



Holmen Area Fire Department

FIRE BOARD

AGENDA

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

Date/Time: Thursday May 21, 2026 @ 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 **May 21, 2026 at 6:30 pm** at the **Town of Holland Town Hall** in the Boardroom.

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. 04/21/2026
- 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. Current balance sheet
 - b. Current profit and loss - budget versus actual
 - c. Check detail
 - d. Approval of quotes and invoices
 - e. Special topics
 - f. Donations
- 8.) Fire administrator report (Chief Ostreng)
 - a. April 2026 incident/activity report
 - b. Staffing/personnel updates
 - c. Fleet update
 - d. Facility update
 - e. General
- 9.) Update on fire department collaboration workgroup
- 10.) Update on fire station project
- 11.) Consideration of fire station mold mitigation activities
- 12.) Consideration of 2025 Annual Report
- 13.) Closed session



www.holmenfire.com

- 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 evaluation process
- 14.) Reconvene in Open Session
- 15.) Reservation of right for action and/or recommendation on Closed Session item(s)
- 16.) Announcement and Future Agenda Items
- 17.) Next Regular Meeting – Tentative 06/16/2026
- 18.) Adjourn

Note: Meeting agenda and meeting packets are available at 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: 05/18/2026

Notices Posted: 05/18/2026

Notices Emailed To:

Holmen Are Fire Assoc. Board	Dept/Town/Village/County	Media	Posted
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)	Lindsay Brown	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 – April 21st, 2026**1. Call to Order**

President Barlow called the Holmen Area Fire District meeting to order at 6:30 p.m. 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

Absent: None

Guests: Chief Ostreng, Fire Department staff

4. Consideration of Agenda Order

Motion by Herlitzke to accept the agenda order. Second, by Hauser. Motion carried unanimously.

5. Approval of Meeting Minutes

Chief Ostreng suggested a few changes, including a typo and some wording regarding the potential shared administrative assistant position. Motion by Hauser to approve the March meeting minutes with the suggested changes from Chief Ostreng. Second, by Herlitzke. Motion carried unanimously.

6. Resident or Employee Concerns/Comments

There were no resident or employee concerns.

7. Financial Review (Treasurer)

- a. The board reviewed the balance sheet. There were no questions or concerns raised by the board.
- b. The board reviewed the Profit and Lost – budget versus actual report. Treasurer Herlitzke noted the board had expended 33% of the budget year to date and that the department was on track. Board members questioned the Replacement-EMS line item. Chief Ostreng explained what this item was and noted it would not be an issue for the end-of-year budget.
- c. The board reviewed check detail. Hauser questioned the check to Bound Tree Medical. Chief Ostreng explained it was for EMS supplies.
- d. There were no quotes or invoices for the board to review.
- e. No special topics were discussed.
- f. Chief Ostreng explained that the department recently received two small monetary

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donations from constituents.

8. Fire Administration Report (Chief Ostreng)

- a. The board reviewed the March 2026 incident/activity report. Chief Ostreng noted there were 135 calls for the month and that the call volume exceeded last year's call volume. Chief Ostreng briefed the board on notable calls for the month and explained that the majority were medical.
- b. Chief Ostreng explained that there was one minor staff injury report for the month. He noted that he would start briefing the board on all staff injuries and that it was his intention to have staff document injuries that did not require medical attention.
- c. Chief Ostreng stated that the Rescue 1 cabinet was being worked on, the new engine order was delegated to the staff committee for further evaluation, and that Tender 1 had a pump issue that was taken care of by staff.
- d. Chief Ostreng deferred discussion on mold mitigation to agenda item 11 and noted that the station was having serious issues with the blacktop around the station. He explained that the blacktop was starting to fail in various locations since it was not built to withstand the weight of the trucks like a concrete slab would have.
- e. Chief Ostreng updated the board on a variety of general topics.
 - a. He explained that the department would be phasing out its current patch and shared an example of the new logo/patch with the board.
 - b. He also stated he planned on tracking data regarding calls to 911 versus calls direct to the station for emergencies. Board members questioned whether the answering machine for the station instructs people to call 911 if nobody answers. Chief Ostreng explained it does but noted that the phone system was extremely old, and he was looking into improving the call flow.
 - c. Barlow asked for a training report or general updates on training now that a training captain is in place.

G. Update on fire department collaboration workgroup

The board reviewed the memo on the Fire Department Collaboration Workgroup (Item 9). Chief Ostreng explained the workgroup had been initialized, a project team was created, and both municipalities had met with Robert Whitaker to establish it. Board members questioned if a board representative needed to be part of the workgroup yet. Chief Ostreng stated that was not necessary and that the administrators and representatives would be more involved later in the process. Chief Ostreng noted that a union representative would also be added to the workgroup for proper representation.

