



HOLMEN AREA FIRE DEPARTMENT

FIRE BOARD

AGENDA

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

Date/Time: Monday August 17, 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 **August 17, 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. 07/27/2026
- 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. July 2026 incident/activity report
 - b. Staffing/personnel updates
 - c. Fleet update
 - d. Facility update
 - e. General
- 9.) Update on new fire station project
- 10.) Update on existing fire station mold mitigation activities
- 11.) Consideration of new fire pumper specifications



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- 12.) 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
- 13.) Reconvene in Open Session
- 14.) Reservation of right for action and/or recommendation on Closed Session items
- 15.) Announcement and Future Agenda Items
- 16.) Next Regular Meeting – Tentative 09/15/2026
- 17.) 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: 08/13/2026

Notices Posted: 08/13/2026

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 – July 27th, 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: Rick Hauser, Jeff Herlitzke, Patrick Barlow, Travis Elam

Absent: None

Guests: Chief Ostreng, Fire Department staff

4. Consideration of Agenda Order

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

5. Approval of Meeting Minutes

Herlitzke motioned to approve the meeting minutes with a correction to a typo relating to First American Roofing. Second, by Barlow. Motion carried unanimously.

6. Resident or Employee Concerns/Comments

Fire department staff stated they were happy to be back into the station after living in the apartments near the station while the mold issue was mitigated.

7. Financial Review (Treasurer)

- a. Current balance sheet
 - a. There were no questions or concerns raised by the Board.
- b. Current profit and loss - budget versus actual
 - a. Herlitzke noted the department was on track regarding the budget and had used 55.8% of the budget.
- c. Check detail
 - a. The Board questioned payments to Stetter electric. Chief Ostreng noted that there was a power surge that seemed to cause some issues with electrical in the building, specifically regarding the generator and some lighting. In addition to the fixes, Stetter relocated some outlets and some low voltage wiring.
- d. Approval of quotes and invoices

DRAFT MINUTES

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

- a. There were no quotes or invoices for the Board to review.
- e. Special topics
 - a. Chief Ostreng explained that he applied for the WI DNR Forest Fire Protection Grant and that he was requesting approval from the Board to continue. Specifically, he applied for a backpack blower for forest fire fighting and VHF pagers for firefighters. Herlitzke moved to approve the WI DNR Forest Fire Protection Grant application as presented. Second, by Elam. Motion carried unanimously.
- f. Donations
 - a. No donations were presented to the Board.

8. Fire Administration Report (Chief Ostreng)

- a. June 2026 incident/activity report
 - a. The Board reviewed the June 2026 incident/activity report. Chief Ostreng stated that the department responded to 110 calls in June and had responded to 715 calls year-to-date. June's call volume was one call below the previous month. Chief Ostreng noted that the call volume was mostly medical calls per usual. Chief Ostreng highlighted notable calls for the month.
 - b. Board members questioned the calls categorized as Injury/Trauma. Fire department staff noted that those were mostly falls and that the department was called for lift assists involving injuries.
- b. Staffing/personnel updates
 - a. No updates were provided.
- c. Fleet update
 - a. No updates were provided.
- d. Facility update
 - a. Chief Ostreng deferred this discussion to later in the agenda.
- e. General
 - a. No updates were provided.

G. Fire commission report

No Fire Commission report was provided because the Fire Commission did not meet.

10. Update on Fire Department collaboration workgroup

Chief Ostreng noted that the work group had completed a variety of milestones for collaboration, including the kickoff meeting, stakeholder interviews, and the findings meeting. The Board questioned if all parties were still interested in continuing the collaboration. Chief Ostreng stated he believed all parties were still interested and that another meeting was scheduled for September 2026.

11. Update on new fire station project

DRAFT MINUTES

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

Village of Holmen members requested an update from the Town of Holland board members following their town meetings with residents.

Town of Holland members explained that feedback received during their meetings and through mailers indicated general agreement that there was a need for a new fire station. Town of Holland members noted that they received a lot of feedback from residents regarding a two-station scenario instead of a single larger station. The justification for the two-station scenario was to spread the tax burden over multiple years. Town of Holland members also explained that residents were concerned about the proposed 15-million-dollar project and wanted to see it closer to 10 million with a more equitable split.

Town of Holland members stated the discussion on the fire station project had reached an impasse due to the cost of the project and the soon-to-expire boundary agreement between the Village of Holmen and the Town of Holland.

Village of Holmen members questioned the sample size of the feedback received from Town of Holland residents and asked if that was truly representative of what the people of the Town of Holland thought.

Town of Holland members reiterated that the people of the Town of Holland fundamentally disagreed with the current Holmen Area Fire District contract and the 50-50 split that occurred due to the Town of Onalaska pulling out of the contract when they left the fire district.

The Board discussed the current proposed station and a two-station scenario. Chief Ostreng noted that the bulk of the new proposed station square footage was due to planning for future personnel growth and that the majority of the space for the trucks and equipment remained the same. Chief Ostreng noted that he never received direction from the Board to pursue a two-station scenario.

Village of Holmen members explained that the village already incurred additional costs for the purchase of the land for the new fire station in addition to the future costs to run utilities to the building during its development. Town of Holland members disagreed.

