



Hardin County Emergency Services District 7

Minutes of Meeting on April 1, 2024

Special Meeting called to order at 6:38 PM

- 1) Establish a quorum was present. Mr. Davis gave the invocation and led the Pledge of Allegiance. A quorum was present: Present was Lloyd Dodson, Elena Kelley, Denise Marcontell and Curtis Davis. Jackqueline Robertson was absent. Curtis Davis called the meeting to order at 6:38 P.M.
- 2) Consent Agenda Items:
 - (a) Approval of the last meeting minutes, Mrs. Marcontell made the motion to approve. Seconded by Mr. Dodson, Motion carried. All voting for the motion.
 - (b) Treasurer's Report, Mrs. Marcontell informed the board that we have the bank account set up. She will need a copy of everyone's Drivers License and SS cards to complete the documentation to have all the signatures established for the account.
 - (c) All members present stated that they would get the documentation over to Mrs. Marcontell or go by the bank to establish the signature cards.
- 3) Tabled from the March meeting: Designate a Banking depository for ESD 7 to utilize within 2024.
 - a) Discussed amongst the board all the banking items were completed and the First Financial Bank account was established. The board would get all the required documentation for the signature cards. Mrs. Marcontell will be hand delivering the meeting minutes over the bank completing all the Mrs. Kelley made the motion to approve First Financial Bank as our banking depository for the ESD. Seconded by Mr. Dodson , All board members voted for the motion and the motion carried. necessary information to have the account officially set up.
- 4) Acceptance of the board's required training
 - a) Discussed that Mrs. Kelley will be filing all board members training paperwork. Mr. Davis spoke with the county clerk's office and these training records do not need to be filed with the county clerk's office. So Mrs. Kelley will just place them within our training records, Mr. Davis is also working with SAFE-D to have additional on-line training to keep up with the annual required training for board members. He will also speak with the county commissioner Judge on Mrs. Robertson's attendance and not being sworn in as of the time of the meeting. This is to determine the best path forward to potentially select a new board member. Mrs. Marcontell

made the motion to file all training records as mentioned. Seconded by Mr. Dodson all members voting for the motion and the motion carried.

- 5) Selection of a P.O. Box in Thicket.
 - a) Discussed Mrs. Kelley stopped by the Thicket post office and paid the annual fee for the box. Thus establishing a PO Box for the ESD. Mr. Dodson made the motion to accept the PO Box that Mrs. Kelley had obtained and the district would reimburse Mrs. Kelley the fee that she had spent for the box. Seconded by Mrs. Marcontell, all board members voting for the motion and the motion carried.
- 6) Bond for the Treasure
 - a) Discussed, with the banking depository not fully established yet this item was tabled until or next regular board meeting. Board will place on the April 22nd meeting agenda.
- 7) Website development.
 - a) Mr. Davis shared with the board all the requirements needed for a web site and will be looking into the cost of a site and get back with the board at the next meeting on April 22nd.
- 8) Purchasing guidelines for the district.
 - a) Discussed that Mr. Davis will be looking into the requirements and information needed for establishing a set of guidelines for the district. Mr. Davis will be gathering additional information on the use of the county purchasing agent with the County Judge and Commissioner. Mr. Davis to report back at the next meeting on April 22nd.
- 9) Official ESD map

Mr. Davis brought an official map of the district; The board discussed the boundaries and the need to have mutual aid agreements with those entities adjacent to the district. With these the board will be working to reach out to those entities within the coming months to gather those mutual aid agreements.
- 10) Budget workshop for the district.
 - a) Discussed that Mr. Davis has a budget template that could be used for establishing the district budget framework. He has sent out an email for board members to review. The board will be working to set a time to conduct the budget workshop. Mr. Davis to have the County Clerk on the regular board meeting on the 22nd. Which may shed the light on some of our budget items.
- 11) Fire Chief's report
 - a) See Fire Report – No fire calls for the month.
- 12) Ambulance Report – There were 5 EMS calls for the month. See report,
- 13) Comments from on the next month agenda items.
 - a) Invite Mrs. Shirley Cook to the next regular meeting.
 - b) Have the bank depository approval in the meeting minutes so that Mrs. Marcontell can carry the approved meeting minutes to the bank and finalize the account.
 - c) Next regular meeting is scheduled for April 22nd 2024
- 14) Mrs. Kelley made a motion to adjourn the meeting and was seconded by Mrs. Marcontell. Motion carried all voting for the motion.

Respectfully Submitted April 20th, 2024.

Elena Kelley Secretary