10. Update on fire station project

Chief Ostreng updated the board on the response he received from Congressman Derrick Van Orden's office (Item 10) and stated that he had not yet heard back from Senator Tammy Baldwin's office but expected to receive a similar response. Chief Ostreng explained he thought the reason for denial was the lack of shovel-ready plans. The board discussed ways they could improve the department's chances of approval for next year.

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The board discussed what it would take to get to a shovel-ready plan. Both municipalities agreed the next step was to go back to their full boards and come up with a hard number that each municipality would be willing to spend on a new fire station.

11. Consideration of fire station mold mitigation activities

Chief Ostreng updated the board on the current situation. He noted that it was his intent to hire someone to manage the entire project, but that did not seem feasible because the project was too small.

Chief Ostreng explained his proposed solutions as well as estimated costs for each contractor and the work they would be providing. He stated that he disagreed with Servpro's estimate due to their lack of acknowledgement of mold issues in the ceiling and did not consider it a viable solution. Chief Ostreng recommended Lappins LLC for the mold remediation portion of the project.

Chief Ostreng updated the board on the current roof issues and explained the differences in the proposed solutions from Interstate Roofing and American Roofing. He stressed how important it was to get the mold addressed and interior stripped before deciding on a solution for the roof.

Board members discussed the different options and carefully considered the budget. Town of Holland board members questioned the more expensive proposals. Chief Ostreng explained that department staff were worried about the problem not being resolved if the less extensive proposals were chosen. He referenced past boards promising things, such as a station remodel, that never came to fruition and noted that department staff lacked confidence in the board's ability to move the new fire station forward. Chief Ostreng also reiterated that the board had approved a three-month contract for temporary housing while the mold issue is remediated.

The board questioned how the project would be paid for. Chief Ostreng explained the funds would come from capital savings. **Motion by Hauser to approve the mold mitigation project not to exceed \$70,000, with the understanding that the project would be funded by capital savings. Second, by Elam. Motion carried unanimously.**

12. Consideration of shared administrative assistant position with Onalaska Fire Dept.

Barlow briefed the board on the original proposal and any status updates since the previous meeting. Chief Ostreng noted that the City of Onalaska had provided an official proposal. He also provided three staffing options along with cost estimates. Option 1 consisted of a full-time shared position with the City of Onalaska. Option 2 consisted of a part-time position employed only by the Fire District. Option 3 included no assistant.

Board members voiced support for Option 2 based on the lower cost and increased hours but questioned whether the department could find a suitable candidate. Other board members questioned where the employee would work with the ongoing mold issue. The board also discussed concerns about a tight budget going into 2027. Chief Ostreng stated

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that if Option 2 was chosen, it was his intent to implement it no sooner than 2027.

The board consensus was to instruct Chief Ostreng to respectfully decline Onalaska's proposal due to budgetary concerns and to consider the possibility of a part-time administrative assistant starting in 2027. No motion occurred.

13. Election of Board Officers

Motion by Hauser to approve the current board officers for another year with Barlow serving as president, Herlitzke serving as Treasurer, and Elam as secretary. Second, by Herlitzke. Motion carried unanimously.

14. Closed Session

Motion by Herlitzke to convene in closed session pursuant to Wis. Stat. § 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance evaluation data of a public employee over which the Board has jurisdiction or exercises responsibility, specifically regarding the 2026 Fire Chief evaluation process. Second, by Elam. Motion carried unanimously.

15. Reconvene in Open Session

Motion by Hauser to go back into open session. Second, by Herlitzke. Motion carried unanimously.

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

No action was taken based on the closed session. The consensus was that board members would complete their evaluation forms and bring them to the next board meeting for consideration.

17. Announcement and Future Agenda Items

Herlitzke requested that each municipality approach its respective board to discuss funding shovel-ready plans for the new fire station, and to come up with a maximum amount each municipality would be willing to finance for the station.

Hauser requested that Chief Ostreng add a future discussion on the administrative assistant position when the board starts considering the 2027 budget.

18. Next Regular Meeting

Tentatively scheduled for May 21st, 2026.

18. Adjourn

Motion by Herlitzke, to adjourn. Second, by Elam. Motion carried unanimously.