Town of Holland members stated that they wanted to revisit the capital expenditures contract. The Board discussed this at great length and Village of Holmen members noted that if the contract was revisited and a 70-30 split was agreed upon there would be no reason to have the Fire Board since the Village of Holmen would have the majority stake and send the Town of Holland a bill for services instead.

Town of Holland members stated that contracting for fire services from the Village of Holmen remained an option.

Town of Holland members stated they reached out to Town of Onalaska regarding rejoining the Fire District and that the current board stated they had no intent to rejoin.

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Chief Ostreng stated that in order for him to move the project forward in any way both municipalities needed to come up with a hard number that he could bring back to Wendel Five Bugles.

12. Update on existing fire station mold mitigation activities

Chief Ostreng notified the Board that they found a leak in the building but that it was due to AC condensation and that it was resolved right away. Chief Ostreng stated that the project was mostly complete. Approximately \$54,099.16 in expenses had been recorded, with approximately \$13,000 in additional expenses incurred but not yet reflected. The final project cost was not yet available but was expected to be close to the approved budget.

13. Consideration of new fire pumper specifications

Chief Ostreng presented the final new fire pumper specifications for the Board's consideration. Village of Holmen members noted that the village was in support of moving forward with the purchase of the new fire pumper and was flexible on all payment options.

Town of Holland members questioned paying for the truck upfront given the approximately four-year delivery lead time. Chief Ostreng noted that cost savings were available by purchasing the truck in advance by locking in pricing for the truck.

Town of Holland representatives stated that they would go back to their board to discuss financing options for the truck. No action was taken by the Board.

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

Hauser motioned to reconvene in open session. Second, by Barlow. Motion carried unanimously. Board reconvened in open session at 9:08 p.m.

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

No action was taken on closed session items.

17. Announcement and Future Agenda Items

There were no announcements or future agenda items.

18. Next Regular Meeting

The next regular meeting was tentatively scheduled for August 18, 2026. The Board discussed potentially moving the meeting to August 17, 2026.

DRAFT MINUTES

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

1G. Adjourn

Hauser motioned to adjourn. Second, by Herlitzke. Motioned carried unanimously. The meeting adjourned at 9:10 p.m.

Minutes by Travis E. Elam, Secretary

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1:59 PM
08/13/26
Cash Basis

HOLMEN AREA FIRE DEPARTMENT
Balance Sheet
As of July 31, 2026

	Jul 31, 26
ASSETS	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	880,567.63
Total Park Bank	880,567.63
LGIP-General Capital Savings	
LGIP-#1 Capital Savings	67,108.44
LGIP- #2 Operational Checking	12,665.11
LGIP- # 3 2% Dues Savings	138,689.08
LGIP-#4 Sick Leave Payout	63,357.22
LGIP- #5 Medical Equip Upgrades	36,010.65
LGIP-#6 Special Events/Donation	26,463.11
LGI- #7 New Fire Station	5,108.83
Total LGIP-General Capital Savings	349,402.44
Total Checking/Savings	1,229,970.07
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	1,286,326.74
Other Assets	
Equipment Purchased by Grant	105,004.35
Total Other Assets	105,004.35
TOTAL ASSETS	1,391,331.09
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Location Study Payable	770.51
Health Insurance payable	55.29
WI State Income tax payable	723.97
Life Insurance Payable EE	-16.46
WI Retirement Payable	6,631.44
Union Dues Payable	560.71
Payroll Liabilities	474.42
Total Other Current Liabilities	9,199.88
Total Current Liabilities	9,199.88
Long Term Liabilities	
Future Sick Pay Payable	61,000.00
Total Long Term Liabilities	61,000.00
Total Liabilities	70,199.88
Equity	
Retained Earnings	908,993.64
Net Income	412,137.57
Total Equity	1,321,131.21
TOTAL LIABILITIES & EQUITY	1,391,331.09

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08/13/26
Cash Basis

HOLMEN AREA FIRE DEPARTMENT
Profit & Loss
January through July 2026

	Jan - Jul 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	1,092.65
Income-Interest-Special	8,648.30
Donations/Grants	6,127.16
Total Income	1,601,464.34
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	141,534.90
Employee Retirement Career	97,379.93
Insurance-Life	832.93
Insurance-Work-Comp	12,703.17
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 - Other	-300.00
Total SALARY/WAGES EXPENSE	1,004,598.48
Total Wages	1,004,598.48
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 through July 2026

	Jan - Jul 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	8,908.36
Water/Sewer/Runoff	3,346.68
Total UTILITIES	12,255.04
VEHICLES	
Fuel	6,992.20
Repairs & Maintenance	4,134.82
Total VEHICLES	11,127.02
Total OPERATIONAL EXPENDITURES	1,087,417.58
Total Expense	1,189,326.77
Net Ordinary Income	412,137.57
Net Income	412,137.57

