



HOLMEN AREA FIRE DEPARTMENT

FIRE BOARD

AGENDA

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

Date/Time: Monday July 27, 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 **July 27, 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. 06/24/2026
- 6.) Resident or employee concerns/comments

The Board may receive information from the public and department employees, but the Board 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. June 2026 incident/activity report
 - b. Staffing/personnel updates
 - c. Fleet update
 - d. Facility update
 - e. General
- 9.) Fire commission report
- 10.) Update on fire department collaboration workgroup
- 11.) Update on new fire station project
- 12.) Update on existing fire station mold mitigation activities
- 13.) Consideration of new fire pumper specifications



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- 14.) Closed session
 - a. The Board shall consider a motion to convene in Closed Session:
 - i. 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
- 15.) Reconvene in Open Session
- 16.) Reservation of right for action and/or recommendation on Closed Session items
- 17.) Announcement and Future Agenda Items
- 18.) Next Regular Meeting – Tentative 08/18/2026
- 19.) Adjourn

PERSONS WITH DISABILITIES: If you need accommodation to attend this meeting, call the Holmen Area Fire Department at 608-399-8226 as soon as possible.

MEETING AGENDA AND PACKETS: 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: 07/23/2026

Notices Posted: 07/23/2026

Notices Emailed To:

Holmen Area 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 – June 24th, 2026**1. Call to Order**

President Barlow called the Holmen Area Fire Department Board meeting to order at 6:35 p.m. 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), Bob Stupi (Excused)
Guests: Chief Ostreng, Fire Department staff

4. Consideration of Agenda Order

Herlitzke motioned to approve the agenda order. Second, by Elam. Motion carried unanimously.

5. Approval of Meeting Minutes

Elam motioned to approve the minutes of May 21st, 2026. 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.
- b. The Board reviewed the Profit and Loss – budget versus actual report. Herlitzke noted that the department had used 49.8% of the total budget for the year and stated the department was on track.
- c. The Board reviewed check detail. Herlitzke questioned payment to MCS Networks. Chief Ostreng deferred discussion to the next agenda item. Barlow asked about a new defibrillator and payment for roof repair. Chief Ostreng deferred discussion to the next agenda item.
- d. The Board reviewed quotes and invoices.
 - a. Chief Ostreng presented **Item 7d1**, I.T. Support Contract – 2026 from MCS Networks to the Board. Herlitzke questioned where the increase in the contract came from with regard to the prior year and stated that's why he asked for the detailed breakdown of the contract. The Board reviewed **Item**

DRAFT MINUTES

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

7d1 thoroughly. Chief Ostreng attempted to make a comparison to the previous year's quote but didn't have the same detailed breakdown in the previous invoice. He stated it wasn't common to receive such a breakdown from MCS Networks. Patrick Barlow noted that the Village of Holmen used MCS Networks and that the Village was happy with them. **Elam motioned to approve the I.T. Support Contract – 2026 with MCS Networks for a total of \$11,692.41. Second, by Herlitzke. Motion carried unanimously.**

- b. Chief Ostreng requested approval for a one-month lease extension for temporary housing at Halfway Creek Apartments through July 31, 2026, so mold remediation at the station could be finished. Chief Ostreng also noted there was a mix-up with the utilities at the apartment, and that the request would cover the rent for the extra month and all the utilities for both agreements. **Herlitzke motioned to approve the one-month lease extension for two apartments at Halfway Creek Apartments not to exceed \$4,000. Second, by Elam. Motion carried unanimously.**
- e. The Board discussed special topics presented by Chief Ostreng.
 - a. Chief Ostreng noted the check for \$37,669.88 to Zoll Medical Corp. and explained that the funds were coming out of the 2025 Wisconsin FAP Grant and that it had previously been approved.
 - b. Chief Ostreng noted the check for \$25,496.95 to First American Roofing C Siding for repairs to the leaking Fire Department roof and that it had previously been approved.
- f. Chief Ostreng stated the department had received a \$20 donation from Duane and Arlene Dreeves in memory of Kathy Stone.

8. Fire Administration Report (Chief Ostreng)

- a. The Board reviewed the May 2026 incident/activity report. Chief Ostreng stated there were 108 calls for the month and that it was less than the previous year. Chief Ostreng noted that the call volume was mostly medical calls. Barlow questioned if the department was still having an issue with people calling the station directly. Chief Ostreng and department staff noted that this was still an issue. It was stated that the station's voicemail and the Fire Department website both tell people to contact 911 in case of an emergency, as well as the sign in front of the station. Staff noted this was a major problem in the event that everyone at the station is dispatched to calls and there is nobody there to answer the phone. Chief Ostreng stated the department would have to do another education campaign to educate people.
- b. Chief Ostreng gave the Board updates on special achievements of staff as well as years of service achievements that were presented to staff at the recent awards banquet.
- c. Chief Ostreng updated the Board on the current state of the fleet. Chief Ostreng noted that the custom cabinet fabrication for Rescue 1 was completed, and that Engine 1 had a minor electrical issue that was resolved by a Reliant Fire Apparatus Representative. Lastly, Chief Ostreng stated that the final spec for the new

DRAFT MINUTES

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

proposed fire engine was completed, the work group was happy with it, and a price estimate from Reliant Fire Apparatus was \$1,306,625 in total if purchased through HGAC. Chief Ostreng requested that both municipalities go back to their full boards and discuss their share of the purchase and how to proceed. He noted that he could get additional information from Reliant Fire Apparatus on payment options. The Board thoroughly discussed the water capacity of the engine, what equipment it would be carrying, intake locations, response times, and staffing. Fire department staff provided supplemental information about the problems the new truck would solve with limited staffing.

- d. Chief Ostreng stated that he had no station updates and deferred discussion on the mold issue until later in the agenda.
- e. Chief Ostreng stated that the department awarded two Distinguished Civilian Service Awards to members of the public for their help in securing funding for the new cardiac monitors.

G. Fire commission report

Barlow questioned if the department had any Fire Department staff on probation. Chief Ostreng stated no staff were currently on probation. No further discussion occurred.

10. Update on Fire Department collaboration workgroup

Chief Ostreng stated that McMahon came to town to do interviews with Fire Chiefs, union representatives, elected representatives, and administrators. Chief Ostreng stated that a follow-up meeting was scheduled on July 21st with the workgroup to discuss their findings.

11. Update on fire station project

Chief Ostreng stated that he had no updates for the Board. Herlitzke stated that the Town of Holland had sent out a flyer to residents and had a poor turnout for the open house they hosted to answer questions from the public. Herlitzke stated that the town would be sending out additional flyers and holding two more sessions on June 29th to gather additional feedback from their residents. Herlitzke noted they only received two pieces of feedback from the previous flyer.

12. Update on fire station mold mitigation activities

The Board reviewed all the work that was listed as finished in **Item 12** from the agenda. Chief Ostreng stated that cleanup was mostly finished and that he was hoping Lappins could begin reconstructing the walls by the end of the week and start blowing in insulation early next week. Chief Ostreng also noted that the roof was also sealed and finished. Chief Ostreng updated the Board on the total cost of the project and stated that he expected the budget to be tight by the end of the project with the possibility of going over slightly.

13. Consideration of 2025 Annual Report

Chief Ostreng presented the Board with the 2025 Annual Report. The Board reviewed it thoroughly and thanked the Chief for the information provided in the report. Elam

DRAFT MINUTES

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

questioned the high call volume due to resident falls. Chief Ostreng and department staff provided additional information on what those calls consisted of and noted that the fire district had multiple memory care centers that require aid frequently.

14. Closed Session

Herlitzke motioned to convene into 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: 2026 Fire Chief evaluation process. Second, by Elam. Motion carried unanimously.

15. Reconvene in Open Session

Herlitzke motioned to reconvene into open session. Second, by Elam. Motion carried unanimously.

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

No action was taken coming out of closed session.

17. Announcement and Future Agenda Items

There were no announcement or future agenda items.

18. Next Regular Meeting

To be determined. Tentatively scheduled for last week of July 2026.

1G. Adjourn

Herlitzke motioned to adjourn. Second, by Elam. Motion carried unanimously. Adjourned at 8:13 pm.