Minutes by Travis E. Elam, Secretary

10:40 AM
05/18/26
Cash Basis

HOLMEN AREA FIRE DEPARTMENT
Balance Sheet
As of May 23, 2026

	May 23, 26
ASSETS	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	668,362.23
Total Park Bank	668,362.23
LGIP-General Capital Savings	
LGIP-#1 Capital Savings	91,578.74
LGIP-#2 Operational Checking	12,511.17
LGIP-#3 2% Dues Savings	137,003.34
LGIP-#4 Sick Leave Payout	62,587.12
LGIP-#5 Medical Equip Upgrades	72,931.14
LGIP-#6 Special Events/Donation	26,141.46
LGI-#7 New Fire Station	5,046.73
Total LGIP-General Capital Savings	407,799.70
Total Checking/Savings	1,076,161.93
Other Current Assets	
Location Study A/R from Municip	6,880.51
Mold & Roof Project	20,243.98
Total Other Current Assets	27,124.49
Total Current Assets	1,103,286.42
Other Assets	
Equipment Purchased by Grant	105,004.35
Total Other Assets	105,004.35
TOTAL ASSETS	1,208,290.77
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Location Study Payable	770.51
WI State Income tax payable	2,082.78
Life Insurance Payable EE	31.86
Nationwide Retirement Payable	63.34
WI Retirement Payable	12,068.44
Union Dues Payable	1,922.23
Payroll Liabilities	730.19
Total Other Current Liabilities	17,669.35
Total Current Liabilities	17,669.35
Long Term Liabilities	
Future Sick Pay Payable	61,000.00
Total Long Term Liabilities	61,000.00
Total Liabilities	78,669.35
Equity	
Retained Earnings	908,993.64
Net Income	220,627.78
Total Equity	1,129,621.42
TOTAL LIABILITIES & EQUITY	1,208,290.77

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss
 January 1 through May 23, 2026

	Jan 1 - May 23, 26
Ordinary Income/Expense	
Income	
Income-Budget	985,650.00
Capital /Reserve Income	25,000.00
Grants	969.35
Income-Interest	584.82
Income-Interest-Special	3,878.73
Donations/Grants	5,733.16
	1,021,816.06
Total Income	1,021,816.06
Expense	
CAPITAL EXPENDITURES	
Building -Capital Expenditures	12,577.00
EMS-Capital Expenditures	42,536.35
Fire-Capital Expenditures	6,135.48
	61,248.83
Total CAPITAL EXPENDITURES	61,248.83
OPERATIONAL EXPENDITURES	
Wages	
SALARY/WAGES EXPENSE	
Employee Benefit Health	119,766.10
Employee Retirement Career	52,578.12
Insurance-Life	678.50
Insurance-Work-Comp	8,436.90
Officer Salary	40,803.80
Salary	311,441.15
Salary -OT	57,111.40
Acting Pay	270.00
FLSA	5,666.97
Holiday Pay	20,763.60
Parttime Wages	857.29
Payroll-Tax Expense	33,910.70
Capital Wage Reimbursement	36,000.00
SALARY/WAGES EXPENSE - Other	0.00
	688,284.53
Total SALARY/WAGES EXPENSE	688,284.53
Total Wages	688,284.53
BUILDING	
Building Maintenance/Repair	519.33
Grounds Maintenance	255.73
Supplies	846.07
	1,621.13
Total BUILDING	1,621.13
EMS	
Lease/Air/Oxygen	785.68
Replacement-EMS	621.57
Supplies	870.37
Training	330.80
	2,608.42
Total EMS	2,608.42
FIRE	
Professional Dues/Licenses	1,388.00
Batteries	17.99
Repairs & Maintenance	2,474.88
Replacement -Fire	287.61
Supplies	2,801.35
Training	1,156.31
Uniform Clothing	5,812.27
	13,938.41
Total FIRE	13,938.41
INSURANCE	

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss
January 1 through May 23, 2026

	<u>Jan 1 - May 23, 26</u>
Insurance-General	2,627.36
Total INSURANCE	<u>2,627.36</u>
OFFICE	
Human Resources/Business Suppor	1,369.00
Accounting Services	4,095.00
Attorney/Support	367.50
Computer Maintenance	249.90
Office Software	4,319.73
Office Supplies	715.76
Telephone/Cell-Phones/Internet	2,610.84
Total OFFICE	<u>13,727.73</u>
UTILITIES	
Electricity	6,831.62
Water/Sewer/Runoff	2,145.79
Total UTILITIES	<u>8,977.41</u>
VEHICLES	
Fuel	4,354.58
Repairs & Maintenance	3,799.88
Total VEHICLES	<u>8,154.46</u>
Total OPERATIONAL EXPENDITURES	<u>739,939.45</u>
Total Expense	<u>801,188.28</u>
Net Ordinary Income	<u>220,627.78</u>
Net Income	<u><u>220,627.78</u></u>

10:39 AM
 05/18/26
 Cash Basis

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss Budget vs. Actual
 January through December 2026

