

**Holmen Area Fire Board  
Board Meeting  
Holmen Area Fire Department – Meeting Room  
September 28, 2016  
6:30 pm**

President Bogert called the Holmen Area Fire Board meeting to order at 6:30 pm on September 28, 2016 at the Holmen Area Fire Department Meeting Room.

Board members present by Roll Call: Kathy Warzynski, Jerome Pedretti, Bill Ebner, Chuck Olson, Stan Hauser and Rolly Bogert. Also present was Assistant Fire Chief Bulawa, Assistant Chief Linberg and Chief Menches.

Motion by Stan Hauser, Seconded by Bill Ebner to Approve the minutes of the August 18, 2016 meeting. Carried

Chuck Olson gave an overview of our current financials. He indicated that he feels we should end the year within the projected budget. It may require moving items from one category to another but he and Chief Menches are working together to achieve ending the year within projected budget.

Residents Concerns: Patrick Barlow, Village of Holmen resident, commented on future needs for the department to keep residents safe in emergency.

Firefighters Concerns: Assistant Chief Linberg commented on the Celebration of Heroes event that is held annually in La Crosse County for those involved in a life-saving event. Five members of the HAFD will be honored at this year's event.

Assistant Chief Bulawa reported on calls since our August meeting. A total of 81 calls including 69 medical, 7 fire calls, 5 service calls. He reported that Capitan Dave Waters has resigned in good standing. No update regarding the SAFER Grant application. PPE Grant is in process with quotes received for the new gear in the range of \$2700 per complete set. He also described the Passport Accountability System that is now in place and how the Command Cabinet is used in the Command vehicle.

Chief Menches described numerous Standard Operating Procedures that are now in place or will soon be implemented. He also introduced a draft Fire Protection Checklist for Site Development Approval Plan and Fire Department Access and Water Supply that he would like all municipalities within our district to adopt. He will attend the Town meetings and the Village meeting to explain this and other happenings within the department. He reported that Assistant Chiefs Bulawa & Linberg along with Captain Garrow and Lieutenant Cook have attended Fire Officer Training at WTC and are in the process of completing that program. Chief Menches also introduced the departments new Training Plan for all members which involves 3 Monday evenings per month. He also presented the Board with a paper on Needs Assessment Based on

Projected Residential, Commercial and Industrial Growth. In addition he presented the Board a paper on Policy and Organizational Environment for **Fire** and Emergency Services.

Discussion was held regarding the long term need of Unit T-763 (1993 F-700/1800 gallon tank) and if it should be sold and reduce our fleet to one water tanker. No action was taken and further study will be done on the need.

Chief Menches explained the possible future purchase of Task Force nozzles and tips to replace existing equipment. He described the benefit of this equipment. No action taken.

Chuck Olson presented the 2017 HAFD Budget. This budget was created by Mr. Olson and Chief Menches. It is a total budget of \$600,000 which includes \$75,000 in Capital funds. Discussion was held and all members will take this to their respective Boards for approval. Formal HAFD Board approval would be at the October Board meeting.

Motion by Bill Ebner, Seconded by Chuck Olson to convene into closed session pursuant to WI Stats. 19.85.(1)(c) for the purpose of "Considering employment, compensation or performance evaluation" related to full time employment positions over which the governmental body has jurisdiction or exercises responsibility. The motion Carried unanimously by Roll Call vote.

Motion was made Motion by Chuck Olson, Seconded by Stan Hauser to reconvene into open session per Wisconsin State Statute 19.85(1).(c) Motion carried unanimously by Roll Call vote.

Motion by Chuck Olson, Seconded by Bill Ebner to Authorize time & half pay to non-exempt Full Time Equivalent employees based on a 40 hour work week beginning October 1,2016  
Motion Carried

*Per Bill's input in closed session -- Does the authorization above imply OT will be based upon 40 hours worked? Chief – Yes, it is based upon working 40 hours in a week.*

M/S/C to adjourn

Chuck Olson, Secretary/Treasurer