HOLMEN AREA FIRE DEPARTMENT

Balance Sheet

As of August 22, 2026

	Aug 22, 26
ASSETS	
Current Assets	
Checking/Savings	
Park Bank	
Park Bank Checking	796,738.56
Total Park Bank	796,738.56
LGIP-General Capital Savings	
LGIP-#1 Capital Savings	67,108.44
LGIP-#2 Operational Checking	12,665.11
LGIP-#3 2% Dues Savings	138,689.08
LGIP-#4 Sick Leave Payout	63,357.22
LGIP-#5 Medical Equip Upgrades	36,010.65
LGIP-#6 Special Events/Donation	26,463.11
LGI-#7 New Fire Station	5,108.83
Total LGIP-General Capital Savings	349,402.44
Total Checking/Savings	1,146,141.00
Other Current Assets	
Location Study A/R from Municip	6,880.51
Mold & Roof Project	73,070.62
Total Other Current Assets	79,951.13
Total Current Assets	1,226,092.13
Other Assets	
Equipment Purchased by Grant	105,004.35
Total Other Assets	105,004.35
TOTAL ASSETS	1,331,096.48
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Other Current Liabilities	
Dental Ins payable	44.48
Vision Payable	34.16
Location Study Payable	770.51
Health Insurance payable	3,098.77
WI State Income tax payable	2,442.11
Life Insurance Payable EE	36.82
WI Retirement Payable	13,167.29
Union Dues Payable	1,922.23
Payroll Liabilities	474.42
Total Other Current Liabilities	21,990.79
Total Current Liabilities	21,990.79
Long Term Liabilities	
Future Sick Pay Payable	61,000.00
Total Long Term Liabilities	61,000.00
Total Liabilities	82,990.79
Equity	
Retained Earnings	908,993.64
Net Income	339,112.05
Total Equity	1,248,105.69
TOTAL LIABILITIES & EQUITY	1,331,096.48

HOLMEN AREA FIRE DEPARTMENT

Profit & Loss

January 1 through August 22, 2026

	Jan 1 - Aug 22, 26
Ordinary Income/Expense	
Income	
2% Fire Protection Equipmnet	101,405.55
Income-Budget	1,478,475.00
Capital /Reserve Income	37,500.00
Grants	969.35
Income-Interest	1,092.65
Income-Interest-Special	8,648.30
Donations/Grants	6,127.16
Total Income	1,634,218.01
Expense	
CAPITAL EXPENDITURES	
Building -Capital Expenditures	12,577.00
EMS-Capital Expenditures	84,110.20
Fire-Capital Expenditures	6,135.48
Total CAPITAL EXPENDITURES	102,822.68
OPERATIONAL EXPENDITURES	
Wages	
SALARY/WAGES EXPENSE	
Employee Benefit Health	141,534.90
Employee Retirement Career	97,379.93
Insurance-Life	832.93
Insurance-Work-Comp	12,703.17
Officer Salary	69,366.46
Salary	535,758.79
Salary -OT	112,940.51
Acting Pay	550.00
FLSA	8,183.93
Holiday Pay	27,771.84
Parttime Wages	1,481.39
Payroll-Tax Expense	58,351.13
Capital Wage Reimbursement	36,000.00
SALARY/WAGES EXPENSE - Other	-300.00
Total SALARY/WAGES EXPENSE	1,102,554.98
Total Wages	1,102,554.98
BUILDING	
Building Maintenance/Repair	1,860.62
Grounds Maintenance	585.15
Supplies	1,625.81
Total BUILDING	4,071.58
EMS	
Lease/Air/Oxygen	1,032.86
Replacement-EMS	621.57
Supplies	1,356.11
Training	569.60
Total EMS	3,580.14
FIRE	
Professional Dues/Licenses	1,541.00
Batteries	44.97
Conventions/Conferences	729.95
Repairs & Maintenance	2,549.88
Replacement -Fire	322.80
Supplies	3,284.20
Training	1,491.95
Uniform Clothing	8,805.26
Total FIRE	18,770.01

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Cash Basis

HOLMEN AREA FIRE DEPARTMENT**Profit & Loss**

January 1 through August 22, 2026

	Jan 1 - Aug 22, 26
INSURANCE	
Insurance-General	2,627.36
Total INSURANCE	2,627.36
OFFICE	
Human Resources/Business Support	3,589.00
Accounting Services	6,705.00
Attorney/Support	367.50
Computer Maintenance	11,942.31
Office Software	6,127.23
Office Supplies	1,384.94
Postage	156.00
Telephone/Cell-Phones/Internet	4,846.52
Total OFFICE	35,118.50
UTILITIES	
Electricity	8,908.36
Water/Sewer/Runoff	3,346.68
Total UTILITIES	12,255.04
VEHICLES	
Fuel	8,320.52
Repairs & Maintenance	4,985.15
Total VEHICLES	13,305.67
Total OPERATIONAL EXPENDITURES	1,192,283.28
Total Expense	1,295,105.96
Net Ordinary Income	339,112.05
Net Income	339,112.05

