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## Hardin County Emergency Services District 7

### Minutes Meeting on December 15, 2025

Meeting called to order at 6:31 PM

1. Establish a quorum was present. Mr. Davis gave the invocation and led the Pledge of Allegiance.
2. A quorum was present: Present was Curtis Davis, Daneen Oswalt and Elena Kelley. Tommy Shelton and Denise Marcontell were not present. Curtis Davis called the meeting to order at 6:31 P.M.
3. Public Comment – limited to 3 minutes; no formal action, discussion, deliberation, or comment will be made by any of the board members.
  - a. Mrs. Poppenhusen signed to comment but did not have an agenda item to comment on. She was allowed to speak giving an update on calls from the Votaw-Thicket Volunteer Fire Department.
4. Approval of meeting minutes for November 17, 2025 regular meeting.
  - a. Mrs. Kelley motioned to approve Minutes list above. Seconded by Mrs. Oswalt. Motion carried. All voting for the motion.
5. Treasurer report update by Mrs. Kelley
  - a. Previous Checking Account Balance \$12,026.96. Deposit \$301.00. Debit \$720.00. Bank Balance \$11,607.96.
  - b. Previous Money Market Account Balance \$4502.90. Earned Interest \$1.04. Balance \$4503.94.
  - c. Total Bank Balance \$16,111.90
- d. Mrs. Oswalt motioned to approve the Treasurer report and Reconciliation sheet from Quickbooks Seconded by Mr. Davis Motion carried. All voting for the motion.
6. Discussion and take action on purchasing an accounting program

a. Mrs. Oswalt motioned to approve the purchasing Quickbooks. Seconded by Mr. Davis Motion carried. All voting for the motion.

7. Discussion about Open Meetings Act

a. Establish fees for request and add fees to website.

8. Discussion and update of Safe-D conference by Mr. Davis

a. Mr. Davis will purchase 2 rooms in order to acquire to rooms at a cheaper rate.

9. Discussion and update of loan and acquiring property for ESD #7 new Fire Station

a. Waiting for final draft from surveyor.

b. First Financial Bank has approved loan but waiting on survey.

10. Discussion and update on survey.

a. Mr. Davis will follow-up and find out when the paperwork will be finalized.

11. Discussion and approval for ESD 7 Volunteer Fire Department organizational requirements. Establish rules and following regulations.

a. Mr. Davis has the Standard Operating Guidelines (SOG) ready for review.

12. Update and possible taking action regarding the Strategy and Goals mission / Vision for 2025 and Beyond

a. The commissioner will schedule a Special Meeting for Workshop

13. Discussion and take action on setting a date for a Strategy and Goals Mission / Vision for 2025 and Beyond workshop

a. Tentative date will be January 5, 2026. Set date will go out on an agenda.

14. Interim Fire Chief Report

a. Tabled. Mr. Shelton was not present to give report.

14. Discussion on any other non-agenda item without taking action, from any commissioner or announcements which may be of interest to the public.

a. None

15. Next meeting agenda items:

a. Discuss fees for information on Public Information Act. (Open Meetings Act)

b. Amend budget

c. Select Officers

16. Discussion on Adjourning:

a. Mrs. Oswalt made a motion to adjourn the meeting at 7:11 pm. Seconded by Mrs. Marcontell  
Motion carried. All voting for the motion.

Respectfully Submitted December 16, 2025

Daneen Oswalt, Secretary