget requirements
- 🔥 Deferred payment option to simplify budgeting
- 🔥 Industry's most extensive lines of lease plans for fleet replacement
- 🔥 Prepay program to lower payments and eliminate interest rate risk
- 🔥 100% Financing with no documentation fees
- 🔥 Highly Competitive tax-exempt interest rates
- 🔥 Dedicated Account Executive to assist you through the entire financing process



# Finance Program Options

## Lease Purchase Plan

With a lease purchase plan, you can purchase the apparatus gradually over time. This allows you to use available capital for operations or other needs. At the end of the lease, you can purchase the apparatus for just \$1. Terms for this plan range from 2 to 15 years (10 years for apparatus with commercial chassis).



**Choose a lease purchase if:**

**You prefer ownership of the apparatus and need to spread capital costs over time.**

## Turn-In Lease Plan

The turn-in lease plan contains a “balloon payment” for the estimated resale value of the apparatus at the end of the lease. A department has two options at lease term:

1. Purchase the apparatus by paying off or refinancing the “balloon payment.”
2. Return the apparatus to Pierce and lease a new Pierce apparatus (Pierce pays off the balloon payment).

*Terms for this plan range from 2 to 10 years of use. This lease contains mileage and apparatus condition provisions, with 10,000 and 15,000 annual mileage options available.*

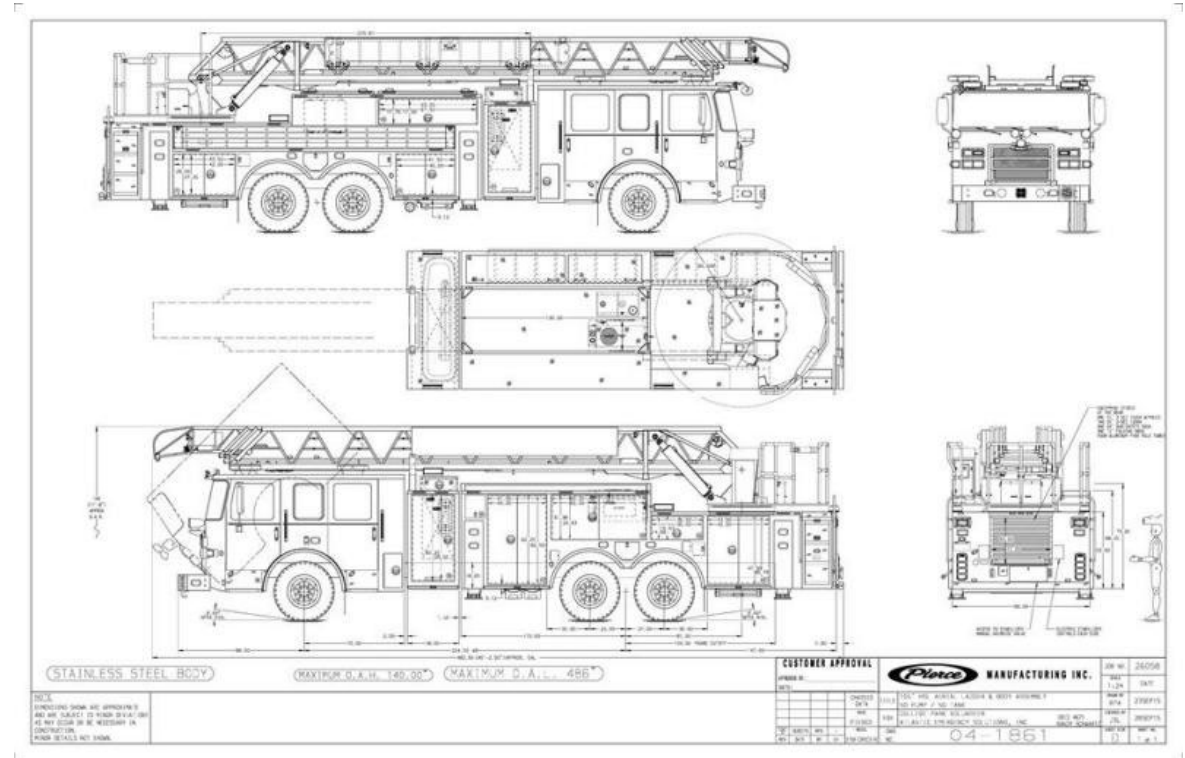


**Choose a turn-in lease if:**

**You want to pay for the use of the apparatus over the lease term and need a flexible, cost-effective fleet management program.**

# Lease Start Options

- 🔥 Holmen Fire can start the financing at any time from the date of order to the date of delivery
- 🔥 Holmen Fire will receive all remaining Pierce prepay discounts from the financing start date to the date of delivery.



