



Meeting Minutes: Friends of Townsend Fire, Membership Meeting

Meeting Date: November 15, 2025

Attendees:

- Present: John Zeller, Dean Vander Heiden, Linda Vander Heiden, Dave Kusnierek, Duane Bann, Joe Heyrman, Linda Laste, Ray Scheifen, Donna Fischer, Don Fischer, Nancy Smith, Pam VanOss, Kathy Karaganis, Terri Heyrman, Dianee Williams, Kevin Osadjan, Dee Johnson, Anita Szyszkiewicz, Chuck DeMoulin

1. Call to Order

The meeting was called to order at 9:33 AM by Wanda Laste.

2. Review and Approval of Previous Minutes

- The minutes from the October 18, 2025 membership meeting were reviewed.
- **Motion:** A motion to approve the minutes was made by Linda Vander Heiden, seconded by Dean Vander Heiden. The motion was unanimously approved.

3. Reports:

- **Financials:** The Board approved two fund requests. The first was for \$1000 to be used for a house burning training in Townsend. The second was for \$3500 for traffic safety items and chevron dots (NFPA required). The grant committee received a \$250 grant from Church Mutual to assist with the purchase of the chevron dots.

The extrication equipment that was approved should arrive in December.

Two donations were received. A \$500 donation from Kathy Bell in remembrance of her husband Glen Bell, who recently passed. A total of \$71 in donations was collected at the Fall Fire Department Open House.

FOTF is submitting an application to SuperValue for their roundup program.

- **Grant Committee:** The grant committee received a grant from Church Mutual for \$250 for the chevron dots for the fire trucks. They have 2 grants outstanding, one for ice rescue suits, the second for fog nozzles, and they are looking at 3 other grants.
- **Public Relations Committee:** The PR group is working on a recognition plaque honoring those who have served on the Townsend Fire Department. The Oconto County Discovery Guide 2026 will have an ad for Townsend. A new publication Nicolet Express is serving the community and is a resource for events and happenings in the community. The group will use this new publication to advertise our events. The group is working on Christmas Cards.
- **Cans Report:** Watch for the next can run around Thanksgiving or at the end of deer hunting.
- **Fire Department Report:** The TFD has been paged out 45 times this year. It is believed to be a record number of calls. The TFD has a house to train in until April. Training will include entry, smoke work, and possible burn. New equipment that FOTF has assisted in acquiring includes gear dryer, hose dryer, meeting room furniture, meeting room A/V equipment, and a second gas meter.
- **Online Store:** The online store is still functioning. These items make great Christmas gifts.

4. Old Business:

- The Board is continuing to work on the 2026 budget.
- The Board started initial discussions about creating a Scholarship for first responders. Watch for more information as the Board works through details.
- Townsend Trunk or Treat was attended by 117 children. Sparky the Fire Pup was a huge success with the children.
- The bylaws amendment was approved at the last membership meeting. The current bylaws and bylaw amendment log are posted on our website.
- The Town is sponsoring the Holiday Tree Lighting Event on November 30, 4:00 PM at the Town Hall. FOTF will be sponsoring a tree. Tree decorating by FOTF is scheduled for Sunday, November 23, 3:00 PM.
- A subcommittee was created to begin work on the Spring Cash Raffle, March 7, 2026. The first meeting of the subcommittee is scheduled for November 19, 4:00 PM at the fire station.

5. New Business:

- Deb Franzen has resigned her position on the Board, and will remain as a FOTF Member. Dave Seeber was elected as the new FOTF Treasurer and Kevin Osadjan will assist him with some of the non-financial aspects of the role.
- There is an open Board position with Deb Franzen's resignation. Anyone interested in learning more about the position should contact Wanda or one of the Board Members. Per the bylaws the Board will appoint a new member to serve the remainder of Deb's term, which is two and a half years.

6. Other Business:

7. Announcements:

- NCAC is holding a drive through Thanksgiving Dinner at the Town Hall Parking Lot. FOTF made a \$250 donation to the event. They are looking for food items to be dropped off. Drop off is November 27, starting at 9:30 AM.
- NCAC is looking for nominations and/or donations for their Holiday Cheer Baskets. They can be dropped off at the Bellin Health Center, Lakewood, until December 9.
- Lakes County Public Library is hosting a Linus Project on November 20, 11:00-1:00. Come and learn how to tie blankets, learn about the Linus Project and who they support.
- The Wabeno Senior High School Class is selling Fruit Boxes again this year. Wanda L will send out further details when she has them.

8. Dates:

- Grant Writing Committee TBD
- Holiday Tree Lighting Event, November 30 4:00 PM Town Hall
- Lions Christmas Party, December 6 Town Hall
- FOTF Membership Meeting December 20, 9:30 AM, Fire Station
- Spring Raffle, March 7, 2026, Subcommittee meeting November 19, 4:00 PM at the FD.

9 Motion to Adjourn:

A motion to adjourn was made by Terri Heyrman seconded by Nancy Smith. Motion was approved. The meeting adjourned at 10:44 AM.