	Jan - Dec 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
2% Fire Protection Equipmnet	0.00	93,739.00	-93,739.00	0.0%
Income-Budget	985,650.00	1,971,300.00	-985,650.00	50.0%
Capital /Reserve Income	25,000.00	50,000.00	-25,000.00	50.0%
Grants	969.35			
Income-Interest	584.82			
Income-Interest-Special	3,878.73			
Donations/Grants	5,733.16			
Total Income	1,021,816.06	2,115,039.00	-1,093,222.94	48.3%
Expense				
CAPITAL EXPENDITURES				
2% Fire Protection Equipment Ex	0.00	78,739.00	-78,739.00	0.0%
Building -Capital Expenditures	12,577.00	15,000.00	-2,423.00	83.8%
EMS-Capital Expenditures	42,536.35	5,000.00	37,536.35	850.7%
Fire-Capital Expenditures	6,135.48	30,000.00	-23,864.52	20.5%
Total CAPITAL EXPENDITURES	61,248.83	128,739.00	-67,490.17	47.6%
OPERATIONAL EXPENDITURES				
Wages				
SALARY/WAGES EXPENSE				
Employee Benefit Health	119,766.10	267,705.76	-147,939.66	44.7%
Employee Retirement Career	65,215.00	178,107.94	-112,892.94	36.6%
Insurance-DWD Compensation	0.00	5,750.16	-5,750.16	0.0%
Insurance-Life	678.50	2,311.19	-1,632.69	29.4%
Insurance-Work-Comp	8,436.90	30,000.00	-21,563.10	28.1%
Officer Salary	40,803.80	106,100.80	-65,297.00	38.5%
Salary	311,441.15	852,259.70	-540,818.55	36.5%
Salary -OT	57,111.40	186,061.78	-128,950.38	30.7%
Acting Pay	270.00	1,835.00	-1,565.00	14.7%
FLSA	5,666.97	18,262.71	-12,595.74	31.0%
Holiday Pay	20,763.60	38,632.65	-17,869.05	53.7%
Parttime Wages	857.29	5,000.00	-4,142.71	17.1%
Payroll-Tax Expense	33,910.70	92,423.68	-58,512.98	36.7%
Capital Wage Reimbursement	36,000.00			
SALARY/WAGES EXPENSE - Other	0.00			
Total SALARY/WAGES EXPENSE	700,921.41	1,784,451.37	-1,083,529.96	39.3%
Total Wages	700,921.41	1,784,451.37	-1,083,529.96	39.3%
BUILDING				
Building Maintenance/Repair	519.33	3,000.00	-2,480.67	17.3%
Grounds Maintenance	255.73	2,500.00	-2,244.27	10.2%
Supplies	846.07	4,000.00	-3,153.93	21.2%

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss Budget vs. Actual
January through December 2026

	Jan - Dec 26	Budget	\$ Over Budget	% of Budget
Total BUILDING	1,621.13	9,500.00	-7,878.87	17.1%
EMS				
Lease/Air/Oxygen	785.68	1,500.00	-714.32	52.4%
Repairs & Maintenance	0.00	250.00	-250.00	0.0%
Replacement-EMS	621.57	650.00	-28.43	95.6%
Supplies	870.37	3,173.00	-2,302.63	27.4%
Training	330.80	1,000.00	-669.20	33.1%
Total EMS	2,608.42	6,573.00	-3,964.58	39.7%
FIRE				
Professional Dues/Licenses	1,388.00	2,000.00	-612.00	69.4%
Fire Prevention/Pub Education	0.00	500.00	-500.00	0.0%
Batteries	17.99	300.00	-282.01	6.0%
Conventions/Conferences	0.00	4,000.00	-4,000.00	0.0%
Physicals	0.00	5,500.00	-5,500.00	0.0%
Repairs & Maintenance	2,474.88	2,750.00	-275.12	90.0%
Replacement -Fire	287.61	2,000.00	-1,712.39	14.4%
Supplies	2,801.35	5,000.00	-2,198.65	56.0%
Testing/Insp	0.00	1,000.00	-1,000.00	0.0%
Training	1,156.31	4,000.00	-2,843.69	28.9%
Uniform Clothing	5,812.27	13,000.00	-7,187.73	44.7%
Total FIRE	13,938.41	40,050.00	-26,111.59	34.8%
INSURANCE				
Insurance-General	2,627.36	17,500.00	-14,872.64	15.0%
Total INSURANCE	2,627.36	17,500.00	-14,872.64	15.0%
OFFICE				
Human Resources/Business Support	1,369.00	15,000.00	-13,631.00	9.1%
Accounting Services	4,095.00	9,000.00	-4,905.00	45.5%
Attorney/Support	367.50	3,025.63	-2,658.13	12.1%
Computer Maintenance	249.90	14,700.00	-14,450.10	1.7%
Office Software	4,319.73	18,700.00	-14,380.27	23.1%
Office Supplies	715.76	2,000.00	-1,284.24	35.8%
Postage	0.00	300.00	-300.00	0.0%
Telephone/Cell-Phones/Internet	2,610.84	9,000.00	-6,389.16	29.0%
Total OFFICE	13,727.73	71,725.63	-57,997.90	19.1%
UTILITIES				
Electricity	6,831.62	13,000.00	-6,168.38	52.6%
Heating/Cooling	0.00	1,000.00	-1,000.00	0.0%
Water/Sewer/Runoff	2,145.79	4,000.00	-1,854.21	53.6%
Total UTILITIES	8,977.41	18,000.00	-9,022.59	49.9%