# Making Lease Payments Prior To Delivery

**Lease payments made prior to delivery have two layers of protection:**

## **1. Pierce Performance Bond**

*Ensures that the customer will receive the apparatus in accordance with the terms of the contract agreement. Guarantees one year warranty will be performed.*

## **2. PNC “Four Party Agreement” in lease contract**

*If Pierce fails to deliver Equipment, then Pierce shall pay to Lessee the Lessee’s payments and the amount owed to PNC (the lease is refunded).*





# Program Contacts



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Kim Simon  
Vice President – Account Executive  
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# Memo



**To:** Fire Board

**From:** Ryan Ostreng

**cc:**

**Date:** December 13, 2025

**Re:** Approval of Fire Captain of Training Job Description (Promotional Position)

---

## **RECOMMENDATION:**

Approve the attached draft Fire Captain of Training job description as presented.

## **BACKGROUND:**

The Fire Department has identified the need to formally designate a Fire Captain of Training position to strengthen training oversight, instructional quality, compliance with applicable standards, and improve record keeping of completed training and certification. This position is a promotional opportunity within the department.

The proposed job description is based on the department's current Fire Captain job description and has been modified to include additional training-related knowledge, skills, and abilities consistent with the responsibilities of a training-focused captain. Core captain duties and rank expectations remain relatively unchanged.

## **DISCUSSION:**

Pursuant to Holmen Fire Commission Rules, § 400(2), and in consensus with League of Wisconsin Municipalities guidance for Police and Fire Commissions; it is the responsibility of the Board to establish and approve job descriptions and position requirements. Board approval is required before the Fire Commission can move forward with establishing a promotional process.

## **FISCAL IMPACT:**

There is no fiscal impact associated with approval of the job description. Compensation impacts have already been incorporated into the adopted budget for the 2026 fiscal year.

## **ACTION REQUESTED:**

Following discussion, the HAFD Board of Directors support is requested through motion to approve the Fire Captain of Training job description as presented.

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

# **HOLMEN AREA FIRE DEPARTMENT JOB DESCRIPTION FIRE CAPTAIN – TRAINING OFFICER**

## **REPORTS TO:**

Fire Chief

## **NATURE OF WORK:**

This job description is intended as an illustration of the various types of work performed at this rank. The absence of specific statements of duties does not exclude those tasks from the position if the work is similar, related, a logical assignment of the position, or of an imminent nature.

## **PURPOSE OF POSITION:**

The Fire Captain is a senior-level company officer responsible for overseeing assigned company and station activities; and commanding one or more companies at emergency incidents. This role provides indirect supervision to Lieutenants and direct supervision and leadership to Engineers, and Firefighters; leads and participates in training; evaluates personnel; assigns duties; maintains discipline; and manages reports, records, and station operations. The Fire Captain also assists in developing and monitoring department policies and may perform specialized administrative management duties in support of Administration, Operations, Training, Fire Prevention, or Support Services.

This specific position is designated as the department Training Officer to support all department training and associated administrative functions consistent with NFPA, state, and federal standards, and ensures personnel meet certification and competency requirements. This position is classified as non-exempt initially working an assigned 48/96 suppression shift schedule that averages 56 hours per week. However, this position is designated be removed from an assigned suppression shift at such time determined by the Fire Chief with approval of the Holmen Area Fire Department Board of Directors. This position will be eligible to work a 56-hour flexible schedule per Holmen Area Fire Department policy.

## **ESSENTIAL FUNCTIONS:**

- 1) Implements department goals and objectives. Establishes work priorities, work schedules and coordinates work to be accomplished by assigned company and station.
- 2) Responds as a member of an engine, quint, rescue, or specialty unit as assigned.
- 3) Acts as Command Officer at fire, medical, hazardous materials' incidents, disasters and other emergencies until properly relieved.