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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	101,405.55	93,739.00	7,666.55	108.2%
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	1,092.65			
Income-Interest-Special	8,648.30			
Donations/Grants	6,127.16			
Total Income	1,634,218.01	2,115,039.00	-480,820.99	77.3%
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	84,110.20	5,000.00	79,110.20	1,682.2%
Fire-Capital Expenditures	6,135.48	30,000.00	-23,864.52	20.5%
Total CAPITAL EXPENDITURES	102,822.68	128,739.00	-25,916.32	79.9%
OPERATIONAL EXPENDITURES				
Wages				
SALARY/WAGES EXPENSE				
Employee Benefit Health	141,534.90	267,705.76	-126,170.86	52.9%
Employee Retirement Career	124,611.64	178,107.94	-53,496.30	70.0%
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	12,703.17	30,000.00	-17,296.83	42.3%
Officer Salary	69,366.46	106,100.80	-36,734.34	65.4%
Salary	535,758.79	852,259.70	-316,500.91	62.9%
Salary -OT	112,940.51	186,061.78	-73,121.27	60.7%
Acting Pay	550.00	1,835.00	-1,285.00	30.0%
FLSA	8,183.93	18,262.71	-10,078.78	44.8%
Holiday Pay	27,771.84	38,632.65	-10,860.81	71.9%
Parttime Wages	1,481.39	5,000.00	-3,518.61	29.6%
Payroll-Tax Expense	58,351.13	92,423.68	-34,072.55	63.1%
Capital Wage Reimbursement	36,000.00			
SALARY/WAGES EXPENSE - Other	-300.00			
Total SALARY/WAGES EXPENSE	1,129,786.69	1,784,451.37	-654,664.68	63.3%
Total Wages	1,129,786.69	1,784,451.37	-654,664.68	63.3%
BUILDING				
Building Maintenance/Repair	1,860.62	3,000.00	-1,139.38	62.0%
Grounds Maintenance	585.15	2,500.00	-1,914.85	23.4%
Supplies	1,625.81	4,000.00	-2,374.19	40.6%

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08/13/26

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	4,071.58	9,500.00	-5,428.42	42.9%
EMS				
Lease/Air/Oxygen	1,032.86	1,500.00	-467.14	68.9%
Repairs & Maintenance	0.00	250.00	-250.00	0.0%
Replacement-EMS	621.57	650.00	-28.43	95.6%
Supplies	1,356.11	3,173.00	-1,816.89	42.7%
Training	569.60	1,000.00	-430.40	57.0%
Total EMS	3,580.14	6,573.00	-2,992.86	54.5%
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	2,549.88	2,750.00	-200.12	92.7%
Replacement -Fire	322.80	2,000.00	-1,677.20	16.1%
Supplies	3,284.20	5,000.00	-1,715.80	65.7%
Testing/Insp	0.00	1,000.00	-1,000.00	0.0%
Training	1,491.95	4,000.00	-2,508.05	37.3%
Uniform Clothing	8,805.26	13,000.00	-4,194.74	67.7%
Total FIRE	18,770.01	40,050.00	-21,279.99	46.9%
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	3,589.00	15,000.00	-11,411.00	23.9%
Accounting Services	6,705.00	9,000.00	-2,295.00	74.5%
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	6,127.23	18,700.00	-12,572.77	32.8%
Office Supplies	1,384.94	2,000.00	-615.06	69.2%
Postage	156.00	300.00	-144.00	52.0%
Telephone/Cell-Phones/Internet	4,846.52	9,000.00	-4,153.48	53.9%
Total OFFICE	35,118.50	71,725.63	-36,607.13	49.0%
UTILITIES				
Electricity	8,908.36	13,000.00	-4,091.64	68.5%
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	12,255.04	18,000.00	-5,744.96	68.1%

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08/13/26

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	8,320.52	20,000.00	-11,679.48	41.6%
Repairs & Maintenance	4,985.15	14,000.00	-9,014.85	35.6%
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	13,305.67	38,500.00	-25,194.33	34.6%
Total OPERATIONAL EXPENDITURES	1,219,514.99	1,986,300.00	-766,785.01	61.4%
Total Expense	1,322,337.67	2,115,039.00	-792,701.33	62.5%
Net Ordinary Income	311,880.34	0.00	311,880.34	100.0%
Net Income	311,880.34	0.00	311,880.34	100.0%

8:08 AM

08/05/26

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 August 5, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
					Grounds Maintenance	-162.31	162.31
TOTAL						-162.31	162.31
Check	17980	08/05/2026	VISA		Park Bank Checking		-5,365.48
					Mold & Roof Project	-3,822.43	3,822.43
					Training	-335.64	335.64
					Repairs & Maintena...	-41.11	41.11
					Supplies	-188.39	188.39
					Telephone/Cell-Pho...	-234.10	234.10
					Uniform Clothing	-117.83	117.83
					Supplies	-11.94	11.94
					Repairs & Maintena...	-75.00	75.00
					Office Supplies	-539.04	539.04
TOTAL						-5,365.48	5,365.48
Check	17981	08/05/2026	VISION DESIGN G...		Park Bank Checking		-60.00
					Office Software	-60.00	60.00
TOTAL						-60.00	60.00
Check	17982	08/05/2026	LASER PRINTER C...		Park Bank Checking		-110.14
					Office Supplies	-110.14	110.14
TOTAL						-110.14	110.14

8:08 AM

08/05/26

HOLMEN AREA FIRE DEPARTMENT
Check Detail
August 5, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17972	08/05/2026	Bound Tree Medica...		Park Bank Checking		-913.49
					EMS-Capital Expen...	-913.49	913.49
TOTAL						-913.49	913.49
Check	17973	08/05/2026	Coaches Corner S...		Park Bank Checking		-80.10
					Uniform Clothing	-80.10	80.10
TOTAL						-80.10	80.10
Check	17974	08/05/2026	GALLS		Park Bank Checking		-83.94
					Uniform Clothing	-83.94	83.94
TOTAL						-83.94	83.94
Check	17975	08/05/2026	Midwest Ceiling Sy...		Park Bank Checking		-4,623.00
					Mold & Roof Project	-4,623.00	4,623.00
TOTAL						-4,623.00	4,623.00
Check	17976	08/05/2026	O'REILLY AUTO P...		Park Bank Checking		-41.98
					Supplies	-41.98	41.98
TOTAL						-41.98	41.98
Check	17977	08/05/2026	OVERHEAD DOOR ...		Park Bank Checking		-640.82
					Building Maintenanc...	-640.82	640.82
TOTAL						-640.82	640.82
Check	17978	08/05/2026	Reliant Fire Appar...		Park Bank Checking		-708.57
					Repairs & Maintena...	-708.57	708.57
TOTAL						-708.57	708.57
Check	17979	08/05/2026	RIVER CITY LAWN...		Park Bank Checking		-162.31