Minutes by Travis E. Elam, Secretary

9:47 AM

HOLMEN AREA FIRE DEPARTMENT

07/22/26

Balance Sheet

Cash Basis

As of July 24, 2026

	Jul 24, 26
ASSETS	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	931,915.11
Total Park Bank	931,915.11
LGIP-General Capital Savings	
LGIP-#1 Capital Savings	66,899.57
LGIP-#2 Operational Checking	12,625.69
LGIP-#3 2% Dues Savings	138,257.43
LGIP-#4 Sick Leave Payout	63,160.03
LGIP-#5 Medical Equip Upgrades	35,898.57
LGIP-#6 Special Events/Donation	26,380.75
LGI-#7 New Fire Station	5,092.93
Total LGIP-General Capital Savings	348,314.97
Total Checking/Savings	1,280,230.08
Other Current Assets	
Location Study A/R from Municip	6,880.51
Mold & Roof Project	49,476.16
Total Other Current Assets	56,356.67
Total Current Assets	1,336,586.75
Other Assets	
Equipment Purchased by Grant	105,004.35
Total Other Assets	105,004.35
TOTAL ASSETS	1,441,591.10
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Location Study Payable	770.51
Health Insurance payable	6,006.21
WI State Income tax payable	2,530.84
Life Insurance Payable EE	90.10
WI Retirement Payable	13,157.95
Union Dues Payable	1,922.23
Payroll Liabilities	474.42
Total Other Current Liabilities	24,952.26
Total Current Liabilities	24,952.26
Long Term Liabilities	
Future Sick Pay Payable	61,000.00
Total Long Term Liabilities	61,000.00
Total Liabilities	85,952.26
Equity	
Retained Earnings	908,993.64
Net Income	446,645.20
Total Equity	1,355,638.84
TOTAL LIABILITIES & EQUITY	1,441,591.10

HOLMEN AREA FIRE DEPARTMENT

Profit & Loss

January 1 through July 24, 2026

	Jan 1 - Jul 24, 26
Ordinary Income/Expense	
Income	
2% Fire Protection Equipmnet	68,651.88
Income-Budget	1,478,475.00
Capital /Reserve Income	37,500.00
Grants	969.35
Income-Interest	904.46
Income-Interest-Special	7,560.83
Donations/Grants	6,127.16
Total Income	1,600,188.68
Expense	
CAPITAL EXPENDITURES	
Building -Capital Expenditures	12,577.00
EMS-Capital Expenditures	83,196.71
Fire-Capital Expenditures	6,135.48
Total CAPITAL EXPENDITURES	101,909.19
OPERATIONAL EXPENDITURES	
Wages	
SALARY/WAGES EXPENSE	
Employee Benefit Health	119,766.10
Employee Retirement Career	83,964.30
Insurance-Life	832.93
Insurance-Work-Comp	12,703.20
Officer Salary	61,205.70
Salary	470,484.39
Salary -OT	96,359.88
Acting Pay	370.00
FLSA	7,604.13
Holiday Pay	27,771.84
Parttime Wages	1,261.64
Payroll-Tax Expense	51,389.97
Capital Wage Reimbursement	36,000.00
SALARY/WAGES EXPENSE - Ot...	-300.00
Total SALARY/WAGES EXPENSE	969,414.08
Total Wages	969,414.08
BUILDING	
Building Maintenance/Repair	1,186.83
Grounds Maintenance	422.84
Supplies	1,437.42
Total BUILDING	3,047.09
EMS	
Lease/Air/Oxygen	964.61
Replacement-EMS	621.57
Supplies	1,314.14
Training	569.60
Total EMS	3,469.92
FIRE	
Professional Dues/Licenses	1,541.00
Batteries	44.97
Conventions/Conferences	729.95
Repairs & Maintenance	2,474.88
Replacement -Fire	287.61
Supplies	3,162.83
Training	1,156.31
Uniform Clothing	8,145.45
Total FIRE	17,543.00

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Cash Basis

HOLMEN AREA FIRE DEPARTMENT**Profit & Loss**

January 1 through July 24, 2026

	Jan 1 - Jul 24, 26
INSURANCE	
Insurance-General	2,627.36
Total INSURANCE	2,627.36
OFFICE	
Human Resources/Business Support	3,355.00
Accounting Services	5,800.00
Attorney/Support	367.50
Computer Maintenance	11,942.31
Office Software	6,067.23
Office Supplies	735.76
Postage	156.00
Telephone/Cell-Phones/Internet	4,325.87
Total OFFICE	32,749.67
UTILITIES	
Electricity	8,309.47
Water/Sewer/Runoff	3,346.68
Total UTILITIES	11,656.15
VEHICLES	
Fuel	6,992.20
Repairs & Maintenance	4,134.82
Total VEHICLES	11,127.02
Total OPERATIONAL EXPENDITURES	1,051,634.29
Total Expense	1,153,543.48
Net Ordinary Income	446,645.20
Net Income	446,645.20

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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	68,651.88	93,739.00	-25,087.12	73.2%
Income-Budget	1,478,475.00	1,971,300.00	-492,825.00	75.0%
Capital /Reserve Income	37,500.00	50,000.00	-12,500.00	75.0%
Grants	969.35			
Income-Interest	904.46			
Income-Interest-Special	7,560.83			
Donations/Grants	6,127.16			
Total Income	1,600,188.68	2,115,039.00	-514,850.32	75.7%
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	83,196.71	5,000.00	78,196.71	1,663.9%
Fire-Capital Expenditures	6,135.48	30,000.00	-23,864.52	20.5%
Total CAPITAL EXPENDITURES	101,909.19	128,739.00	-26,829.81	79.2%
OPERATIONAL EXPENDITURES				
Wages				
SALARY/WAGES EXPENSE				
Employee Benefit Health	119,766.10	267,705.76	-147,939.66	44.7%
Employee Retirement Career	111,176.86	178,107.94	-66,931.08	62.4%
Insurance-DWD Compensation	0.00	5,750.16	-5,750.16	0.0%
Insurance-Life	832.93	2,311.19	-1,478.26	36.0%
Insurance-Work-Comp	12,703.20	30,000.00	-17,296.80	42.3%
Officer Salary	61,205.70	106,100.80	-44,895.10	57.7%
Salary	470,484.39	852,259.70	-381,775.31	55.2%
Salary -OT	96,359.88	186,061.78	-89,701.90	51.8%
Acting Pay	370.00	1,835.00	-1,465.00	20.2%
FLSA	7,604.13	18,262.71	-10,658.58	41.6%
Holiday Pay	27,771.84	38,632.65	-10,860.81	71.9%
Parttime Wages	1,261.64	5,000.00	-3,738.36	25.2%
Payroll-Tax Expense	51,389.97	92,423.68	-41,033.71	55.6%
Capital Wage Reimbursement	36,000.00			
SALARY/WAGES EXPENSE - Other	-300.00			
Total SALARY/WAGES EXPENSE	996,626.64	1,784,451.37	-787,824.73	55.9%
Total Wages	996,626.64	1,784,451.37	-787,824.73	55.9%
BUILDING				
Building Maintenance/Repair	1,186.83	3,000.00	-1,813.17	39.6%
Grounds Maintenance	422.84	2,500.00	-2,077.16	16.9%
Supplies	1,437.42	4,000.00	-2,562.58	35.9%

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Cash Basis

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

	Jan - Dec 26	Budget	\$ Over Budget	% of Budget
Total BUILDING	3,047.09	9,500.00	-6,452.91	32.1%
EMS				
Lease/Air/Oxygen	964.61	1,500.00	-535.39	64.3%
Repairs & Maintenance	0.00	250.00	-250.00	0.0%
Replacement-EMS	621.57	650.00	-28.43	95.6%
Supplies	1,314.14	3,173.00	-1,858.86	41.4%
Training	569.60	1,000.00	-430.40	57.0%
Total EMS	3,469.92	6,573.00	-3,103.08	52.8%
FIRE				
Professional Dues/Licenses	1,541.00	2,000.00	-459.00	77.1%
Fire Prevention/Pub Education	0.00	500.00	-500.00	0.0%
Batteries	44.97	300.00	-255.03	15.0%
Conventions/Conferences	729.95	4,000.00	-3,270.05	18.2%
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	3,162.83	5,000.00	-1,837.17	63.3%
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	8,145.45	13,000.00	-4,854.55	62.7%
Total FIRE	17,543.00	40,050.00	-22,507.00	43.8%
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 Suppor	3,355.00	15,000.00	-11,645.00	22.4%
Accounting Services	5,800.00	9,000.00	-3,200.00	64.4%
Attorney/Support	367.50	3,025.63	-2,658.13	12.1%
Computer Maintenance	11,942.31	14,700.00	-2,757.69	81.2%
Office Software	6,067.23	18,700.00	-12,632.77	32.4%
Office Supplies	735.76	2,000.00	-1,264.24	36.8%
Postage	156.00	300.00	-144.00	52.0%
Telephone/Cell-Phones/Internet	4,325.87	9,000.00	-4,674.13	48.1%
Total OFFICE	32,749.67	71,725.63	-38,975.96	45.7%
UTILITIES				
Electricity	8,309.47	13,000.00	-4,690.53	63.9%
Heating/Cooling	0.00	1,000.00	-1,000.00	0.0%
Water/Sewer/Runoff	3,346.68	4,000.00	-653.32	83.7%
Total UTILITIES	11,656.15	18,000.00	-6,343.85	64.8%

