



Hardin County Emergency Services District 7

Minutes Meeting on February 17, 2025

Meeting called to order at 6:30 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 Elena Kelley, Denise Marcontell and Curtis Davis and Daneen Oswald. Curtis Davis called the meeting to order at 6:30 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. None
- 4) Consent Agenda items: Consent Agenda Items:
 - a. Approval of meeting minutes for January 20th, January 13th, and January 27th. Mrs. Oswald motioned to approve all minute's list above. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.
- 5) Mrs. Marcontell presented to pay district bills.
 - a. Board agreed to reimburse Mrs. Oswald for charges on her personal card to pay hotel and fuel expense for convention. Mrs. Oswald agreed to be reimbursed for fuel instead of taking milage. ESD paid for one meal at convention. Mrs. Oswald motioned to approve paying bills. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.
- 6) Treasurer report update by Mrs. Marcontell:
 - a. Treasurer's Report-Previous Bank Balance \$6,911.99. January debits - \$401.35. Deposits \$0.00. Bank Balance \$6,510.64.
 - b. Accounts Payable –none at this time. Mrs. Oswald made a motion to approve consent agenda items. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.

7) District Financial Statement:

a. Mrs. Oswalt made a motion to approve the adoption the District's Financial Statement. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.

8) Adoption of the Hardin County Emergency Service District #7 rule regarding recording of open meetings by persons in attendance.

a. attending persons may record in designated area.

b. no Artificial Intelligence (AI) may be used.

c. Mrs. Oswalt made a motion to approve the adoption of the Hardin County Emergency Service District #7 rule regarding recording of open meetings by persons in attendance. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

9) Adoption of the Hardin County Emergency Service District #7 Investment policy for the district.

a. The District will assign two designees in a separate resolution as an investment officer.

b. Mrs. Oswalt made a motion to approve the adoption of the Hardin County Emergency Service District #7 Investment policy for the district. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

10) Strategies and Goals Mission/Vision for 20254 and Beyond:

a. Mrs. Oswalt motioned to table at this time until Mr. Shelton could be at the meeting. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

11) Update for the 2024 Request for Emergency Services District Information to be provided to the Hardin County Commissioners Court (All)

a. Mr. Davis dropped off all reports to the court prior to the due date. All was approved by the judge.

(1) ESD #7 2025 Budget

(2) ESD #7 Tax rate adapted by the voters at the creation of the ESD in 2023

(3) ESD #7 Debt Service for FY 2024

(4) Previous years' calls for Fire and EMS

(5) Contract status between ESD and service providers for fire suppression and emergency medical services

(6) Roster for paid and contract employees

(7) Roster for fire and emergency and medical service personnel

(8) List of assets owned by ESD

(9) ESD providing Emergency Medical Service and plan forward

(10) ESD participation in Emergency Medical Responder Program

12) Update from Mr. Davis on Mutual aid contract discussions with Kountze, Saratoga, Batson, Liberty Co, Segno (All)

a. This will be followed up with Aaron Tupper on Statewide 411

b. Woodpecker and North Liberty County will also be included.

13) Update from Mr. Davis on the status of the transfer of a county vehicle surplus property to ESD #1.

a. Commissioners court agenda for February 11, 2025, sold Tahoe to ESD #1.

14) Update from Mr. Davis on the status of the Sales and Use Tax Election documentation needed:

a. Discussed and will continue discussion at next meeting.

15) Update from Mr. Davis on the status of an entity with eminent domain authority that wants to acquire real property for public use:

a. No property tax has been paid in 45 years.

b. Jimmy McKim will charge \$500 for research on property.

16) Update from Mrs. Marcontell on the status of signature cards needing to be signed by commissioners for the ESD.

a. Signatures will be made by Mrs. Marcontell, Treasurer, Mrs. Kelley, Assistant Treasurer, Mr. Shelton, Vice-President, and Mr. Davis, President.

b. The financial institution will be First Financial Bank, Account# 126110004903

- 17) Discussion regarding Service Provider Contract needed for 2025:
 - a. Discussed and tabled at this time.
 - b. Mrs. Oswalt will revise contract and email to Mr. Barry.
 - c. Mrs. Oswalt motion to table contract. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.
- 18) Update for Mr. Davis on setting date and time for Budget Workshop:
 - a. Date set for June 09, 2025 at 6:30pm.
- 19) Discussion on insurance requirements for Hardin County Emergency Service District #7.
 - a. Mrs. Oswalt is going to take action regarding insurance requirements.
 - b. Mr. Davis motion to approve. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.
- 20) Discussed ESD signage posted on the building prepare that ESD conducts meetings.
 - a. Mrs. Kelley was designated to have sign made.
 - b. Mrs. Kelley motion to approve. Seconded by Mr. Davis. Motion carried. All voting for the motion.
- 21) Discussion of approval of selecting an Attorney to represent the District.
 - a. Mrs. Oswalt made the motion to employ Mr. Kenton P. Campbell. Seconded by Mr. Davis. Motion carried. All voting for the motion.
 - b. Mr. Davis will follow-up with attorney fees.
- 22) Discussion on any other non-agenda item without taking action, brought by a commissioner and / or including reports from the Votaw / Thicket Vol. FD command structure; or announcements which may be of interest to the public. No non-agenda items.
 - a. Mrs. Kelley reminds the commissioners of upcoming audit April 1, 2025.
 - b. Mrs. Marcontell will prepare and schedule for Audit.

23) Fire Chief's Report:

- a. Report was given verbally by Jake: 8 calls, 7 medical, 1 fire from power line.

24) Next Meeting Agenda Items:

- a. Approval of Strategy and Goals mission / Vision for 2025 and Beyond (All).
- b. Mutual aid contract discussions with Kountze, Saratoga, Batson, Liberty Co, Segno, Woodpecker and North Liberty County (All)
- c. Adding Mrs. Kelley to the Hardin County Emergency Service District #7 Investment Policy.
- d. Sales and Use Tax Election documentation needed.
- e. Statewide 411
- f. Status with entity with eminent domain
- g. Service Provider Contract
- h. Districts insurance requirement
- i. Status on Attorney and fees
- j. Plan for upcoming Audit and set a date
- k. Record retention
- l. Open savings for reserved account

25) Mrs. Oswalt made a motion to adjourn the meeting. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

Respectfully Submitted February 18, 2025.

Daneen Oswalt, Secretary