

St. Clair Fire Protection Board of Directors  
Meeting Minutes

Date: 07/10/2025

Present

Board of Directors: Tiffany Burton, Andrew Branscum, Sarah Straatmann

Office Assistant: Kim Schuchmann

Chief: Timothy Wideman

Fire Fighters: C Berry, J Schultz, A Hansel, S Backhaus, J. Read

Guests: none

The meeting was called to order by Director Branscum at 6:00 p.m.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion was made by Director Branscum to accept the agenda.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion was made by Director Burton to accept the Secretary's report for the meeting minutes from June 10<sup>th</sup>, 2025.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion was made by Director Burton to accept the Secretary's report for the executive meeting minutes from June 10<sup>th</sup>, 2025.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Comments from the public:

None

Motion to accept the Treasurer's Report for audit and pay bills in the amount of \$21,582.81 For 7/9/2025.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion to accept the Treasurer's Report for audit and pay bills in the amount of \$82,396.40 For 7/10/2025.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

This payout included new rescue tools, audit cost and dispatch cost.

Motion to approve payroll and taxes in the amount of \$ 47,106.99 the 6/12/2025 payroll.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion to approve payroll and taxes in the amount of \$ 48,318.14 the 6/26/2025 payroll.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Motion to approve payroll and taxes in the amount of \$ 46,400.68 the 7/10/2025 payroll.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

**Old Business:**

Received the structural report for the stations. We asked Archimages to come to the August meeting to go over the report.

Propane bids:

Ferrell gas \$1.65

Petterson gas \$ 1.63

MFA gas \$1.33

Director Burton made a motion to accept the bid from MFA Gas for the next year.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

**New Business:**

Permit fees: working with the city to help simplify the calculation of the fees.

Looking to redo the policy manual. Contacted Lexipol but their prices are over the budget for the project.

Looking for other options.

Extractor/Dryer bids

MacQueen: 13,178.47

Sentinel: 14,867.23

Banner: 15,490.00

Director Burton made a motion to accept the bid from MacQueen for the Extractor/ Dryer.

Director Straatmann: Aye

Director Branscum: Aye

Director Burton: Aye

Looking to get bids on new IT company.

**Vehicle Maintenance:**

8324- Transmission Communication module replaced

8329- Out of service rear bolts came lose and are stripped. Looking at options for these trucks.

Longer safety chains installed on lawn trailer

Replaced a weed eater

Replaced a leaf blower that was lost in the storm on the interstate.

**Station Maintenance:**

Station1- HVAC leaked there was a clogged pipe.

Station3- Only half of the lights are working. BoCo is going to go back and find out why.

## Other Business

**Officers:** none

**2665:** none

### Items for Directors:

Motion made by Director to adjourn the meeting at 7:10 pm.

Director Butenhoff: Aye

Director Branscum: Aye

Director Burton: Aye

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**Andrew Branscum**  
**President**

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**Sarah Straatmann**  
**Treasurer**

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**Tiffany Burton**  
**Secretary**

The above-Board Meeting minutes will be formally accepted at the next scheduled Board Meeting

**APPROVED TB 07/10/2025**