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07/22/26

Cash Basis

HOLMEN AREA FIRE DEPARTMENT

Profit & Loss Budget vs. Actual

January through December 2026

	Jan - Dec 26	Budget	\$ Over Budget	% of Budget
VEHICLES				
Fuel	6,992.20	20,000.00	-13,007.80	35.0%
Repairs & Maintenance	4,134.82	14,000.00	-9,865.18	29.5%
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	11,127.02	38,500.00	-27,372.98	28.9%
Total OPERATIONAL EXPENDITURES	1,078,846.85	1,986,300.00	-907,453.15	54.3%
Total Expense	1,180,756.04	2,115,039.00	-934,282.96	55.8%
Net Ordinary Income	419,432.64	0.00	419,432.64	100.0%
Net Income	419,432.64	0.00	419,432.64	100.0%

3:07 PM

07/07/26

HOLMEN AREA FIRE DEPARTMENT

Check Detail

July 7, 2026

ITEM 7c

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17948	07/07/2026	Bound Tree Medica...		Park Bank Checking		-1,244.81
					Supplies	-154.82	154.82
					EMS-Capital Expen...	-1,089.99	1,089.99
TOTAL						-1,244.81	1,244.81
Check	17949	07/07/2026	Coaches Corner S...		Park Bank Checking		-1,504.95
					Uniform Clothing	-1,504.95	1,504.95
TOTAL						-1,504.95	1,504.95
Check	17950	07/07/2026	ENGELSON & ASS...		Park Bank Checking		-890.00
					Accounting Services	-890.00	890.00
TOTAL						-890.00	890.00
Check	17951	07/07/2026	GALLS		Park Bank Checking		-143.49
					Uniform Clothing	-143.49	143.49
TOTAL						-143.49	143.49
Check	17952	07/07/2026	O'REILLY AUTO P...		Park Bank Checking		-194.89
					Repairs & Maintena...	-194.89	194.89
TOTAL						-194.89	194.89
Check	17953	07/07/2026	Stetter Electric		Park Bank Checking		-667.50
					Building Maintenanc...	-667.50	667.50
TOTAL						-667.50	667.50
Check	17954	07/07/2026	VILLAGE OF HOLM...		Park Bank Checking		-1,200.89
					Water/Sewer/Runoff	-1,200.89	1,200.89
TOTAL						-1,200.89	1,200.89

3:07 PM

07/07/26

HOLMEN AREA FIRE DEPARTMENT

Check Detail

July 7, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17955	07/07/2026	VISA		Park Bank Checking		-4,481.41
					Mold & Roof Project	-3,231.43	3,231.43
					Conventions/Confer...	-623.20	623.20
					Professional Dues/Li...	-153.00	153.00
					Supplies	-239.68	239.68
					Telephone/Cell-Pho...	-234.10	234.10
TOTAL						-4,481.41	4,481.41
Check	17956	07/07/2026	VISION DESIGN G...		Park Bank Checking		-60.00
					Office Software	-60.00	60.00
TOTAL						-60.00	60.00

3:54 PM

07/21/26

HOLMEN AREA FIRE DEPARTMENT

Check Detail

July 22, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17960	07/22/2026	AIRGAS NORTH C...		Park Bank Checking		-67.01
					Lease/Air/Oxygen	-67.01	67.01
TOTAL						-67.01	67.01
Check	17961	07/22/2026	Bound Tree Medica...		Park Bank Checking		-1,428.94
					Supplies	-228.95	228.95
					EMS-Capital Expen...	-1,199.99	1,199.99
TOTAL						-1,428.94	1,428.94
Check	17962	07/22/2026	FIRE SAFTEY USA		Park Bank Checking		-204.90
					Supplies	-204.90	204.90
TOTAL						-204.90	204.90
Check	17963	07/22/2026	GUNDERSEN HEA...		Park Bank Checking		-15.00
					Supplies	-15.00	15.00
TOTAL						-15.00	15.00
Check	17964	07/22/2026	HOLMEN ACE HAR...		Park Bank Checking		-230.04
					Batteries	-26.98	26.98
					Supplies	-97.94	97.94
					Repairs & Maintena...	-105.12	105.12
TOTAL						-230.04	230.04
Check	17965	07/22/2026	KWIK TRIP		Park Bank Checking		-1,205.55
					Fuel	-1,205.55	1,205.55
TOTAL						-1,205.55	1,205.55

3:54 PM

07/21/26

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 July 22, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17966	07/22/2026	McMahon Associat...		Park Bank Checking		-180.00
					Human Resources/...	-180.00	180.00
TOTAL						-180.00	180.00
Check	17967	07/22/2026	Melde Plumbing LLC		Park Bank Checking		-132.29
					Mold & Roof Project	-132.29	132.29
TOTAL						-132.29	132.29
Check	17968	07/22/2026	ULINE~		Park Bank Checking		-45.00
					Supplies	-45.00	45.00
TOTAL						-45.00	45.00
Check	17969	07/22/2026	THE UNIFORM SH...		Park Bank Checking		-363.75
					Uniform Clothing	-363.75	363.75
TOTAL						-363.75	363.75
Check	17970	07/22/2026	ZOLL Medical Corp...		Park Bank Checking		-700.50
					EMS-Capital Expen...	-700.50	700.50
TOTAL						-700.50	700.50

Memo



To: Holmen Area Fire Department Board of Directors

From: Fire Chief Ryan Ostreng

cc:

Date: July 6, 2026

Re: FY2027 WI DNR Forest Fire Protection Grant

RECOMMENDATION:

Approve acceptance of the 2027 Wisconsin DNR Forest Fire Protection (FFP) Grant, if awarded, and authorize the required local match of up to \$1,599.50.

BACKGROUND:

The Wisconsin DNR Forest Fire Protection Grant provides funding for wildfire and grass fire prevention, preparedness, and suppression equipment. The grant reimburses up to 50% of eligible project costs, with the remaining 50% funded by the local agency.

Applications for the 2027 grant cycle were due July 1, 2026, with award notifications anticipated on October 1, 2026. Reimbursement requests must be submitted by April 15, 2027.

DISCUSSION:

Due to the July 1 application deadline, HAFD submitted a grant application totaling \$3,198.99. Proposed purchases include:

- One backpack leaf blower with an integrated water tank for grass fire suppression operations.
- Five additional VHF pagers to support emergency response communications.

If awarded, the grant would reimburse 50% of project costs. HAFD's required match for the full award would be \$1,599.50.

ACTION REQUESTED:

Approve acceptance of the 2027 Wisconsin DNR Forest Fire Protection Grant, if awarded, and authorize the expenditure of the required local match up to \$1,599.50.

Forest Fire Protection (FFP) Grant Application

Form 4300-119 (R 04/2026) Page 1 of 4

Notice: Pursuant to s. 26.145, Wis. Stats., ch. NR 47 subchs. I and VIII, Wis. Adm. Code, and Cooperative Forestry Assistance Act as amended by the Forest Stewardship Act of 1990, this application must be completed to apply for a forest fire protection grant. The Department will be unable to process your application unless complete information is provided. Personal information collected will be used for administrative purposes and may be provided to requesters to the extent required by Wisconsin's Public Records Law (ss. 19.31-19.39, Wis. Stats.).

Instructions: Fill out form completely. Initial screening of applications will be made solely from the information given on the application. Applications must be received on or before midnight July 1st. Mail applications must be postmarked on or before July 1st.

