

Holmen Area Fire Department Board

Special Meeting Minutes – March 3rd, 2026

1. Call to Order

Chair Barlow called the Holmen Area Fire District special meeting to order at 6:30 p.m. on March 3rd, 2026, at the Town of Holland Town Hall.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Present: Jeff Herlitzke, Patrick Barlow, Travis Elam

Absent: Rick Hauser (Excused)

Guests: Chief Ostreng, Fire Department Staff

4. Consideration of fire station mold mitigation activities

Chief Ostreng gave a summary of the 5 proposed temporary housing solutions described in the memo. The board reviewed the memo thoroughly.

Chief Ostreng informed the board that, prior to the memo, he learned that an additional monthly fee of \$200 would be applied to the Halfway Creek Apartment Rental. He stated the additional fee was due to the short 3-month term lease. He noted that even with the fee, the Halfway Creek Apartment Rental was the cheapest option. Chief Ostreng stated that the department's preference was the Halfway Creek Apartment Rental.

Department staff provided a list of pros and cons for the two Kunes RV options. The primary advantage of the RV options was the ability for the crew to stay on-site, and there was no change in response time.

Primary concerns with the RV options were utility hookups such as electrical, gas, water, and sewage. Department staff noted the building's lack of hookups for the utilities and the expensive cost associated with modifying the building to accommodate any temporary on-site solution. It was noted that the breaker in the building was full, and that an additional one would have to be installed for any additional hookups. The estimated cost for a new breaker was \$5,000.

Department bay limitations were also cited for temporary on-site living solutions, such as ventilation issues, climate issues, noise, and limited available space by sharing it with the department's apparatuses.

The board consensus was that modifying the building for a temporary housing solution was not a good idea. The board discussed the apartment solution in depth. Herlitzke raised concerns about male and female department staff sharing a single apartment together without other staff present. Herlitzke noted safety concerns and asked the Chief to confirm with the

department's female staff that option was okay with them. Chief Ostreng noted the apartment solution would be an improvement for all staff compared to the station, and

that it was his intent to confirm the solution with female staff.

The board rejected the Temporary Sleeping Room Construction option and the Forts Services Temporary Fire Station Quote #1537 option based on the pricing alone.

Elam noted that it seemed that all on-site options were not feasible due to the logistics of hooking up utilities to the temporary housing. The rest of the board agreed.

Concerns were raised by the board regarding response time with an off-site solution. Chief Ostreng stated that the estimated impact on response time could be up to 3 minutes for the apartment solution. Department staff noted that the 3-minute delay would only be when they were sleeping, and that they would be spending the majority of their shifts on-site in the bay. Department staff noted the bay might not be viable for day-to-day operations in the summer if the mold issue wasn't resolved by then.

The board questioned where the Chief would be working while the mold mitigation took place. Chief Ostreng stated it was his intention to work in the bay but that he would reserve some work for his home office.

Herlitzke motioned to approve the rental of 2 apartments from 3 Amigos Apartments, starting April 1st, 2026, for \$1,625 per apartment, for a total cost of \$3,250 per month. Second, by Elam. Motion carried unanimously.

5. Adjourn

Motion by Elam to adjourn. Second, by Herlitzke. Motion carried unanimously. Meeting adjourned at 7:11 p.m.

Minutes by Travis E. Elam, Secretary