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss Budget vs. Actual
 January through December 2026

	<u>Jan - Dec 26</u>	<u>Budget</u>	<u>\$ Over Budget</u>	<u>% of Budget</u>
VEHICLES				
Fuel	4,354.58	20,000.00	-15,645.42	21.8%
Repairs & Maintenance	3,799.88	14,000.00	-10,200.12	27.1%
Testing/Inspection	0.00	1,000.00	-1,000.00	0.0%
Tire Replacement	0.00	3,500.00	-3,500.00	0.0%
Total VEHICLES	<u>8,154.46</u>	<u>38,500.00</u>	<u>-30,345.54</u>	<u>21.2%</u>
Total OPERATIONAL EXPENDITURES	<u>752,576.33</u>	<u>1,986,300.00</u>	<u>-1,233,723.67</u>	<u>37.9%</u>
Total Expense	<u>813,825.16</u>	<u>2,115,039.00</u>	<u>-1,301,213.84</u>	<u>38.5%</u>
Net Ordinary Income	<u>207,990.90</u>	<u>0.00</u>	<u>207,990.90</u>	<u>100.0%</u>
Net Income	<u><u>207,990.90</u></u>	<u><u>0.00</u></u>	<u><u>207,990.90</u></u>	<u><u>100.0%</u></u>

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 May 5, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17895	05/05/2026	AIRGAS USA, LLC		Park Bank Checking		-51.36
				Lease/Air/Oxygen		-51.36	51.36
TOTAL						-51.36	51.36
Check	17896	05/05/2026	AUTO VALUE		Park Bank Checking		-101.46
				Building Maintenanc...		-87.48	87.48
				Building Maintenanc...		15.00	-15.00
				Repairs & Maintena...		-28.98	28.98
TOTAL						-101.46	101.46
Check	17897	05/05/2026	FIRE SAFTEY USA		Park Bank Checking		-728.20
				Supplies		-728.20	728.20
TOTAL						-728.20	728.20
Check	17898	05/05/2026	GALLS		Park Bank Checking		-590.32
				Uniform Clothing		-590.32	590.32
TOTAL						-590.32	590.32
Check	17899	05/05/2026	MACQUEEN		Park Bank Checking		-16.36
				Repairs & Maintena...		-16.36	16.36
TOTAL						-16.36	16.36
Check	17900	05/05/2026	McMahon Associat...		Park Bank Checking		-495.00
				Human Resources/...		-495.00	495.00
TOTAL						-495.00	495.00
Check	17901	05/05/2026	O'REILLY AUTO P...		Park Bank Checking		-130.51
				Supplies		-130.51	130.51
TOTAL						-130.51	130.51

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 May 5, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17902	05/05/2026	RIVER CITY LAWN...		Park Bank Checking		-104.99
					Grounds Maintenance	-104.99	104.99
TOTAL						-104.99	104.99
Check	17904	05/05/2026	VISA		Park Bank Checking		-4,732.04
				Training		-82.98	82.98
				Supplies		-66.35	66.35
				Uniform Clothing		-472.49	472.49
				Repairs & Maintena...		-37.05	37.05
				Telephone/Cell-Pho...		-234.11	234.11
				Uniform Clothing		-232.05	232.05
				Professional Dues/Li...		-110.00	110.00
				Office Supplies		-27.03	27.03
				Professional Dues/Li...		-103.00	103.00
				Replacement -Fire		-165.38	165.38
				Mold & Roof Project		-3,201.60	3,201.60
TOTAL						-4,732.04	4,732.04

10:38 AM

05/07/26

HOLMEN AREA FIRE DEPARTMENT
Check Detail
May 7, 2026

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Check	17905	05/07/2026	LAPPINS INC		Park Bank Checking		-13,987.00
					Mold & Roof Project	-13,987.00	13,987.00
TOTAL						-13,987.00	13,987.00