Part 1: Applicant Information

Applicant Name (Fire Department or County/Area Fire Association Name)

Holmen Area Fire Department

Department/Association Mailing Address

710 S. Main Street

City

Holmen

State

WI

ZIP Code

54636

Applicant Type: (select only one) ☒ Fire Department ☐ County/Area Fire Association

Name of Individual Authorized to Act on Behalf of Applicant

Ryan Ostreng

Title

Fire Chief

Daytime Phone Number of Authorized Representative

(608) 526-9363

Secondary Phone Number

(608) 399-8226

Email Address

rostreng@holmenfire.com

Fax Number

County

La Crosse

DNR Region

WCR

[DNR Contact Information](#)

Local DNR Forester/Ranger Name

Tony Marinello

DNR Forestry District

SW

In which [Fire Response Unit \(FRU\)](#) is the applicant fire department located? If fire department is not in a DNR-organized protection area, the FRU is "CO-OP".

CNW

Fire Department ID (FDID)

32040-HOLMEN AREA FIRE DEPT

MOU Date

3/12/2020

Has a more recent MOU been submitted?

☐ Yes ☐ No

Unique Entity ID (SAM): LFJ9Y8M3RC79 (If your department does not have this ID, go to SAM.gov to obtain one.)

• Will your fire department(s) be NIMS compliant? ☒ Yes ☐ No

• Total number of wildland fire incidents last year: 3 (wildland fires include: grass, woods, forest, marsh, etc.)

• Approximate acreage burned last year: 1.5 (one acre = one football field)

• Number of non-mutual aid communities served by this applicant: Cities: 1 Villages: 1 Townships: 1 Tribal Govts: 1

• Does the applicant fire department or county/area fire association serve federal lands? If Yes, select all that apply:

☐ US Forest Service

☒ US Fish & Wildlife Service

☐ National Park Service

☐ Bureau of Indian Affairs

• Would the applicant fire department or county/area fire assoc. be interested in receiving DNR wildland fire training? ☐ Yes ☐ No

Part 2: Fire Department Applicants Only – Scoring Criteria and Eligibility Information

Criteria	Response	Available Points	Generated Points
1. Does the applicant fire department have a signed DNR MOU for Mutual Aid and Fire Suppression Services (Form 4300-061 R 12/11 or newer)? Note: If No, your fire department is not eligible to apply.	☒ Yes ☐ No	10	
2. Does the applicant fire department <u>serve</u> areas within a DNR-organized protection area?	☒ Yes ☐ No	10	
3. Does the applicant fire department provide, <u>without cost to DNR</u> , initial-attack forest fire suppression within a DNR-organized protection area or on DNR state lands?	☒ Yes ☐ No	10	
4. Do the <u>majority</u> of the current members of the applicant fire department meet the NFPA 1051 standards for wildland fire fighting training? Note: Includes any wildland fire training that meets NFPA 1051 standards. DNR Wildland Fire Training Information .	☒ Yes ☐ No	10	
5. Did the applicant fire department receive a DNR Forest Fire Protection grant award in the last grant cycle?	☒ Yes ☐ No	10	

Part 2 Total Points

Part 3: County/Area Fire Association Applicants Only – Scoring Criteria and Eligibility Information

Criteria	Response	Available Points	Generated Points
1. Did the applicant fire association receive a DNR Forest Fire Protection (FFP) grant in the last grant cycle?	☐ Yes ☐ No	10	
2. Does the applicant fire association <u>serve</u> areas within a DNR-organized protection area?	☐ Yes ☐ No	10	

The following questions will be scored by DNR:

1. Number of fire departments that are current members of the fire association:			
2. Number of current member fire departments with a Memorandum of Understanding (MOU) that serve DNR-organized protection areas within their service area:			
3. Number of current member fire departments that serve the areas designated by DNR as cooperative (CO-OP) forest fire control areas:			

Part 3 Total Points**Part 4: Grant Funding Requested by Category – Itemized List**

Category	Item Description	Qty	Cost/Item	Total	Category Total
Personal Protective Equipment (PPE)					
Training					
Prevention					
Tools / Equipment	Leaf blower/mister	1	753.99	753.99	
					753.99
Communication Equipment	Pagers, max \$500, 5 pager limit (\$250 grant funds)	5	489.00	2,445.00	

Part 4: Grant Funding Requested by Category – Itemized List

Category	Item Description	Qty	Cost/Item	Total	Category Total
					2,445.00
Dry Hydrant Installation # _____					
Mapping					
Off-Road Vehicles; ATV/RTV/UTV					

FIRE DEPARTMENTS:

Max: \$10,000 (Total Eligible Project Costs ≥ \$20,000)

Min: \$750 (Total Eligible Project Costs ≥ \$1,500)

COUNTY/AREA FIRE ASSOCIATIONS:

Max: \$25,000 (Total Eligible Project Costs ≥ \$50,000)

Min: \$5,000 (Total Eligible Project Costs ≥ \$10,000)

Total Project Cost 3,198.99

Applicant Cost Share 1,599.50

DNR Cost Share 1,599.49

Project Description: Please use this space to more specifically describe the items listed on the previous page, for example, make and model #, or any other details. **THIS SECTION MUST BE COMPLETED IF YOU ARE APPLYING TO PURCHASE RADIOS. PLEASE PROVIDE RADIO MAKE AND MODEL.**

The 1 leaf blower/mister is a Stihl SR 450 58oz Backpack Sprayer that would be purchased with a government rebate through Holmen Ace Hardware.

The 5 pagers are Motorola Minitor 7 VHF 5-Frequency UL rated pagers.

Part 5: Additional information to be included with this grant application**For County/Area Association Applicants Only:**

- A list of member fire departments identifying which departments serve DNR organized forest fire control areas.
- A copy of the association's constitution and bylaws (applies to first-time county/area fire association applicants only).

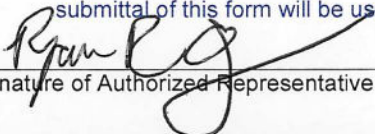
Part 6: Certification

I certify that, to the best of my knowledge:

- (a) the information contained in this application and attachments is correct and true;
- (b) the local cost share monies are not proceeds from any other federal grant program;
- (c) the organization has the ability and intention to finance and execute this project if a grant is approved;
- (d) all fire departments included as county association members on this application are not requesting grant funds under any other county fire association grant application this grant cycle; and
- (e) this grant request meets all applicable National Fire Protection Association (NFPA) requirements and P25 conventional standards.

I further understand and agree that any grant funds subsequently awarded as a result of this application shall be used in compliance with s. 26.145, Wis. Stats.; ch. NR 47, subch. I and VIII, Wis. Adm. Code; Cooperative Forestry Assistance Act as amended by Forest Stewardship Act of 1990.

NOTE: Please type your name on the signature line. The email message generated from electronic submittal of this form will be used as an electronic signature.


Signature of Authorized Representative

06/30/26
Date Signed

SUBMIT APPLICATION TO THE FFP GRANT MANAGER BY JULY 1st:

- **Email:** DNRFFPGrantProgram@wisconsin.gov
- **Mail:** WI Department of Natural Resources - 3911 Fish Hatchery Road; Fitchburg, WI 53711

FFP WEBSITE: <https://dnr.wi.gov/Aid/ForestFireProtection.html>

ITEM 8a

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	108	-5
JUNE	76	-4	90	14	98	8	83	-15	88	5	91	3	94	3	97	3	111	14	110	-1
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	715	106

CALL TYPES RESPONDED TO FOR JUNE

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
Fire	4
Medical	78
Hazardous Situation	4
Rescue	0
Public Service	5
No Emergency	18
Assisting Law Enforcement	1
	110



Holmen Area Fire Department

710 S Main St, Holmen, WI 54636

608-526-9363

www.holmenfire.com



June 2026

2026 HAFD Incidents By Municipality

Report Pulled On: 07/14/2026

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	Structure Fire	1
No Emergency		4
		Total: 5
Incident Location Zone Number (itfilIncident.008): Farmington		
Fire	Structure Fire	1
		Total: 1
Incident Location Zone Number (itfilIncident.008): La Crosse		
Medical	Illness	1
		Total: 1
Incident Location Zone Number (itfilIncident.008): Medary		
No Emergency		1
		Total: 1
Incident Location Zone Number (itfilIncident.008): Town of Holland		
Fire	Structure Fire	1
Medical	Illness	8
Medical	Injury/Trauma	2
No Emergency	False Alarm	1
		Total: 12
Incident Location Zone Number (itfilIncident.008): Town of Onalaska		
No Emergency	False Alarm	1
		Total: 1
Incident Location Zone Number (itfilIncident.008): Village of Holmen		
		1
Fire	Outside Fire	1
Hazardous Situation	Hazard Non-Chemical	1
Hazardous Situation	Hazardous Materials	2
Hazardous Situation	Investigation	1
Medical	Illness	43
Medical	Injury/Trauma	17
Medical	Other	7
No Emergency		7
No Emergency	False Alarm	4
Public Service	Alarms (Non Medical)	1
Public Service	Citizen Assist	4
		Total: 89
		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

Memo



To: Holmen Area Fire Department Board Directors
From: Fire Chief Ryan Ostreng
cc:
Date: July 21, 2026
Re: McMahon Interviews and Project Status Meeting

McMAHON STUDY ACTIVITIES COMPLETED

Since the project kickoff, McMahon Associates has continued gathering information and input from participating stakeholders to support development of the fire department shared services feasibility study.

