

Somerset Fire/Rescue Commission
Meeting Minutes
Thursday, September 17, 2026
7:00 p.m. at the Fire Hall
748 Hwy. 35
(Unofficial until approved at next meeting)

Call to order:

Chair Doug Plourde called the meeting to order at 7:00 pm at the Somerset Fire Hall.

Roll call:

A quorum was established. Present were Doug Plourde, Travis Belisle, Jason Crotty, Byron Patterson, Tabatha Hansen, Tim OBrien, and Chris Dubak.
Absent: Aaron Morrison

Public Comment:

No public comments were received.

Approval of Minutes from Previous Meeting:

The Commission reviewed the July 17, 2026, meeting minutes and approved an amendment to grant discussion section, changing “or” to “for” after Firehouse Subs. The corrected minutes reflect grant applications submitted to Firehouse for fire extinguisher training system, FEMA for new structural fire helmets, and WI DNR for new brush fire helmets. Currently waiting for response on these three.

Motion to approve the amended minutes by Byron Patterson, seconded by Tim OBrien. Motion carried.

Budget Report:

2026 3rd Qtr. review and approval of budget

Sarah Kobs and Travis Belisle reviewed the third quarter financial report with the Commission. Discussion included current expenditures and budget status through the third quarter.

Motion to approve the report by Byron Patterson, seconded by Chris Dubak. Motion carried.

2027 Proposed Fire/Rescue budget review and approval

Travis Belisle presented the proposed budget. The proposed budget totals \$334,250, representing a 9% increase, or approximately

\$29,000, over the 2026 budget. In accordance with the agreement reached at the July Joint Meeting, the proposed cost allocation is 47% to the Town and 53% to the Village. Commission members discussed the proposed budget and funding allocations.

Motion to approve the budget by Chris Bubak, seconded by Byron Patterson. Motion carried.

Membership update:

Travis reported that one resignation had been received, and a second resignation is anticipated. The department plans to bring on two new members in October. Current staffing consists of 27 members, and one high school cadet.

Old Business:

RFP/RFQ updates and prep for joint meeting

Travis Belisle reported the Village had received one question regarding the RFP and had posted an official response publicly. The RFP remains available on the Village website. Proposals are due by Oct. 2, 2026, at 4:00 pm.

Updates on new fire department truck specifications

Travis Belisle shared that a truck specification committee has formed consisting of all six officers and one member-at-large. The committee's initial work will focus on learning available apparatus options and identifying specifications that best meet the community's operational needs.

New Business:

Review/ Approve Special calls ordinance

Travis Belisle informed the Commission that the Village adopted a "§ 5-2-10 Fire Protection Cost Recovery" on September 15, 2026. The associated fee schedule will be reviewed and discussed at a future Village meeting.

Discussion on available grants

Travis Belisle provided an update on current grant applications. The department continues to wait for responses on the FEMA grant for new structural fire helmets and Wisconsin DNR grant for new brush

fire helmets. The Firehouse Subs grant application for a fire extinguisher training system was not approved.

Update on Department Activities:

Travis Belisle reported several community and outreach fire prevention activities planned for October. These include a Fire Station Open House, school fire prevention visits, participation in local Trunk-or-Treat events, and the Somerset Homecoming Parade. The department will also partner with Domino's on a fire safety awareness initiative. Additionally, the Community Connect program will launch during Fire Prevention Month to enhance communication and emergency preparedness within the community.

Adjourn:

Motion to adjourn by Tim OBrien seconded by Chris Dubak. Motion carried and the meeting adjourned at 8:20 pm.

Next Meeting: Joint Meeting Wednesday, September 23rd at 7:00pm at Town Hall