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 May 18, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17907	05/18/2026	AIRGAS USA, LLC		Park Bank Checking		-63.51
				Lease/Air/Oxygen		-63.51	63.51
TOTAL						-63.51	63.51
Check	17908	05/18/2026	BAYCOM INC		Park Bank Checking		-888.85
				Repairs & Maintena...		-888.85	888.85
TOTAL						-888.85	888.85
Check	17909	05/18/2026	Bound Tree Medica...		Park Bank Checking		-103.28
				Supplies		-103.28	103.28
TOTAL						-103.28	103.28
Check	17910	05/18/2026	Coaches Corner S...		Park Bank Checking		-164.00
				Uniform Clothing		-164.00	164.00
TOTAL						-164.00	164.00
Check	17911	05/18/2026	DeBAUCHE TRUCK...		Park Bank Checking		-517.20
				Repairs & Maintena...		-517.20	517.20
TOTAL						-517.20	517.20
Check	17912	05/18/2026	ENGELSON & ASS...		Park Bank Checking		-790.00
				Accounting Services		-790.00	790.00
TOTAL						-790.00	790.00
Check	17913	05/18/2026	GALLS		Park Bank Checking		-1,610.63
				Uniform Clothing		-1,610.63	1,610.63
TOTAL						-1,610.63	1,610.63
Check	17914	05/18/2026	HOLMEN ACE HAR...		Park Bank Checking		-157.48

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 May 18, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Supplies	-15.99	15.99
					Supplies	-80.97	80.97
					Mold & Roof Project	-5.38	5.38
					Building Maintenanc...	-55.14	55.14
TOTAL						-157.48	157.48
Check	17915	05/18/2026	KWIK TRIP		Park Bank Checking		-1,091.68
					Fuel	-1,091.68	1,091.68
TOTAL						-1,091.68	1,091.68
Check	17916	05/18/2026	McMahon Associat...		Park Bank Checking		-90.00
					Human Resources/...	-90.00	90.00
TOTAL						-90.00	90.00
Check	17917	05/18/2026	MCS NETWORKS		Park Bank Checking		-51.48
					Office Software	-51.48	51.48
TOTAL						-51.48	51.48
Check	17918	05/18/2026	SIGNAL SYSTEMS,...		Park Bank Checking		-270.00
					Building Maintenanc...	-270.00	270.00
TOTAL						-270.00	270.00
Check	17919	05/18/2026	Thin Line Outfitters...		Park Bank Checking		-3,275.83
					Fire-Capital Expendi...	-3,275.83	3,275.83
TOTAL						-3,275.83	3,275.83
Check	17920	05/18/2026	VISION DESIGN G...		Park Bank Checking		-60.00
					Office Software	-60.00	60.00
TOTAL						-60.00	60.00

10:30 AM

05/18/26

HOLMEN AREA FIRE DEPARTMENT

Check Detail

May 18, 2026

<u>Type</u>	<u>Num</u>	<u>Date</u>	<u>Name</u>	<u>Item</u>	<u>Account</u>	<u>Paid Amount</u>	<u>Original Amount</u>
Check	17921	05/18/2026	Weddle Tool Comp...		Park Bank Checking		-281.02
					Repairs & Maintena...	-281.02	281.02
TOTAL						-281.02	281.02

CALLS BY MONTH

	2017	-/+	2018	-/+	2019	-/+	2020	-/+	2021	-/+	2022	-/+	2023	-/+	2024	-/+	2025	-/+	2026	-/+
JANUARY	74	23	74	0	103	29	83	-20	83	0	113	30	92	-21	99	7	101	2	130	29
FEBRUARY	82	23	71	-11	80	9	71	-9	80	9	92	12	97	5	90	-7	96	6	122	26
MARCH	81	8	65	-16	107	42	64	-43	111	26	112	1	103	-9	84	-19	103	19	135	32
APRIL	90	23	87	-3	97	10	85	-12	104	19	122	18	130	8	83	-47	85	2	110	25
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	121	30		
TOTAL	946	121	1001	55	1057	56	1052	-5	1249	176	1315	66	1286	-29	1131	-155	1370	239	497	112

CALL TYPES RESPONDED TO
FOR APRIL

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
Fire	6
Medical	82
Hazardous Situation	4
Rescue	0
Public Service	6
No Emergency	10
Assisting Law Enforcement	2
	110



Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



ITEM 8a2

April 2026

2026 HAFD Incidents By Municipality

Report Pulled On: 05/03/2026

Incident Type Primary Category 1 (filIncident.03)	Incident Type Primary Category 2 (filIncident.03)	Total
Incident Location Zone Number (itfilIncident.008): City of Onalaska		
Fire	Transportation Fire	1
Medical	Illness	2
Medical	Other	1
No Emergency		2
		Total: 6
Incident Location Zone Number (itfilIncident.008): Town of Holland		
Medical	Illness	4
Medical	Injury/Trauma	2
		Total: 6
Incident Location Zone Number (itfilIncident.008): Town of Onalaska		
Fire	Outside Fire	3
Medical	Illness	2
No Emergency		1
		Total: 6
Incident Location Zone Number (itfilIncident.008): Village of Holmen		
		2
Fire	Outside Fire	1
Fire	Structure Fire	1
Hazardous Situation	Hazardous Materials	4
Medical	Illness	50
Medical	Injury/Trauma	19
Medical	Other	2
No Emergency		1
No Emergency	False Alarm	1
No Emergency	Good Intent	5
Public Service	Alarms (Non Medical)	2
Public Service	Citizen Assist	4
		Total: 92
		Total: 110

Report Criteria

Dispatch Alarm Date Time (Itfidispatch.001): Is Equal To Last Month

Incident Location Zone Number (Itfiincident.008): Is Not Blank

Description

This report is for the HAFD Board fire administration report and captures the 2026 incidents for the previous month categorized by new NERIS call type and grouped by municipality.



