



Hardin County Emergency Services District 7

Minutes of Meeting on March 18, 2024

Regular Meeting called to order at 6:34 PM

- 1) Establish a quorum was present. Mr. Davis gave the invocation and lead the Pledge of Allegiance. A quorum was present: Present was Lloyd Dodson, Elena Kelly, Denise Marcontell and Curtis Davis. Jackqueline Robertson was absent. Curtis Davis called the meeting to order at 6:34 P.M.
- 2) 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 we would need additional time to get the depository set up. She will complete the I-9 for the district and other documentation to set the account up.
 - (c) Payment of account payable, with the depository not being set up we don't have any accounts needing to be paid just yet.
- 3) Tabled from the Feb meeting: Designate a Banking depository for ESD 7 to utilize within 2024.
 - a) Discussed amongst the board all the banking items need to be completed to establish an account with First Financial. They were the most helpful in working with the group to get an account. Mrs. Marcontell will be completing all the necessary information to have an account set up. She will be reporting back to the board at the April 1st meeting. The board tabled the item for the April 1st meeting.
- 4) Acceptance of the board's required training
 - a) Discussed Mrs. Kelley had all board members training paperwork but Mr. Davis'. He would get it to her to file with the county clerks office. Mr. Davis would get his completed training records to Mrs. Kelley before the next meeting. Tabled for the April 1st meeting.
- 5) Selection of a P.O. Box in Thicket.
 - a) Discussed Mrs. Kelley stopped by the post office and gather information for a PO box. A PO box would cost \$74.00 Mrs. Marcontell was told that the box would be free to the district. Mrs. Kelly would be stopping back by the post office to obtain a box for the district. Tabled until the April 1st meeting.
- 6) Bond for the Treasurer.
 - a) Discussed, with the banking depository not established this item was tabled. Board will place on

the April 1st meeting agenda.

- 7) Web site development.
 - a) Discussed that Mr. Davis will be looking into the requirements and cost for establishing a web site for the district. Mr. Davis to report back at the next meeting on April 1st.
- 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 to report back at the next meeting on April 1st.
- 9) Chief Appraiser meeting

Discussed with the county chief appraiser what our potential revenue would be based off the voted in tax rate for the ESD. She shared what had been developed thus far on the potential dollar amounts would be. Gave the board some paperwork on property tax basics.
- 10) Budget work shop 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 a email for board member to review. The board will need to set a time for the budget work shop. Mr. Davis to report back at the next meeting on April 1st.
- 11) Fire Chief's report
 - a) See Fire Report – No fire calls for the month.
- 12) Ambulance Report – There were 3 EMS calls for the month. See report Did discuss the need to have an functioning AED within the district.
- 13) Establish the consent agenda items for the normal board meetings.
 - a) Discussed and approved the normal consent agenda items the board will use Mr. Dodson made the motion and seconded by Mrs. Kelly. Motion carried all voting for the motion.
- 14) Comments from on the next month agenda items.
 - a) Invite Mrs. Shirley Cook to the next regular meeting.
 - b) Schedule a special meeting to get tabled items completed. April 1st 2024.
 - c) Next regular meeting is scheduled for April 15th 2024
- 15) Mrs. Kelley made a motion to adjourn the meeting and was seconded by Mr. Dodson. Motion carried all voting for the motion.

Respectfully Submitted March 29, 2024.

Elena Kelley Secretary