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08/13/26

HOLMEN AREA FIRE DEPARTMENT
Check Detail
 August 14, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17983	08/14/2026	AIRGAS NORTH C...		Park Bank Checking		-68.25
				Lease/Air/Oxygen		-68.25	68.25
TOTAL						-68.25	68.25
Check	17984	08/14/2026	ENGELSON & ASS...		Park Bank Checking		-905.00
				Accounting Services		-905.00	905.00
TOTAL						-905.00	905.00
Check	17985	08/14/2026	CLAREY'S SAFETY...		Park Bank Checking		-168.10
				Supplies		-67.45	67.45
				Repairs & Maintena...		-100.65	100.65
TOTAL						-168.10	168.10
Check	17986	08/14/2026	GALLS		Park Bank Checking		-277.99
				Uniform Clothing		-277.99	277.99
TOTAL						-277.99	277.99
Check	17987	08/14/2026	HOLMEN ACE HAR...		Park Bank Checking		-74.94
				Supplies		-41.97	41.97
				Building Maintenanc...		-32.97	32.97
TOTAL						-74.94	74.94
Check	17988	08/14/2026	KWIK TRIP		Park Bank Checking		-1,328.32
				Fuel		-1,328.32	1,328.32
TOTAL						-1,328.32	1,328.32
Check	17989	08/14/2026	LAPPINS INC		Park Bank Checking		-15,149.03
				Mold & Roof Project		-15,149.03	15,149.03
TOTAL						-15,149.03	15,149.03

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08/13/26

HOLMEN AREA FIRE DEPARTMENT

Check Detail

August 14, 2026

Type	Num	Date	Name	Item	Account	Paid Amount	Original Amount
Check	17990	08/14/2026	McMahon Associat...		Park Bank Checking		-234.00
					Human Resources/...	-234.00	234.00
TOTAL						-234.00	234.00
Check	17991	08/14/2026	MWSCO		Park Bank Checking		-35.19
					Replacement -Fire	-35.19	35.19
TOTAL						-35.19	35.19
Check	17992	08/14/2026	THE UNIFORM SH...		Park Bank Checking		-99.95
					Uniform Clothing	-99.95	99.95
TOTAL						-99.95	99.95

Memo



To: Holmen Area Fire Department Board Directors

From: Fire Chief Ryan Ostreng

cc:

Date: August 14, 2026

Re: SFY27 WI DHS EMS Funding Assistance Program (FAP) Award Administration

PURPOSE

The purpose of this memo is to authorize the Fire Chief to administer any Wisconsin Department of Health Services (DHS) EMS Funding Assistance Program (FAP) award received by the Holmen Area Fire Department for State Fiscal Year 2027.

BACKGROUND

The Holmen Area Fire Department has submitted an application for the Wisconsin DHS EMS Funding Assistance Program (FAP) for State Fiscal Year 2027. The program provides supplemental funding for eligible EMS equipment, supplies, and training.

In SFY 2026, FAP funding was used to purchase two LUCAS mechanical CPR devices and partially fund a second Zoll cardiac monitor/defibrillator. These acquisitions enhanced the department's EMS capabilities and were completed outside of the EMS operating budget funded through local tax levy support.

DISCUSSION

If awarded, SFY 2027 FAP funds will be used for eligible EMS-related expenditures in accordance with DHS program requirements. Consistent with prior years, funding will be directed toward EMS needs that are not included in the district's adopted operating budget, allowing the department to enhance capabilities while reducing reliance on local funding sources.

FISCAL IMPACT

FAP funding requires no additional district appropriation and is intended to supplement existing EMS resources while reducing reliance on local funding sources for eligible expenditures.

Award notification and funding distribution are anticipated in November 2026.

RECOMMENDATION

After discussion I recommend the Board authorize the Fire Chief to administer any Wisconsin DHS EMS Funding Assistance Program (FAP) award received for State Fiscal Year 2027 and waive the requirements of Policy 222, Purchasing Policy, for purchases of \$2,500 or more made with FAP funds, provided all expenditures comply with DHS program requirements.