Completed milestones include:

- Virtual Project Team Kick-Off Meeting – May 13, 2026
- In-Person Stakeholder Interviews – June 1, 2026
- Virtual Findings Meeting – July 21, 2026

These activities have allowed the McMahon project team to collect stakeholder perspectives, review provided data and documentation, and identify common themes emerging throughout the study process.

FINDINGS MEETING

On July 21, 2026, McMahon conducted a virtual Findings Meeting with project team participants to review preliminary observations and discuss areas requiring additional review. The presentation slides follow this memo.

Topics discussed included:

- Review of information obtained during stakeholder interviews.

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- Identification of common concerns and themes expressed among discussion groups.
- Questions and clarification regarding preliminary findings.
- Identification of additional information that may strengthen and augment the final report.
- Discussion regarding innovation grant funding opportunities and potential impacts on future recommendations.

McMahon representatives emphasized that their goal is to develop achievable recommendations that can be successfully implemented by participating organizations and not become just another study that sits on a shelf.

NEXT STEPS

McMahon will continue reviewing information and incorporating supplemental data identified during the Findings Meeting.

The next major project milestone is the Recommendations Meeting for project team members in early September 2026, where draft recommendations and potential service delivery options will be presented for review and discussion.

Please let me know if you have any questions or need additional information as we move toward the Recommendations Meeting.

McMahon Public Safety & Municipal Management Group

Robert Whitaker
July 21, 2026

Cooperative Fire Services Feasibility Study Project Status Meeting



McMAHON
ENGINEERS ARCHITECTS

Project To Date

- Interviews:
 - Fire Chief and Command Staff
 - Union Representatives
 - Onalaska Mayor
 - Holmen Village President
 - Holland Town Chairperson
 - Onalaska City Administrator
 - Holmen Village Administrator
- Analysis
 - Development and Growth Plans
 - Fire Department Records:
 - Organizational Charts
 - Budget Data
 - Response Data
 - Training Information
 - Inspection Information
 - Deployment Strategies
 - ISO Reports
 - Tour of Fire Department Facilities
 - Review apparatus/vehicles

Project Status Summary

- Staffing is the most significant challenge facing both Departments
 - Onalaska: 6 personnel per shift with a 4 person minimum staffing
 - Holmen: 4 personnel per shift with a 4 person minimum staffing
 - Administrative staff is stretched thin and is challenged to accomplish oversight of training and inspections/code enforcement.
- Both Departments recently commissioned studies of current facilities and options for future facility changes:
 - Onalaska: Current facility is in good shape, however a two-station model with a new station to the southeast and north would better serve the operations.
 - Holmen: Current facility is in need of major updates/replacement. Additional stations will assist in reducing response time. Report addresses several options for two-station and three-station models.

Project Status Summary

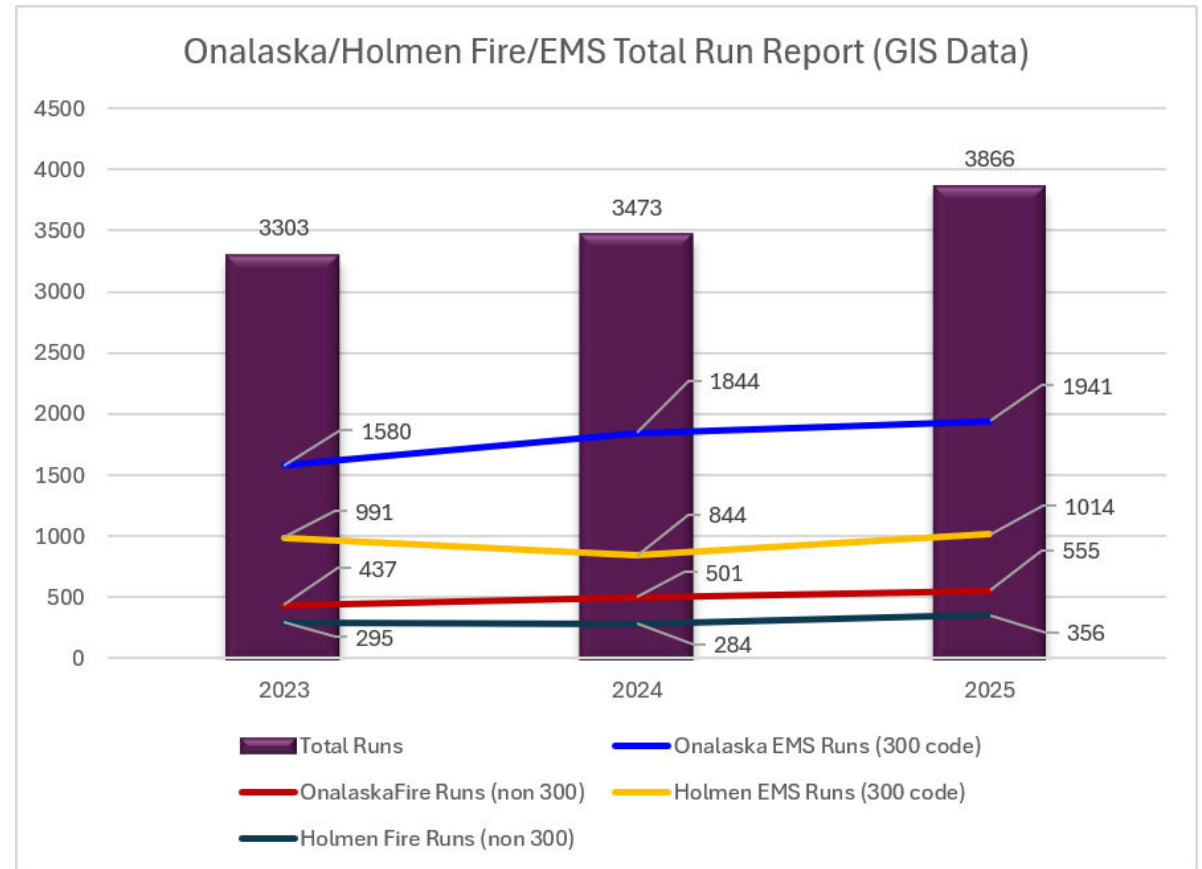
- Both Departments have similar operational philosophies
- Similar training approaches in both Departments
- Existing successful cooperation through mutual aid and joint training
- Few concerns regarding firefighter-to-firefighter compatibility

