

## **BUSINESS OF THE VILLAGE BOARD**

**MEETING DATE:** December 15, 2025

**PLACEMENT:** Action Item

**ITEM TITLE:** 2025 Fire Department Budget Amendment to account for grant proceeds that offset previously unbudgeted expenditures (ACTION)

**SUBMITTED BY:** Matthew Uselding, Finance Director

**SUMMARY EXPLANATION:**

The Village recently received an Act 102 funding award from the Wisconsin Department of Health Services, Division of Public Health, Office of Preparedness and Emergency Health Care, EMS Section. Although this revenue is not budgeted—per program requirements—we maintain a designated line item for Act 102 funds.

Historically, the Village receives approximately \$10,000 annually; however, the amount awarded varies based on the number of departments that apply statewide. For 2025, staff applied for and received additional funding through the program. The award letter is attached for reference.

**Budget Amendment:**

- **Increase Act 102 Revenue (10551000-432000):** \$74,848.52
- **Increase Act 102 Expense (10551000-532200):** \$74,848.52

**Fiscal Impact:**

There is no net impact on the General Fund, as the additional expenses are fully offset by the corresponding Act 102 revenue.

**ATTACHMENT:**

1. SFY 2025 FAP Award Letter Germantown Fire Department (6001321)

**STAFF RECOMMENDATION:**

**ACTION BY COMMITTEE:**

Staff recommends approval of the Fire Department budget amendment as outlined above to ensure accurate financial reporting and proper use of restricted or reimbursed funds.

Tony Evers  
Governor



DIVISION OF PUBLIC HEALTH

1 WEST WILSON STREET  
PO BOX 2659  
MADISON WI 53701-2659

Kirsten L. Johnson  
Secretary

**State of Wisconsin**  
Department of Health Services

Telephone: 608-266-1251  
Fax: 608-267-2832  
TTY: 711 or 800-947-3529

March 6, 2025

Germantown Fire Department (6001321)  
N115 W18752 Edison Drive  
Germantown, WI 53022

**RE: Emergency Medical Services Funding Assistance Program Award**

Dear Service Director:

The Wisconsin Department of Health Services, Division of Public Health, Office of Preparedness and Emergency Health Care, EMS Section is pleased to notify you of your Emergency Medical Services Funding Assistance Program award based on your service's application for state fiscal year 2025 (July 1, 2024-June 30, 2025). Please retain this letter for your records as it contains the breakdown of your award. Payments will be going out via automated clearing house (ACH) payment transferred electronically to the designated account. If you receive this letter and do not see an ACH payment, please check with your municipality as the payment may have been sent directly to the designated municipal payee before being forwarded to your service.

According to Wis. Stat. §§ 256.12(4) and (5), funding is based on two separate calculations.

The first amount fulfills Wis. Stat. § 256.12(4) and includes the base amount of **\$10,000** plus **\$2.98** per capita. An additional **\$10.50** was equally distributed to services reporting population to expend remaining funds that could not be further divided per capita. Your emergency medical responder department or ambulance service may use support and improvement funds for the purchase of ambulance service vehicles or vehicle equipment, emergency medical service supplies or equipment, nondurable or disposable medical supplies or equipment, medications, or emergency medical training for personnel. With the recent statutory change allowing **up to 15%** of this award to purchase nondurable or disposable medical supplies or equipment and medications, a separate line listing 15% percent of your support and improvement award is provided for your reference. Per Wis. Stat. § 256.12(4), support and improvement funds shall supplement existing, budgeted moneys of, or provided to, an ambulance service and may not be used to replace, decrease, or release for alternative purposes the existing, budgeted moneys of, or provided to, the ambulance service provider.

The second amount fulfills Wis. Stat. § 256.12(5) and is determined by dividing \$1,000,000 equally among all qualified services applying for emergency medical services practitioner and emergency medical responder training and examination aid. This allotment can only be used to purchase the training and/or administration of the examination required for licensure and renewal of licensure as an emergency medical technician or for certification and renewal of certification as an emergency medical responder. Services that did not request or are ineligible (i.e. private-for-profit services) for training and examination funds will not have this amount listed.

<b>Support and improvement per § 256.12 (4)</b>	<b>Amount: \$ 72,450.44</b>
• 15% of Support and improvement award	<b>Amount: \$ 10,867.57</b>
<b>Training and examination aid per § 256.12 (5)</b>	<b>Amount: \$ 2,398.08</b>

Per Wis. Stat. § 256.12(4) and § 256.12(5), the department shall require that all recipients of funds submit a financial report on the expenditure of funds received to the department.

Please review the resources located on the [EMS Funding Assistance Program](#) web page and direct any questions regarding the program to [DHSFAP@dhs.wisconsin.gov](mailto:DHSFAP@dhs.wisconsin.gov).

Sincerely,

Mark Mandler  
EMS Section Manager  
Office of Preparedness and Emergency Health Care  
Wisconsin Department of Health Services