2027 Sneak Peak Draft Budget

ITEM 7e

 HAFD BUDGET	2023 Budget Amended - 4 Person Minimum with CBA Settlement	2024 Adopted Budget	2025 Adopted Budget	2026 Adopted Budget	2027 Draft 1 Budget	Notes
Income						
2% Fire Protection Equipment	\$63,000.00	\$70,000.00	\$85,108.00	\$93,739.00	\$100,000.00	
Income-Budget	\$1,622,683.00	\$1,735,061.20	\$1,885,061.00	\$1,971,300.00	\$2,069,865.00	5.0% Increase
Capital /Reserve Income	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	
Income-Interest	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Interest-Special	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Misc	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Permit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Income-Grants and Donations	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total Income	\$1,785,683.00	\$1,855,061.20	\$2,020,169.00	\$2,115,039.00	\$2,219,865.00	4.96% Increase
Expense						
CAPITAL EXPENDITURES						
2% Fire Protection Equipment Ex	\$18,839.39	\$10,000.00	\$80,000.00	\$78,739.00	\$70,000.00	Note 1
Building -Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	\$15,000.00	\$20,000.00	
EMS-Capital Expenditures	\$10,000.00	\$10,000.00	\$20,000.00	\$5,000.00	\$5,000.00	
Fire-Capital Expenditures	\$20,000.00	\$20,000.00	\$15,000.00	\$30,000.00	\$20,000.00	
Total CAPITAL EXPENDITURES	\$68,839.39	\$60,000.00	\$130,000.00	\$128,739.00	\$115,000.00	
OPERATING EXPENDITURES	\$1,716,843.61	\$1,795,061.19	\$1,885,061.00	\$1,986,300.00	\$2,104,865.00	
TOTAL EXPENDITURES	\$1,785,683.00	\$1,855,061.19	\$2,015,061.00	\$2,115,039.00	\$2,219,865.00	
TOTAL REVENUE	\$1,785,683.00	\$1,855,061.20	\$2,020,169.00	\$2,115,039.00	\$2,219,865.00	
NET	\$0.00	\$0.01	\$5,108.00	\$0.00	\$0.00	
SALARY/WAGES EXPENSE						
Employee Benefit Health	\$253,090.02	\$198,658.20	\$234,600.00	\$267,705.76	\$395,700.84	
Employee Retirement Career	\$138,125.86	\$140,292.10	\$150,689.65	\$178,107.94	\$154,946.50	Note 2
Employee Retirement Volunteer	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Payroll-Tax Expense	\$61,976.13	\$84,019.60	\$88,653.03	\$92,423.68	\$95,671.27	
Insurance-DWD Compensation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Insurance-Life	\$3,393.60	\$3,592.45	\$3,000.06	\$2,311.19	\$2,380.86	
Insurance - Income Continuation	\$0.00	\$5,203.37	\$5,328.66	\$5,750.16	\$2,962.00	
Insurance-Work-Comp	\$30,000.00	\$30,000.00	\$30,000.00	\$30,000.00	\$25,000.00	
Officer Salary	\$105,000.00	\$105,000.00	\$103,000.00	\$106,100.80	\$109,262.40	Note 3
Salary	\$774,284.78	\$793,113.48	\$813,994.27	\$852,259.70	\$878,072.08	Note 4
Overtime	\$96,000.00	\$120,159.00	\$163,608.00	\$173,184.23	\$183,202.39	
Acting Pay	\$840.00	\$1,260.00	\$1,260.00	\$1,835.00	\$1,825.00	
FLSA	\$13,490.22	\$20,827.56	\$21,803.42	\$18,262.71	\$21,169.22	
Holiday Pay	\$56,793.00	\$35,951.57	\$36,898.09	\$38,632.65	\$39,805.36	
Holiday OT	\$0.00	\$11,983.86	\$12,299.36	\$12,877.55	\$13,268.45	
Part Time Wages	\$10,000.00	\$10,000.00	\$6,000.00	\$5,000.00	\$4,000.00	
Fire Adminstration Contract	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Capital Wage Reimbursement		\$36,000.00	\$0.00	\$0.00	\$0.00	
Total SALARY/WAGES EXPENSE	\$1,542,993.61	\$1,596,061.19	\$1,671,134.55	\$1,784,451.38	\$1,927,266.38	8.0% Increase
BUILDING						
Building Maintenance/Repair	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$2,400.00	
Grounds Maintenance	\$3,000.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,000.00	