Calls for Service

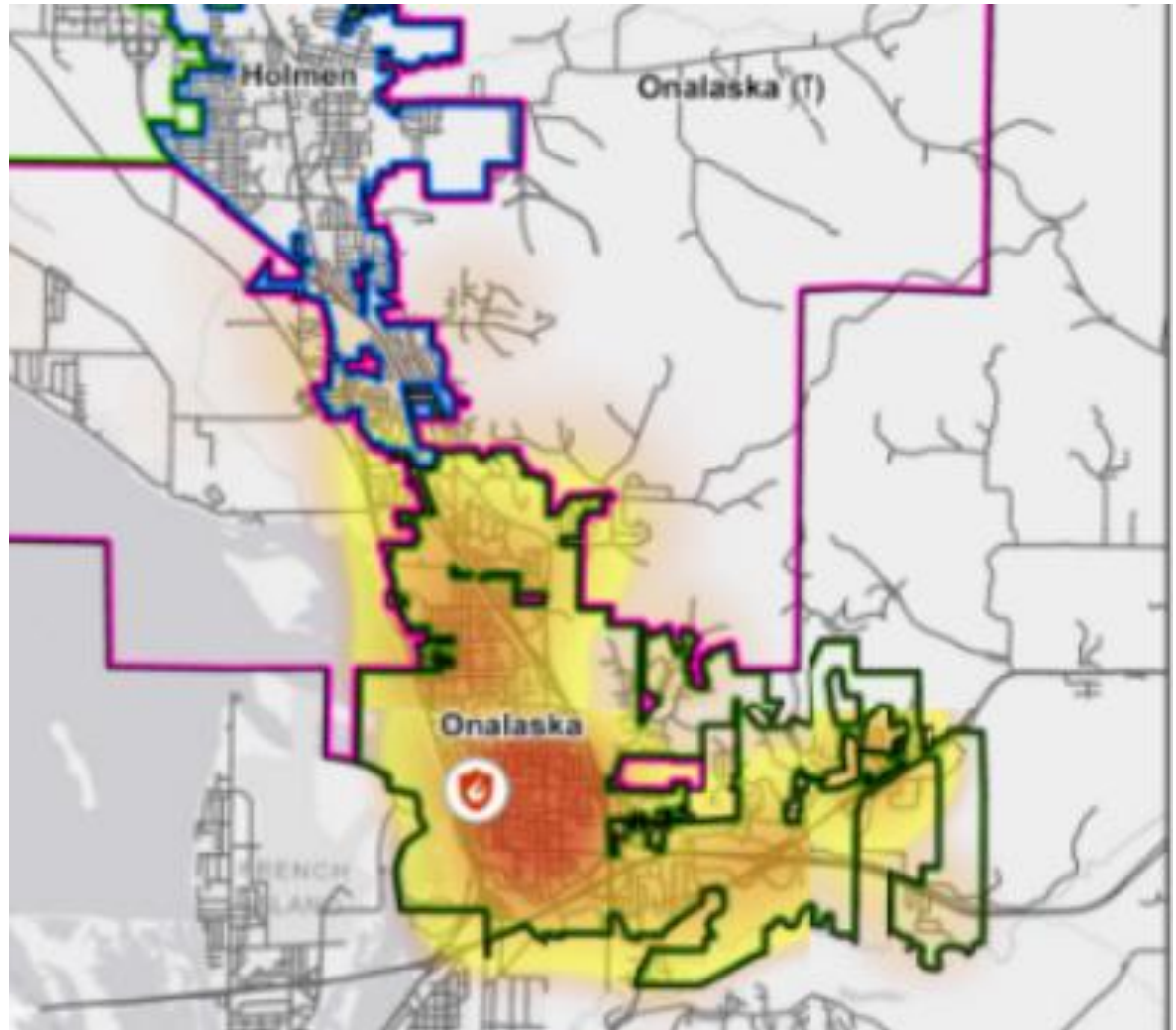
- Calls for Service have increased 22% over the last five years.
- Majority of increase is for EMS activity.
- Calls for Service in 2024 and 2025 are split approximately 60%/65% Onalaska Fire and 40%/35% Holmen Fire
- McMahon Team continues to work on assigning calls to actual municipalities

Calls for Service					
	2021	2022	2023	2024	2025
Holmen Area Fire Department	1,250	1,416	1,311	1,132	1,372
Onalaska Fire Department	1,920	2,022	2,227	2,227	2,498
TOTAL - BOTH DEPARTMENTS	3,170	3,438	3,538	3,359	3,870

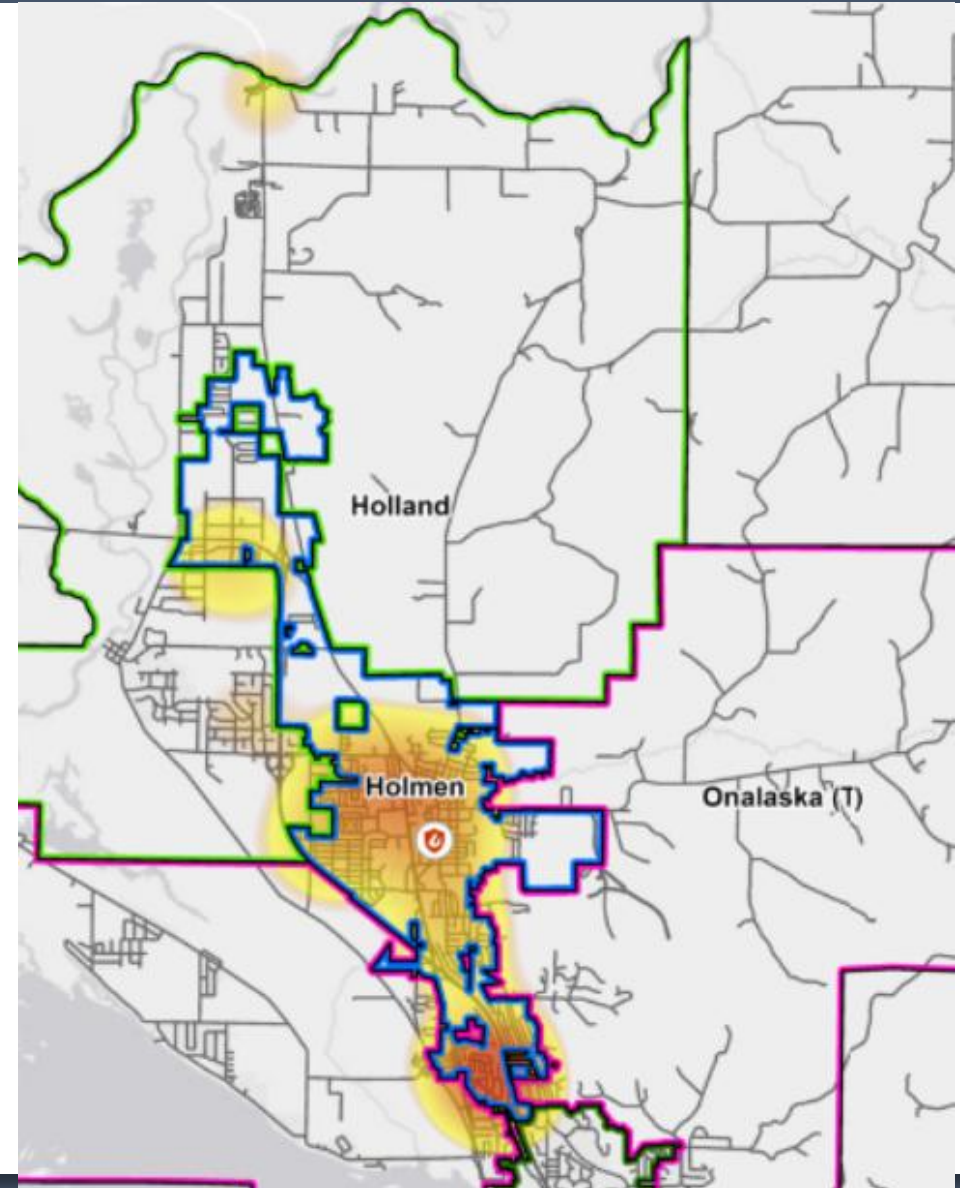
Calls for Service



Onalaska Calls for Service (2023-2025)



Holmen Calls for Service (2023-2025)



Population

Population					
	2021	2022	2023	2024	2025
City of Onalaska	19,650	19,276	19,578	19,972	20,475
Town of Onalaska	5,906	5,875	5,875	5,902	5,935
Town of Holland	4,338	4,603	4,608	4,635	4,658
Village of Holmen	11,167	11,560	11,794	12,060	12,358
TOTAL POPULATION	41,061	41,314	41,855	42,569	43,426

Wisconsin Department of Revenue Population Projections				
	2025 Reported	2030 Projection	2040 Projection	2050 Projection
City of Onalaska	20,475	20,285	21,356	22,151
Town of Onalaska	5,935	5,820	5,720	5,582
Town of Holland	4,658	4,872	5,115	5,294
Village of Holmen	12,358	13,386	15,711	17,690
TOTAL POPULATION	43,426	44,363	47,902	50,717

Interviews

Consensus from all interviews was that staffing and service capacity need to be addressed

Major investments in facilities are needed

Operating cost sustainability is the biggest challenge

Interest at both elected/appointed official level and fire department levels in how shared services can improve service delivery

Broad interest from elected/appointed officials in shared or co-located facility along CTH OT.

Recognition that shared/consolidated services alone will not solve staffing challenges

Interviews

- Key Risk and Potential Conflicts
 - Cost sharing inequities
 - Disagreement over capital and operating cost allocations
 - Trust and Intergovernmental Tension
 - Growth Imbalances
 - Lack of communication with labor, residents and other stakeholder groups as collaborative efforts are established
 - Additional staff is needed in both Departments - how is that funded in a stand-alone model or shared model?