- 4) Investigate all fire causes and losses at fire scenes determining point of origin and preliminary fire cause and refers suspected criminal activity to law enforcement.
- 5) Responsible for emergency calls, records, reports, scheduling and injury reports.
- 6) Plans and participates in daily training exercises and classroom lectures for assigned company and station.
- 7) Perform fire inspections when assigned, supervises company inspections, assigns work projects, and approves completed work.
- 8) Conducts demonstrations, tours, public speeches on fire safety, fire prevention, CPR, fire extinguishers, and first aid and other subjects to the public.
- 9) Responds to employee complaints; complaints from the public, information and guidance requests from the public.
- 10) Maintains discipline and ensures that personnel follow department policies, guidelines, rules and regulations.
- 11) Responsible for cleanliness of station and maintenance of apparatus, tools, equipment, and all other fire department property.
- 12) Supervises the preparation of, payroll records, inventory supplies, and purchase order requests.
- 13) Researches and prepares reports, special projects, Standard Operating Guidelines and Procedures and record keeping as required.
- 14) Makes recommendations for discipline and promotions.
- 15) Develops, delivers, schedules, and evaluates training programs.
- 16) Creates lesson plans, guidelines, training materials, and records.
- 17) Ensures compliance with NFPA 1041, state certification requirements, EMS and specialty training standards.
- 18) Supports CPR, EMT, communicable disease, and specialty rescue training programs.
- 19) Coordinates training with regional and mutual aid partners.
- 20) Assists with post-incident analysis and identifies training needs.
- 21) Makes recommendations on training budget and program development.

## **PHYSICAL DEMANDS OF POSITION:**

These physical demands are representative of demands that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable persons with disabilities to perform essential functions.

- 1) Standing, walking and sitting.
- 2) Stooping, kneeling, crouching and crawling.
- 3) Running, grappling, climbing, balancing and bending/twisting.
- 4) Reaching, feeling, talking and hearing.
- 5) Lifting, carrying, pushing/pulling: 100 lbs. or more.
- 6) Handling, grasping and fingering: fire hose, ladders, performing cardio pulmonary resuscitation (CPR), utilizing patient lifting devices, etc.

## **PHYSICAL ABILITY:**

The Fire Captain position is that of a front-line supervisor with administrative duties as assigned. Therefore, the Captain must possess knowledge of these physical abilities.

- 1) Stamina - vent a roof, pull charged hose line: strip roof with tools; climb stairs with equipment; carry hose up multiple flights.
- 2) Extent Flexibility - Roll/pull hose; remove ceiling with poles; push ladder to roof peak; reach out from ladder; chop with axe; extricate victim; overhaul burned building; remove building parts.
- 3) Dynamic Flexibility - Chop with axe; pick up hose; advance hose; strip roof; perform CPR chest compression.
- 4) Static Strength - Carry hose; lift/carry victim/patient; move charged hose; lift ladder; move generator.
- 5) Explosive Strength - Force entry with axe battering ram; raise ladder; run up stairs with equipment; breach walls; pull advance hose; chop with axe to vent roof.
- 6) Dynamic Strength - Climb ladders/stairs in full turn with equipment; climb aerial ladder.
- 7) Trunk Strength - Pull charged hose; perform CPR; pick up equipment at fire; hold hose on fire target; lift victim. Speed Limb Movement - Dodge debris; chop with axe; don self-

contained breathing apparatus (SCBA); pump manual hand pump extinguisher; exit burning building; operate aerial apparatus; perform CPR; run/drive emergency apparatus.

- 8) Gross Body Coordination - Climb/descend ladder with victim; advance charged line while maintaining flow on target; walk across roof ridge; start/use power saw.
- 9) Gross Body Equilibrium – Walk on icy roof peak at night; carry patient down stairs; swing axe from ladder.
- 10) Arm-Hand Steadiness - Take blood pressure (BP)/pulse; operate power tools; perform CPR; apply traction to limb/neck of victim; connect hose couplings.
- 11) Manual Dexterity - Couple hoses; perform CPR; bandage patient; use tools/extraction equipment; use air bag ventilator; tie knots; use SCBA.
- 12) Finger Dexterity - Maintain/operate SCBA equipment; bandage patient; remove object from patient airway w/ Magill forceps; tie knots; perform infant CPR.
- 13) Near Vision - Patient assessment; read manuals/pump control panel.
- 14) Far Vision - Drive to an emergency; visualization of fire condition; see power lines for safe ladder placement; see addresses.
- 15) Visual Color Discrimination - Determine fire status/hazards by smoke color; identify labels and placards; assess patient.
- 16) Hearing - Hear call for help in burning building; hear fire crackle in dense smoke; hear BP.
- 17) Mobility - Advance hose line; climb ladder; search/rescue in building; move on roof; get on/off equipment.
- 18) Effort - Chop/vent roof; overhaul burned buildings; advance charged line up stairs; climb stairs/ladder; use axe.