 HAFD BUDGET	2023 Budget Amended - 4 Person Minimum with CBA Settlement	2024 Adopted Budget	2025 Adopted Budget	2026 Adopted Budget	2027 Draft 1 Budget	Notes
Supplies	\$2,000.00	\$2,500.00	\$4,000.00	\$4,000.00	\$3,200.00	
Total BUILDING	\$8,000.00	\$8,500.00	\$10,000.00	\$9,500.00	\$7,600.00	20.0% Decrease
EMS						
Lease/Air/Oxygen	\$650.00	\$650.00	\$1,200.00	\$1,500.00	\$1,500.00	
Repairs & Maintenance	\$500.00	\$250.00	\$250.00	\$250.00	\$200.00	
Replacement-EMS	\$600.00	\$600.00	\$650.00	\$650.00	\$520.00	
Supplies	\$2,000.00	\$4,000.00	\$4,000.00	\$3,173.00	\$2,538.40	
Training	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$800.00	
Total EMS	\$4,750.00	\$6,500.00	\$7,100.00	\$6,573.00	\$5,558.40	15.4% Decrease
FIRE						
Professional Dues/Licenses	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,600.00	
Fire Prevention/Pub Education	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	
Batteries	\$300.00	\$300.00	\$300.00	\$300.00	\$240.00	
Conventions/Conferences	\$2,500.00	\$2,500.00	\$4,000.00	\$4,000.00	\$3,200.00	
Physicals	\$5,000.00	\$5,000.00	\$5,500.00	\$5,500.00	\$4,400.00	
Repairs & Maintenance	\$3,500.00	\$3,000.00	\$3,000.00	\$2,750.00	\$2,200.00	
Replacement -Fire	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$1,600.00	
Supplies	\$1,500.00	\$4,000.00	\$5,000.00	\$5,000.00	\$4,000.00	
Testing/Insp	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$800.00	
Training	\$5,000.00	\$5,000.00	\$4,000.00	\$4,000.00	\$3,200.00	
Uniform Clothing	\$8,000.00	\$15,000.00	\$14,000.00	\$13,000.00	\$11,000.00	
	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	
Total FIRE	\$31,300.00	\$40,300.00	\$41,300.00	\$40,050.00	\$32,740.00	18.3% Decrease
INSURANCE						
Insurance-General	\$14,000.00	\$14,000.00	\$16,000.00	\$17,500.00	\$17,500.00	
Total INSURANCE	\$14,000.00	\$14,000.00	\$16,000.00	\$17,500.00	\$17,500.00	0% Increase
OFFICE						
Consulting	\$15,000.00	\$0.00	\$0.00	\$0.00	\$0.00	
Human Resources/Business Support	\$5,000.00	\$15,000.00	\$17,500.00	\$15,000.00	\$12,000.00	
Accounting Services	\$8,500.00	\$9,000.00	\$9,000.00	\$9,000.00	\$11,000.00	
Attorney/Support	\$2,000.00	\$3,000.00	\$4,426.45	\$3,025.62	\$2,420.50	
Computer Maintenance	\$11,000.00	\$10,000.00	\$14,700.00	\$14,700.00	\$13,012.06	
Office Software	\$15,000.00	\$18,000.00	\$18,700.00	\$18,700.00	\$16,160.00	
Office Supplies	\$1,000.00	\$1,000.00	\$1,500.00	\$2,000.00	\$1,600.00	
Postage	\$200.00	\$200.00	\$200.00	\$300.00	\$300.00	
Telephone/Cell-Phones/Internet	\$4,500.00	\$9,000.00	\$9,000.00	\$9,000.00	\$8,000.00	
Total OFFICE	\$62,200.00	\$65,200.00	\$75,026.45	\$71,725.62	\$64,492.56	10.1% Decrease
UTILITIES						
Electricity	\$9,000.00	\$14,000.00	\$14,000.00	\$13,000.00	\$13,000.00	
Heating/Cooling	\$1,500.00	\$1,500.00	\$1,500.00	\$1,000.00	\$0.00	
Water/Sewer/Runoff	\$3,100.00	\$4,000.00	\$4,000.00	\$4,000.00	\$5,000.00	
Total UTILITIES	\$13,600.00	\$19,500.00	\$19,500.00	\$18,000.00	\$18,000.00	0% Increase

 HAFD BUDGET	2023 Budget Amended - 4 Person Minimum with CBA Settlement	2024 Adopted Budget	2025 Adopted Budget	2026 Adopted Budget	2027 Draft 1 Budget	Notes
VEHICLES						
Fuel	\$20,000.00	\$25,000.00	\$25,000.00	\$20,000.00	\$16,000.00	
Repairs & Maintenance	\$15,000.00	\$15,000.00	\$15,000.00	\$14,000.00	\$12,107.67	
Testing/Inspection	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$800.00	
Tire Replacement	\$4,000.00	\$4,000.00	\$4,000.00	\$3,500.00	\$2,800.00	
Total VEHICLES	\$40,000.00	\$45,000.00	\$45,000.00	\$38,500.00	\$31,707.67	17.6% Decrease
Total Operating Expenses	\$1,716,843.61	\$1,795,061.19	\$1,885,061.00	\$1,986,300.00	\$2,104,865.00	

Notes

Note 1: \$70,000 of 2026 2% Dues future new vehicle costs.

Note 2: Add an additional \$30,000 from 2% Fire Protection Equipment to pay for part of Employee Retirement.

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

Note 4: Includes 3% staff wage increase per L127 contract.

Note 5: Includes 4,392 hrs to cover staff leave, 96 hrs of staff off-duty training, 224 hrs of emergency callback/backfill, and 108 hrs for Training Captain preparation and instruction.

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	138	2
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	853	108

CALL TYPES RESPONDED TO FOR JULY

<u>INCIDENT TYPE</u>	<u>TOTAL</u>
Fire	4
Medical	103
Hazardous Situation	5
Rescue	0
Public Service	8
No Emergency	16
Assisting Law Enforcement	2
	138



HOLMEN AREA

FIRE DEPARTMENT

710 SOUTH MAIN ST, HOLMEN, WI 54636

608-526-9363

www.holmenfire.com

July 2026

2026 HAFD Incidents By Municipality

Report Pulled On: 08/03/2026

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	Structure Fire	1
Hazardous Situation	Hazard Non-Chemical	1
No Emergency		1
		Total: 3
Incident Location Zone Number (itfilIncident.008): Town of Holland		
Fire	Outside Fire	1
Hazardous Situation	Hazardous Materials	1
Medical	Illness	10
Medical	Injury/Trauma	4
No Emergency	Good Intent	1
		Total: 17
Incident Location Zone Number (itfilIncident.008): Town of Onalaska		
Medical	Injury/Trauma	1
No Emergency	Good Intent	1
		Total: 2
Incident Location Zone Number (itfilIncident.008): Village of Holmen		
Law Enforcement Support		2
Fire	Outside Fire	2
Hazardous Situation	Hazardous Materials	1
Hazardous Situation	Investigation	2
Medical	Illness	55
Medical	Injury/Trauma	29
Medical	Other	4
No Emergency		2
No Emergency	False Alarm	9
No Emergency	Good Intent	2
Public Service	Alarms (Non Medical)	1
Public Service	Citizen Assist	7
		Total: 116
		Total: 138