Interviews

- Opportunities for Future Sharing:
 - Requires a transparent cost allocation model
 - Requires clear governance
 - Incremental collaboration builds trust for future collaboration
 - Joint facility planning was identified as a common theme for collaboration
 - Training and Inspection Services
 - Apparatus duplication



Next Steps

- McMahon Team begins developing recommendations for report.
- Recommendations Review Meeting with Project Team
- Draft of written report
- Final presentations

Questions / Comments

Memo



To: Holmen Area Fire Department Board Directors

From: Fire Chief Ryan Ostreng

cc:

Date: July 22, 2026

Re: Fire Station Mold Remediation Project Update

PURPOSE

To provide the Board of Directors with a status update on the fire station mold remediation and roof repair project, including temporary relocation, project progress, and anticipated timelines.

BACKGROUND

The mold remediation and roof repair project required temporary relocation of staff and phased construction activities to allow contractor access and complete necessary facility repairs.

CURRENT STATUS

Temporary Relocation

- Staff were relocated to temporary apartment housing beginning May 19, 2026.
- Staff began moving out of the apartments and returned to sleeping quarters at the fire station on July 22, 2026.
- Staff are currently transitioning furnishings and equipment back into the living quarters area.
- Apartment move-out inspections scheduled for August 3, 2026.

Completed Work

- Electrical work associated with meeting room fan removal completed – Stetter Electric
- Drop ceiling removed – Lappins

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- Meeting room fan removed – Lappins
- Wet blown-in ceiling insulation removed – Lappins
- Drywall and batt insulation removed from south wall of day room – Lappins
- Partial drywall removal in administrative office (south wall) – Lappins
- Mold remediation completed – Lappins
- Sealing of wall seams, wall bases, and window frames completed – Lappins
- Metal cap installed over window tops – Lappins
- Roof opening from meeting room fan sealed – First American Roofing & Siding
- Roof covering installed – First American Roofing & Siding
- Dorm room drain plugged – Melde Plumbing
- South wall insulation, drywall, taping, and painting completed – Lappins
- Lighting fixtures, air diffusers, return air grilles, smoke detectors, and jump ducts installed - Lappins
- Drop ceiling installation completed – Midwest Ceiling Systems

Ongoing Activities

- Multiple rounds of deep cleaning are underway.
- Day room furnishings and office equipment are being moved back into the living quarters area.
- Final restoration efforts remain focused on the fire administration office, which requires limited spot painting, evaluation of installing a composite/vinyl flooring, and evaluation of installing a mounting rack for station network components (was evaluated in 2021 but never implemented).

OPERATIONAL IMPACT

Operations have remained fully in service throughout the project.

Personnel have returned to normal station sleep accommodations and are moving other functions into the station living quarters after deep cleaning. Administrative functions continue to operate from a temporary apparatus bay office area while final work in the fire administration office is completed.

FISCAL IMPACT

Costs associated with the mold remediation and roofing project continue to be tracked under Other Current Assets – Mold & Roof Project on the Balance Sheet.

A detailed expenditure spreadsheet is follows in this memo.

SUMMARY

Contracted work associated with the mold remediation and roof repair project is complete. Remaining activities are primarily departmental cleanup, re-occupancy of station living quarters spaces, and minor restoration efforts within the fire administration office. Barring the discovery of any deficiencies requiring corrective action during the next several weeks, the project should be complete (except for fire administration office) with personnel functioning in all spaces of the fire station by July 31, 2026.

2026 Station Mold Costs (From LGIP #1 - Capital Savings)								
Station Mold/Roof Project Budget		\$ 70,000.00	(Taken From LGIP#1 - Capital Savings)					
Trans Date	Trans Number	Invoice Number	Supplier/Vendor Name	Check Date	Check Number	Credit/Debit	Description	Note
4/1/26	1		Three Amigos - Halfway Creek Apts			\$ (3,050.00)	Three Amigos Apartment April Rent	
4/6/26	2		VISA	5/5/26	17904	\$ (1,570.59)	Three Amigos Apartments May Rent	Apartment Rent Conf # 1262-BB10
4/6/26	3		VISA	5/5/26	17904	\$ (1,570.59)	Three Amigos Apartments May REnt	Apartment Rent Conf # 74F1-0A40
4/7/26	4		VISA	5/5/26	17904	\$ (60.42)	Menards - Apartment Supplies	Shower Curtains, Entrance Mats, Shower Rugs
4/7/26	5		Holmen Ace Hardware	5/18/26	17914	\$ (5.38)	Rental Apartment Supplies	
5/2/26	6	38848	MCS Networks	6/1/26	19727	\$ (315.95)	Temporary Routing of Fire Station Network Cables	
5/6/26	7		Lappins			\$ (13,987.00)	Lappins Down Payment	
5/20/26	8		VISA	7/7/26	17955	\$ (11.08)	Dollar Tree - Apartment Supplies	
5/20/26	9		Holmen Ace Hardware	6/15/26	17935	\$ (55.56)	Apartment Supplies	Dishwand, Dawn, Plastic Hooks, Spray Mop
6/1/26	10		VISA	7/7/26	17955	\$ (1,603.25)	Three Amigos Apartments June Rent	Apartment Rent Conf # B002-BF90
6/1/26	11		VISA	7/7/26	17955	\$ (1,617.10)	Three Amigos Apartments June Rent	Apartment Rent Conf # 3C60-DDB0
6/22/26	12	2026-5316-1	First American Roofing & Siding, Inc	3/22/26	17947	\$ (25,496.95)	Roof Covering	
7/7/26	13		Melde Plumbing	7/22/26	17967	\$ (132.29)	Install Floor Drain Cap and P-Trap Non Evap Liquid	
7/24/26	14	3609	Midwest Ceiling Systems & Supply			\$ (4,623.00)	Install Drop Ceiling Track and Tiles	
TOTAL REMAINING STATION MOLD/ROOF BUDGET						\$ 15,900.84	TOTAL BUDGET AMOUNT SPENT (\$54,099.16)	

Memo



To: Holmen Area Fire Department Board of Directors
From: Fire Chief Ryan Ostreng
cc:
Date: July 22, 2026
Re: Approval of Reliant Fire Apparatus Proposal #808

RECOMMENDATION

Approval of Reliant Fire Apparatus Proposal #808 for a Pierce Ultimate Configuration (PUC) pumper on a Velocity chassis through the HGACBuy cooperative purchasing consortium.

BACKGROUND

HAFD operates with a daily minimum staffing level of four personnel. Because off-duty staffing availability cannot be guaranteed, the first-arriving apparatus must be equipped to effectively manage the broad range of incidents routinely encountered by the department.

The proposed apparatus is designed to serve as HAFD's primary all-hazards response vehicle and provide the equipment, water capacity, and operational capabilities necessary to support fire suppression, EMS, rescue, hazardous materials, water rescue, and special operations responses.

DISCUSSION

All-Hazards Response Vehicle

The proposed apparatus will provide all-hazard capability and flexibility through:

- 1,000-gallon onboard water tank
- Plumbed deck gun for rapid initial large-volume water application
- Increased hose capacity
- Dedicated EMS storage and access

Proudly Serving the Town of Holland and Village of Holmen

- Expanded compartment space for rescue, hazmat, water rescue, and special operations equipment

This configuration allows a four-person crew to respond with equipment necessary to effectively initiate management of a wide range of emergencies from a single apparatus.

Fleet Standardization and Familiarity

Staff selected the Pierce Ultimate Configuration (PUC) platform to maintain consistency with HAFD's current fleet. The department currently operates two Pierce Manufacturing apparatus and has established relationships with Pierce and its support network.

Benefits include:

- Familiar apparatus layout, controls, and pump operations
- Reduced training requirements
- Greater firefighter familiarity when moving between apparatus
- Improved operational efficiency and safety
- Continued access to familiar manufacturer support, service, and training resources

Maintaining a common platform allows personnel to transition between apparatus with minimal adjustment and supports long-term fleet management efficiencies.

Regional Collaboration

The proposed platform also aligns with apparatus currently utilized by the Onalaska Fire Department, creating opportunities for:

- Improved mutual aid interoperability
- Shared familiarity and knowledge with apparatus and pump systems
- Potential future fleet maintenance and management collaboration

ACTION REQUESTED

Approval of Reliant Fire Apparatus Proposal #808 for a Pierce Ultimate Configuration (PUC) pumper on a Velocity chassis through the HGACBuy cooperative purchasing consortium.