## **ENVIRONMENTAL/WORKING CONDITIONS OF POSITION:**

- 1) Outside workplace environment that is confined.
- 2) Exposure to extreme cold, hot and normal temperatures.
- 3) Contact with water or liquids.
- 4) Exposure to loud noise with a minimum of 90 decibels and vibrations from tools, equipment, machinery, etc.

- 5) Exposure to hazardous conditions such as; mechanical/electrical, chemical, burns, explosives, heights, physical injury, and fast-moving vehicles.
- 6) Exposure to atmospheric conditions such as: fumes, gases, noxious odors, dust, and poor ventilation.
- 7) Exposure to blood borne pathogens, i.e., blood on self and clothing from emergency medical service (EMS) related calls.

### **EQUIPMENT USED:**

- 1) Calculator, copy machine, computer terminal, fax machine, adding machine, telephone and two-way radio.
- 2) Measuring devices and camera.
- 3) Power tools, hand tools, chain saws, shovels, brooms, ladders, and exhaust fans.
- 4) Car, fire apparatus, utility vehicle, ambulance and boat.
- 5) Patient restraints, first-aid equipment, oxygen, electronics test equipment, general medical equipment, and patient lifting devices.
- 6) Breathing apparatus, steel tip boots, hearing and eye protection, firefighting turnout clothing, and hazardous chemical clothing.

### **EDUCATION/LICENSE/CERTIFICATE REQUIREMENTS:**

- 1) Three years experiences as a career firefighter preferred.
- 2) An associate degree in an applicable field related to the position preferred.
- 3) Valid driver's license or such valid operator's permit recognized by the Wisconsin Department of transportation as authorizing operation of a motor vehicle in Wisconsin required.
- 4) National Registered EMT and State of Wisconsin Emergency Medical Technician License required.
- 5) Wisconsin Certified Fire Fighter II or equivalent required.
- 6) Wisconsin Certified Fire and Emergency Services Instructor I or equivalent required.
- 7) Wisconsin Certified Fire Officer I or equivalent required.
- 8) Wisconsin Certified Fire Inspector I or equivalent required.

- 9) Completion of the following courses or their equivalent as described by the United States Federal Emergency Management Agency:
  - a. ICS-100: Introduction to the Incident Command System required
  - b. ICS-200: ICS for Single Resources and Initial Action Incidents required
  - c. IS-700: NIMS, an Introduction preferred
  - d. IS-800: National Response Framework (NRF) an Introduction preferred

### **KNOWLEDGE AND SKILLS REQUIRED FOR POSITION:**

- 1) Major life activities.
- 2) Effective communication, oral and written, with supervisors, peers and public.
- 3) Understanding and following work rules, Suggested Operating Guidelines, and applicable safety and training standards.
- 4) Read, write, add and subtract.
- 5) Knowledge of national, state and local laws and fire/safety and building codes.
- 6) Organize, direct and coordinate written and oral reports.
- 7) Skilled in report writing, driving, and use of computer, typewriter, telephone, two-way radio, copy machine, fax machine, calculator and adding machine.
- 8) Knowledge of fire protection systems, water supply, building construction, direct fire and rescue operations, disaster control, and extinguishment of combustible and flammable materials.
- 9) Skills in firefighting, patient care, fire inspection, fire scene command, and public relations.
- 10) Knowledge of adult learning principles and basic instructional methods.
- 11) Skill in delivering effective classroom and hands-on training using approved lesson plans.
- 12) Skill in demonstrating fire and emergency service tasks safely and correctly.
- 13) Ability to supervise training activities and enforce safety practices.
- 14) Ability to evaluate student performance and provide constructive feedback.
- 15) Ability to maintain training records and required documentation.
- 16) Ability to work collaboratively and support department training and operational readiness.