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 Directors

From: Fire Chief Ryan Ostreng

cc:

Date: August 7, 2026

Re: Consideration of Shovel-Ready Plans Funding

PURPOSE

The purpose of this memo is to request Board consideration of funding the development of shovel-ready plans for the proposed fire station project. Completion of shovel-ready plans would provide the opportunity to refine the project design, establish more definitive project costs, and support future funding and cost-sharing decisions.

BACKGROUND

The Department is currently evaluating a conceptual fire station design and an associated Opinion of Probable Costs. While the station study has been valuable in identifying facility needs and establishing a preliminary project budget, discussions regarding project cost and cost-sharing among the participating municipalities are being conducted using conceptual-level information rather than detailed plans and specifications.

Advancing the project to shovel-ready plans would allow the Department to further refine the design, evaluate alternatives, complete value engineering efforts, and develop more reliable cost estimates to support future decision-making

DISCUSSION

The Department has recently received a donation of four acres of land for the future station site. With a site now secured, advancing the project to shovel-ready plans is the next logical step in moving the project forward.

If the Board wishes to identify a facility that aligns with a target project cost established by the participating municipalities, shovel-ready plans will provide the information

necessary to evaluate design alternatives, refine project scope, establish realistic project costs, and make informed decisions regarding the project's future.

Completion of shovel-ready plans would:

- Refine the design to meet a target budget.
- Provide more accurate construction cost estimates.
- Evaluate cost-saving alternatives and design options.
- Support future funding and cost-sharing discussions.
- Develop bid-ready plans and specifications.
- Position the District to pursue future federal funding opportunities, including potential congressional spending appropriations.

Advancing the project to this stage does not commit the Board to construction. Rather, it reduces uncertainty by providing the information necessary to identify a project that meets community expectations, aligns with available funding, and supports informed decision-making regarding the project's future.

FISCAL IMPACT

Previous discussions with current project consultants estimated the cost of developing shovel-ready plans, including design development and bid-ready construction documents, at approximately \$738,000.00.

While this represents a significant investment, the expenditure would provide the Department with the opportunity necessary to establish more accurate project costs, evaluate alternatives, identify cost-saving opportunities, support future funding and cost-sharing discussions, and position the project to compete for future funding opportunities.

RECOMMENDATION

I recommend the Board authorize the development of shovel-ready plans for the proposed fire station project. This action would allow the Department to move beyond conceptual planning, identify a facility that aligns with the financial expectations of the participating municipalities, establish reliable project costs, and position the Department to pursue future funding opportunities.

Memo



To: Holmen Area Fire Department Board Directors
From: Fire Chief Ryan Ostreng
cc:
Date: August 12, 2026
Re: Fire Station Mold Remediation Project Completion

PURPOSE

To provide the Board of Directors with a final update on the completion of the First Station Mold Remediation and Roof Project.

BACKGROUND

The mold remediation and roof repair project was undertaken to address mold remediation needs identified within the facility and complete associated roof repairs necessary to protect the living quarters part of the building and support continued operations.

PROJECT COMPLETION

The project has been successfully completed, and department personnel have returned to normal operations within the station. All planned mold remediation and roofing work has been finished, and temporary accommodations utilized during construction are no longer required.

FISCAL IMPACT

The project was completed at a total cost of \$69,248.19, which is \$751.81 below the approved project budget of \$70,000.00.

A detailed accounting of project expenditures is included in the attached spreadsheet.

\$69,248.19 will be transferred from LGIP Account #01 – Capital Savings to replenish associated mold remediation project expenditures from the HAFD checking account.

SUMMARY

The fire station mold remediation and roof project has been completed within the approved budget. The completed work addresses the identified mold and water infiltration through the roof and around the windows concerns and supports the continued use of the station for department operations.

2026 Station Mold/Roof Project Expense

Station Mold/Roof Project Budget		\$ 70,000.00						
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	17927	\$ (315.95)	Temporary Routing of Fire Station Network Cables	
5/6/26	7		Lappins	5/7/26	17905	\$ (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	14	Job 10012551	Melde Plumbing	7/22/26	17967	\$ (132.29)	Install Floor Drain Cap and P-Trap Non Evap Liquid	
7/24/26	15	3609	Midwest Ceiling Systems & Supply	8/5/26	17975	\$ (4,623.00)	Install Drop Ceiling Track and Tiles	
8/11/26	16	16874	Lappins	8/14/26	17989	\$ (15,149.03)	Lappins Final Payment	
TOTAL REMAINING STATION MOLD/ROOF BUDGET						\$ 751.81	TOTAL BUDGET AMOUNT SPENT (\$69,248.19)	

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

- 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.
319-939-1905
Ericf@reliantfire.com