



## Hardin County Emergency Services District 7

### Minutes of Meeting on April 22, 2024

Regular Meeting called to order at 6:46 PM

- 1) Establish a quorum was present. Curtis Davis called the meeting to order at 6:46 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 and Curtis Davis. Jacqueline Robertson was absent.
- 3) There was no public comment received.
- 4) Consent Agenda Items:
  - (a) Approval of the last meeting minutes, Mr. Dodson made the motion to approve. Seconded by Mrs. Marcontell, Motion carried. All voting for the motion.
  - (b) Treasurer's Report, Mrs. Marcontell informed the board that she had submitted the request form to the county for the Five-Thousand-dollar loan check to be disbursed. When the check is received Mrs. Marcontell will open ESD bank account. All members present stated that they would meet at the bank to establish the signature cards.
  - (c) No discussion on Accounts Payable
- 5) Mrs. Shirley Cook, Hardin County TAC and Mr. Steve Smith (Newly elected TAC) were present to provide the board with information about collection reporting done by the tax office and submitted to the ESD. Mrs. Cook also advised that we attend a TNT workshop on July 8, 2024. The Truth-In-Taxation form will need to be filled out and submitted to the TAC office as soon as all board members are established.
- 6) The board tabled taking action for the Bond on the Treasurer:
  - a) Discussed Mr. Davis contacting Judge McDainel to confirm amount for the bond and check to see what company he would recommend for the bond.
- 7) Budget Workshop Meeting:
  - a) Mr. Davis reviewed the checklist from the Safe-D guidelines for an upcoming budget workshop. The ESD will focus on the budget for the 5k received from the county. This will establish a template for the amended budget for funds from TAC.
  - b) Budget workshop is set for May 13<sup>th</sup>, 2024 @ 5-7pm. Items to be discussed:
    1. Establish an attorney

2. Establish a CPA
3. Needs Assessment as a district.
4. Develop long term goals and strategy.
5. Adopt a budget
6. Insurance
7. Mutual Aide contracts and agreements

8) Web Site development:

- a) Mr. Davis shared with the board all the requirements needed for a web site. The board agreed to use HCESD#7.com as the domain name. The web site could be set up by volunteer high school students or college students.

9) Purchasing Guidelines:

- a) The board tabled taking action for the Purchasing Guidelines.

10) Fire Chief Report:

- a) There was no report provided.

11) Ambulance Report:

- a) There was no report provided.

12) Comments on the next month agenda items.

- a) Names & Cost of Attorney & CPA
  - b) Mr. Davis to meet with Bobby Love to help with analysis assessment. Bobby is working nights until June.
  - c) Bond amount and company
  - d) Purchasing guidelines at bank
  - e) Next regular meeting is scheduled for May 20<sup>th</sup>, 2024
- 13) Mrs. Marcontell made a motion to adjourn the meeting and was seconded by Mr. Dodson. Motion carried all voting for the motion.

Respectfully Submitted April, 23rd, 2024

Elena Kelley, Secretary