17) Understand concepts of fire department administration.

**MEDICAL:**

Applicants may be required to submit to a medical examination consistent with the requirements of the position, after an offer of employment and prior to appointment. This medical exam is designed to reveal any medical condition that might put the Captain at increased risk to self or others as a result of certain exposures or activities and to exhibit freedom from any physical, emotional or mental condition which adversely affects the performance of duties as a firefighter in the essential functions of employment, with reasonable accommodation.

**SALARY AND BENEFITS:**

Wages and benefits are determined by the Holmen Area Fire Department Board of Directors and the collective bargaining agreement as applicable.

**BACK GROUND:**

Applicants may have a record check made of local, state or federal authorities. A conviction is not an automatic bar to employment.

## Draft Holmen Area Fire Department Fire Chief Evaluation Form

These goals have been established for the Chief in a collaborative effort between the Chief and the Fire Board.

The intentions of these Goals are:

- 1) to assist in providing direction for the Chief in operations of the Holmen Area Fire District,
- 2) to provide personal growth opportunity for Chief Ostreng,
- 3) to be used as a tool to aid in the compensation evaluation of the Chief.

The Goals will consist of three sections.

- Section 1 will be quantifiable Goals specific to the Operations of the District.
- Section 2 will be Goals that require Board observations to evaluate the personal interaction of the Chief with Staff and Board.
- Section 3 will be Goals for the next rating period.

Each Board member will be asked to complete their evaluation independently.

Please evaluate the performance of the Chief using the following definitions:

- *Distinguished: Must demonstrate continued excellence in all area described. Performance must be at a level that demonstrates a complete knowledge of the area and all associated functions.*
- *Commendable: Must consistently exceed the expectations of the Board.*
- *Meets Expectation: Must consistently meet the expectations of the Board.*
- *Below Expectation: Must have functioned at a level below what is expected the Board.*
- *Fails to Meet Expectation: Must have failed to meet the objective or failed to manage appropriately.*

**(Please use a bullet point format for comments to promote more specific details in the evaluation)**

Each definition will also have a numeric value given to it.

- *Distinguished = 5*
- *Commendable = 4*
- *Meets Expectation = 3*
- *Below Expectation = 2*
- *Fails to Meet Expectation = 1*

It is the intention of this process to achieve one numeric value, between 1 and 5, that represents the Boards evaluation of the Chief. Each individual Goal will be scored by the average of the values assigned by the Board members.

A final number representing the overall rating of Chief performance will be the average of all goal values.

## Section 1: Review of Goals for District Operations

### 1. Ensure effective Fire/EMS response across the district.

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

### 2. Manage capital resources and establish capital apparatus and equipment replacement program..

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

### 3. Support training, development, and professional growth of the staff including succession planning

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

**4. Foster a positive work culture to support staff and build team cohesion**

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

**5. Demonstrate Effective Budget Planning and Management**

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

## Section 2: Evaluation of Chief's Interaction with Staff and Board

### 1. Ability to Effectively Communicate with the Fire Board:

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

- 
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- 

### 2. Ability to Effectively Communicate with Lead Employees

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

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- 

### 3. Ability to Cooperate with the Fire Board, Staff, Community Citizens & Leaders, Peer Organizations, Neighboring Towns, Other Districts, and the County to maintain department image and effectiveness

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

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4. Management Skills Necessary to Maximize Fire Service Availability and Promote Welfare of Staff

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

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5. Provides full and efficient management of the budget and demonstrates fiscal responsibility to help guide Fire Board in financial decision making.

- Distinguished
- Commendable
- Meets Expectations
- Below Expectations
- Fails to Meet Expectations

*Comments:*

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The Board will be allowed to recognize that circumstances may occur that make a particular Goal unachievable or that another District need replaces that Goal as a priority. That particular Goal can be removed from the evaluation.

**Section 3: Goals for the next rating period**

1. Continue to advance the facility replacement plan
2. Update policies and procedures to align with new union contract and other department needs
- 3.

By signing below the Chief has read and approved the above goals, timelines and the intentions of the goals.

\_\_\_\_\_  
Fire Chief

\_\_\_\_\_  
Date

By signing below the Board President is representing the Lebanon Fire District Board in its approval of the above goals, timelines and the intentions of the goals.

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_

\_\_\_\_\_