Memo

To: Holmen Area Fire Department Board of Directors

From: Fire Chief Ryan Ostreng

cc:

Date: May 21, 2026

Re: Fire Truck Pricing Update

Eric Fibikar, our Reliant Fire Apparatus, Inc sales representative, visited HAFD on Wednesday, May 20, 2026 to answer and ask questions, review the current spec list, review our existing Pierce PUC (Engine 2) and make deletions and additions.

PURPOSE:

To provide an update on the current pricing and specification development for the department's next fire engine and to outline factors contributing to the recent cost increase.

BACKGROUND:

The department continues to work with Reliant Fire Apparatus to develop specifications for a new fire pumper intended to replace aging frontline apparatus and support all-hazards response needs.

The proposed apparatus is a Pierce Ultimate Configuration (PUC) pumper built on a Velocity chassis, incorporating a 214-inch rescue-style body to support expanded operational capabilities.

PRICING UPDATES:

- Current Base Unit Price: \$1,316,789
- Previous Base Unit Price (November 2025): \$1,183,605
- Total Increase: \$133,184

The increase reflects:

- A small manufacturer-wide pricing adjustment issued by Pierce Manufacturing
- Targeted additions and refinements to the apparatus specification based on operational needs identified during the design process

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APPARATUS CONFIGURATION OVERVIEW:

The current design emphasizes a single apparatus capable of supporting a crew of four personnel across multiple incident types. Key features include:

- Pump & Water Capacity
 - 1,500 GPM PTO pump
 - 1,000-gallon water tank
- Chassis & Cab
 - Pierce Velocity chassis with a wider cab
 - Increased interior cab storage capacity for:
 - Temperature-sensitive medical supplies
 - Hazardous materials monitoring equipment
 - Frequently used hand tools
- Body Configuration
 - 214-inch rescue-style body
 - Designed to accommodate equipment for:
 - Fire suppression
 - Auto extrication
 - Rope rescue
 - Emergency medical response

OPERATIONAL CONSIDERATIONS:

The selected configuration reflects HAFD's service model, which requires a highly versatile apparatus capable of delivering effective initial operations with a crew of four personnel.

Additional storage, expanded cab space, and rescue-body design allow for:

- Faster access to critical tools during early incident stages
- Consolidation of equipment typically distributed across multiple units
- Improved efficiency during multi-discipline responses

NEXT STEPS:

As specifications continue to be refined, I will be requesting that the Board provide guidance on an acceptable overall price point for this apparatus to help guide specification decisions and move the Department toward a final agreement to build out our next pumper.

RECOMMENDATION:

This memo is informational only. No action is requested at this time.

RELIANT FIRE APPARATUS, INC.

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



May 20, 2026

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

Proposal Detail: Reliant Fire Apparatus Proposal #808 dated May 20, 2026 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: \$1,316,789.00

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 60 calendar days.

Delivery – Unit to be completed and prepared for final inspection within approximately 48-51 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 Fibikar

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



Memo

To: Holmen Area Fire Department Board of Directors

From: Fire Chief Ryan Ostreng

cc:

Date: May 21, 2026

Re: FEMA SAFER Grant Application Overview

PURPOSE:

To provide the Board of Directors with an overview of the Federal Emergency Management Agency (FEMA) Staffing for Adequate Fire and Emergency Response (SAFER) Grant program, including key timelines and funding requirements.

BACKGROUND:

The SAFER Grant is a federally administered program through FEMA. The program is designed to assist fire departments in increasing or maintaining frontline staffing levels through the hiring of career firefighters or supporting recruitment and retention initiatives. The overall objective is to improve a department's ability to meet nationally recognized staffing, response, and operational standards, including those outlined in NFPA 1710 and NFPA 1720.

For the current funding cycle (FY 2025), the application period opened on May 19, 2026 and closes on June 22, 2026.

FINANCIAL CONSIDERATIONS:

For the Hiring Activity, the SAFER Grant operates on a multi-year cost-sharing model between the federal government and the local municipality. Based on current program guidance, the cost share structure is as follows:

- Years 1–2: 75% federal / 25% local
- Year 3: 35% federal / 65% local
- Year 4 (Retention Year): 100% local responsibility

Recruitment and Retention (R&R) grant activities typically do not require a local cost share.

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Acceptance of a SAFER Hiring award requires a long-term financial commitment by the participating municipalities to fully absorb personnel costs following the federal funding period.