RELIANT FIRE APPARATUS, INC.

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



July 21, 2026

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

Proposal Detail: Reliant Fire Apparatus Proposal #808 dated June 8, 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. This pricing is based on the apparatus purchased through HGAC, all discounts have been applied for a Consortium purchase. The pricing information for the Proposal Detail is as follows:

Pricing Summary:

Base Unit Price Prior to Payment Discount Options Detailed Below: \$1,308,675.00

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.
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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	July 2026	Order/Lease Start	Order/Lease Start	Order/Lease Start
Estimated Delivery:	Per Contract	July 2027	\$196,153.47	\$148,276.92	\$129,733.50
Cost:	\$1,306,625.00	July 2028	\$196,153.47	\$148,276.92	\$129,733.50
Estimated Prepayment Discount:	\$160,000.00	July 2029	\$196,153.47	\$148,276.92	\$129,733.50
Amount Financed:	\$1,146,625.00	July 2030	\$196,153.47	\$148,276.92	\$129,733.50
* <i>Effective rate</i> 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 June 25, 2025 and are fixed at closing.		July 2031	\$196,153.47	\$148,276.92	\$129,733.50
		July 2032	\$196,153.47	\$148,276.92	\$129,733.50
		July 2033	\$196,153.47	\$148,276.92	\$129,733.50
		July 2034		\$148,276.92	\$129,733.50
		July 2035		\$148,276.92	\$129,733.50
		July 2036		\$148,276.92	\$129,733.50
		July 2037			\$129,733.50
		July 2038			\$129,733.50
		Rates	4.72%	4.97%	5.05%
		Effective Rates	1.26%	2.37%	2.80%



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.

** Some Volunteer Fire Departments depending on legal structure might not receive a “non-appropriation” clause and may have to hold a public hearing to receive tax-exempt interest.*

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.

Pierce Financial Solutions Program Advantage



The same logic behind our custom chassis applies to our financial services: Tailor the product to the department, not the other way around.



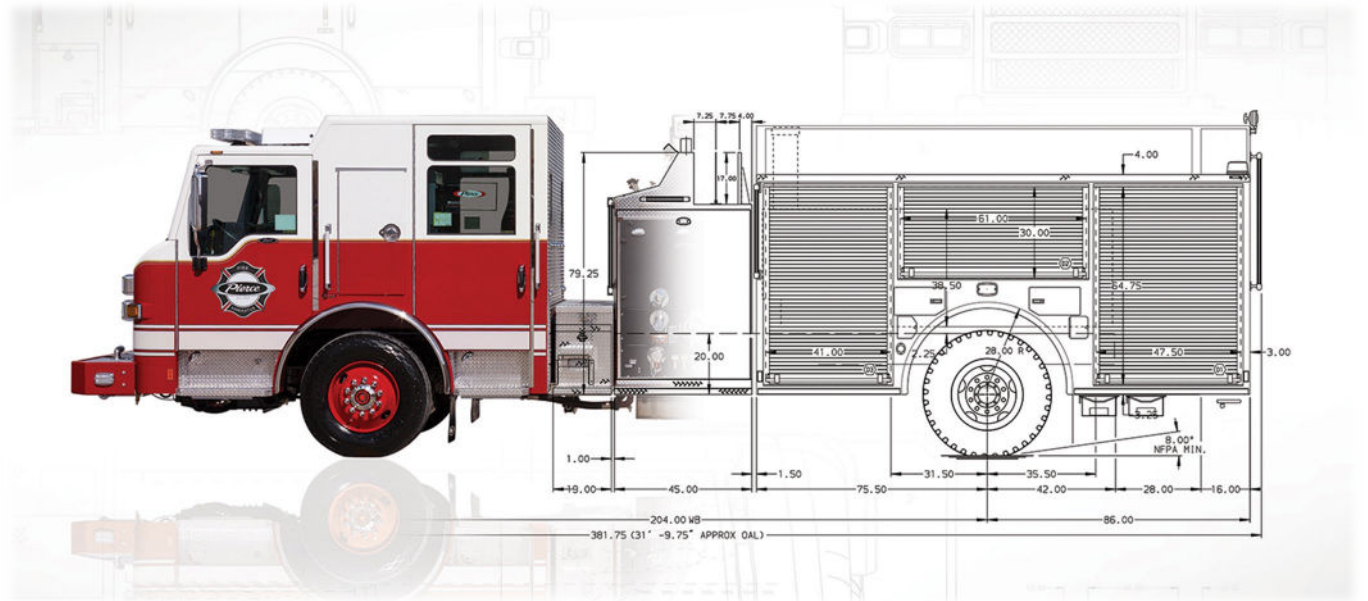
Pierce and PNC Bank (4th largest bank-owned leasing company in U.S.) partner to provide a tax-exempt municipal leasing program that has financed > \$1.5 Billion in Pierce Apparatus!



Pierce Financial Solutions Program Advantages:

- 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
- Quick approvals that can bypass voter referendums

Customized Financing



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



Finance Program Options

All kinds of plans for all kinds of departments

Lease Purchase Plan

A lease purchase financing plan allows municipalities to make payments to own the apparatus at the end of the lease term. With a lease purchase plan, you can pay for the apparatus gradually over time, allowing municipalities to use available capital for operations or other needs. 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. 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. 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).



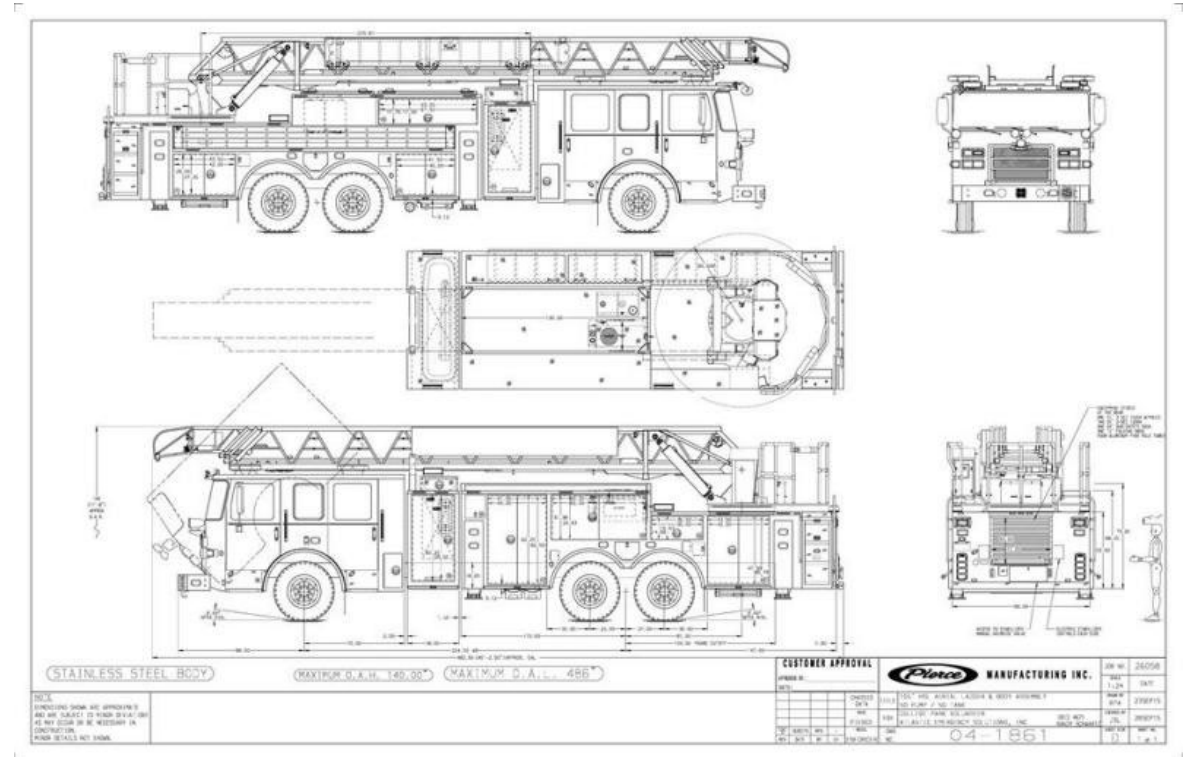
Choose a turn-in lease if:

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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We make it easy to get behind the wheel of your new Pierce.