

**Holmen Area Fire Association Meeting Minutes April 23, 2024
Town of Holland Town Hall**

CALL TO ORDER:

Meeting called to order by Jeff Herlitzke at 6:30 pm.

PLEDGE OF ALLEGIANCE RECITED:

ROLL CALL: Travis Elam, Doug Jorstad, Jeff Herlitzke and Rick Hauser. Also present were Fire Chief Ryan Ostreng, Alternate Micah Wyss and HAFD attorney Jessica Kirchner.

INTRODUCTION OF NEW MEMBERS: Rick Hauser Town of Holland, Travis Elam Village of Holmen and Mich Wyss Village of Holmen as alternate member.

ELECTION OF VACANT TREASUER POSITION:

Jorstad volunteered for position and made motion for position and 2nd by Hauser. Motion carried unanimously.

APPROVAL OF MEETING MINUTES, MARCH 19,2024:

Herlitzke/Jorstad motion for approval of minutes. Motion carried unanimously.

RESIDENT OR EMPLOYEE CONCERNS/COMMENTS:

None

FINANCIAL REVIEW:

General review and discussion on balance sheet. Image Trend's software annual fee of \$9,500 is due. Jorstad/Elam motion to pay. Motion carried unanimously. Firefighter/EMT Benjamin Storlie's Vacation Payout per contract is \$1,959.36 for unused vacation balance

and Chief Ostreng has authorized our accountant to issue payment. This item is for information only.

FIRE ADMINISTRATION REPORT:

Review of March Incident/Activity Report. Resignation of Probationary Storlie effective March 20, 2024. Firefighter/EMT Nicholas Meinertz has satisfied all conditions of his offer as Probationary firefighter and his first day will be April 9, 2024. Conditional offer and start date for new Firefighter/EMT is being processed at this time, more info at later date.

FIRE COMMISSION REPORT:

Nothing new to report

HAFD WEBSITE:

Website concept possibly ready to go very soon.

FUTURE FIRE STATION STUDY:

Request for Qualifications for a fire station facility needs study is almost complete and should be ready in May. Components are in meeting packet. Jorstad/Elam motion to approve up to \$30,000 for needs study. Motion carried unanimously.

OPEN RECORDS REQUEST:

Open records request from Anderson O'Brien LLP for William "Buck" Manley. Discussion to be addressed in closed session.

CLOSED SESSION:

Motion by Jorstad/Hauser to go into closed session per Wis. Stats 19.85(1)(g). Motion carried.

RECONVENE IN OPEN SESSION:

Elam/Hauser motion to reconvene in open session. Motion carried.

**RESERVATION OF RIGHT FOR ACTION AND/OR RECOMMENDATION ON
CLOSED SESSION ITEMS(S)**

No action to be taken from closed session.

NEXT REGULAR MEETING DATE:

Next regular meeting May 21, 2024 at 6:30pm at Town of Holland Town Hall.

ADJOURN:

Motion to adjourn by Hauser/Elam. Motion carried. Adjourned at 8:10 pm.

Minutes by Doug Jorstad, Secretary