OPERATIONAL IMPACT:

A SAFER award would support HAFD in offsetting initial costs associated with the addition firefighter/EMT staffing. This would improve response capability, staffing reliability, and further align HAFD with nationally recognized staffing standards. The program is competitive and requires significant application development and supporting documentation.

NEXT STEPS:

I am evaluating eligibility, financial modeling, and operational impacts associated with a potential application. If a formal application is determined to be favorable, a future special meeting will be scheduled for Board consideration and authorization prior to submission.

RECOMMENDATION:

This memo is informational only. No action is requested at this time.

Memo



To: Holmen Area Fire Department Board of Directors

From: Fire Chief Ryan Ostreng

cc:

Date: May 15, 2026

Re: McMahon Cooperative Fire Services Feasibility Study Status Update

PURPOSE:

The purpose of this memorandum is to provide a brief update on the McMahon Cooperative Fire Services Feasibility Study, including project initiation, team formation, and next steps.

BACKGROUND:

This study was initiated as a proactive, structured evaluation of opportunities for enhanced collaboration between the Holmen Area Fire Department (HAFD) and the Onalaska Fire Department (OFD), with the goal of improving service delivery, operational efficiency, and long-term sustainability, and providing data-driven recommendations to inform future decision-making.

CURRENT STATUS:

Project Initiation

- HAFD and OFD have begun coordination with McMahon Associates to support the feasibility study.
- Department documents are being compiled and submitted McMahon Associates to support project analysis.

Project Team Formation

- A joint project team has been established to coordinate the study, serve as the primary point of contact, and review findings.
- The team includes fire department leadership and labor representation from both departments to support transparency.

Consultant Team

- McMahon has assigned a project team of public safety and municipal consultants, led by Robert Whitaker.

PROJECT KICK-OFF & NEXT STEPS:

Kick-Off Meeting

- A virtual project kick-off meeting was held May 13, 2026, that included introductions, timeline review, and project benchmarks.

Upcoming Activities

- Initial in-person interviews with:
 - Fire Chiefs and municipal leadership scheduled for June 1, 2026
 - Department staff and union representatives scheduled for June 1, 2026
 - Chief elected official and administrators of each municipality currently being scheduled
- Review and development of preliminary findings not yet scheduled
- Project team review and validation of findings not yet scheduled
- Development of final recommendations and report deliverables not yet scheduled

SUMMARY:

The McMahon Feasibility Study has progressed into the initiation phase, with document collection completed, a joint project team established, and the kick-off meeting scheduled. The study will proceed through interviews, analysis, and development of recommendations for future fire service collaboration.



Memo

To: Holmen Area Fire Department Board of Directors
From: Fire Chief Ryan Ostreng
cc:
Date: May 20, 2026
Re: Fire Station Mold Remediation Project Update

PURPOSE:

The purpose of this memorandum is to provide the Board of Directors with a status update on the fire station mold remediation and leaking roof repair project, including temporary relocation, project coordination, and anticipated timelines.

BACKGROUND:

The fire station mold remediation and leaking roof repair project requires temporary relocation of staff and staged preparation activities to support contractor access and required facility repairs.

CURRENT STATUS:

- **Temporary Relocation:**
 - Staff transitioned into temporary apartment housing on May 19, 2026.
 - Email notification distributed to response partners on May 19, 2026.
 - Facebook notification posted to public on May 19, 2026
 - Press release scheduled for May 22, 2026.
- **Facility Preparation:**
 - The majority of office equipment was relocated to the first apparatus bay on May 19, 2026.
 - The Fire Chief's office is scheduled to be moved into the first apparatus bay on May 22, 2026.
- **Pre-Construction Coordination:**
 - Electrical work related to the meeting room fan is scheduled for the week of May 24, 2026.
 - Plumbing work to plug the floor drain is also scheduled for the week of May 24, 2026.
- **Contractor Schedule:**
 - Lappins has indicated a tentative project start date of June 1, 2026.

- Roofing work does not yet have a confirmed start date but is anticipated in late May or early June, with an estimated duration of approximately 3 days.

OPERATIONAL IMPACT:

Operations remain in service during relocation. An approximate two-minute delay may be experienced during evening hours while staff transfers from temporary housing accommodations.

Administrative functions will temporarily operate from apparatus bay office setup. Off-site meeting locations will be scheduled as needed.

FISCAL IMPACT:

Costs associated with the mold remediation and roofing project will be tracked under Other Current Assets – Mold & Roof Project of the Balance Sheet in the financial documents packet.

SUMMARY:

The project is progressing as planned, but could experience a delay depending on the roofing contractor schedule. Staff relocation is complete, preparation work is underway, and contractor activity is anticipated to begin in early June. The department is targeting a return to the station by July 1, 2026.