



Hardin County Emergency Services District 7

Minutes of Meeting on July 15th, 2024

Regular Meeting called to order at 6:33 PM

1. Establish a quorum was present. Curtis Davis called the meeting to order at 6:33 P.M.
2. Mr. Davis gave the invocation and led the Pledge of Allegiance. A quorum was present: Present was Lloyd Dodson, Elena Kelley, Denise Marcontell, Melanie Cotten and Curtis Davis.
3. Public Comment – limited to 3 minutes; no formal action, discussion, deliberation, or comment will be made by any of the board members.
 - (a) Mr. Kelley addressed his concern about fire department improvements because the land that the fire department is located on, is owned by a timber company.
4. Consent Agenda Items:
 - (a) Approval of the last meeting minutes. Error items #8, #9 and #16 of June 15th minutes to be amended. Mr. Dodson made the motion to amend. Mrs. Marcontell made the motion to go into executive session
 - (b) Treasurer's Report - No discussion
 - (c) Accounts Payable - No discussion
5. Selection of ESD officers (President, Vice President, Secretary and Treasurer):

The board went into executive session after the vote for Melanie for Secretary.
Government Code 551, Subchapter D
Section 551.071 – Matters of Personnel
Mr. Davis called for executive session at 6:50-pm
Mr. Davis called to resume regular session at 7:20pm

 - (a) Board agreed to elect new officers due to the appointing of Melanie Cotten as a Commissioner.
 - (b) Mrs. Marcontell called for an Executive Session.
 - (c) Mr. Dodson made the motion to nominate Mr. Davis as President. Seconded by Mrs. Kelley, Motion carried. All voting for the motion. Mrs. Kelley asked to resign her position as secretary and assume the position as Vice President. Mr. Davis made the motion. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion. Mr. Dodson made the motion for Mrs. Cotten to assume the position as Secretary. Seconded by Mrs. Kelley. Motion carried. All voting for the motion. Mr. Dodson made the motion to keep Mrs. Marcontell as Treasurer. Seconded by Mrs. Cotten. Motion carried. All voting for the motion. Mrs. Marcontell made a motion to elect

Mr. Dodson as Assistant Treasurer. Seconded by Mrs. Cotten. Motion carried. All voting for the motion.

6. Budget Calendar/Truth-in-Taxation event timelines:

- a) Mr. Davis to meet with the new County Tax Assessor Collector (Mr. Smith).
- b) Ms. Kelley to create and post calendar on social media.

7. Approval any items needed (binders, ledgers, receipt books, filing cabinets):

- a) Mrs. Marcontell would like to purchase accounts payable/receivable stamps and a date stamp. Need a computer.

8. Website Development:

- a) Mrs. Kelley will continue to look for a free platform and create a webpage.

9. Set date and time for the signing of the signature cards at the ESD depository:

a) Mr. Dodson stated that there must be three (3) signers on the bank account. Excluding the secretary.

- b) Mrs. Marcontell stated that the minutes need to have a list of all signers with their titles.

Mr. Curtis G. Davis – President

Mrs. Elena Kelley – Vice President

Mrs. Denise Marcontell – Treasurer

Mr. Dodson – Assistant Treasurer

c) Motion made by Mrs. Marcontell to set the time for signing of signature cards at First Financial Bank in Lumberton will be July 29th @ 11:00am. Seconded by Mr. Dodson. Motion carried. All voting for the motion

10. Strategy and Goals mission/vision update:

a) The ESD draft for the Strategic Plan and service agreement draft was given to Mrs. Cotten for her review. Mrs. Cotten will have the opportunity to review and make recommendations to Mr. Davis.

11. Selection of the district's attorney:

a) Mr. Davis spoke to Mr. Hines and will let the ESD use him on an as needed basis for a charge.

12. Mutual aid contracts:

- a) Mr. Davis will reach out to other ESD's to discuss Mutual aid contracts.

13. Fire Department Contract:

a) Mr. Davis asked for open discussion for any clarifications for the draft Service Agreement. Mr. Dodson made the motion to Table the discussion so Mrs. Cotten could review. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.

14. Discussion on any other non-agenda items without taking action:

a) Chief Love gave a report that Sour Lake ESD#5 is donating a 50k generator. Will need to get 500-gallon tank. This will help run the kitchen stove. A cement pad will need to be built to put the new generator on.

b) Chief Love updated on Assessment needs. (Training Aids, PPE, FR Equipment)

c) Votaw/Thicket VFD will not be receiving Jaws of life from Humble as a donation.

d) Votaw/Thicket VFD is receiving a Tank from Enterprise.

15. Fire Chief's Report:

a) 3 fire and 3 medical. A total of 6 calls. 1 Mutual Aid from Liberty County.

16. Ambulance Report:

a) None

17. Date for next monthly meeting:

a) The next monthly meeting is set for August 19th, 2024.

18. Mr. Dodson made a motion to adjourn the meeting. Seconded by Mrs. Marcontell.
Motion carried all voting for the motion.

Respectfully Submitted July 22, 2024

Elena Kelley, Secretary

Curtis G. Davis, President
