



Hardin County Emergency Services District 7

Minutes Meeting on March 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. Mr. Tommy Shelton was absent. 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:
 - a. Approval of meeting minutes for February 17, 2025.
Mr. Davis motioned to approve Minutes list above. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.
- 5) Treasurer report update by Mrs. Marcontell:
 - a. Treasurer's Report-Previous Bank Balance \$6510.64. February debits - \$1898.56. Deposits \$20,659.24. Bank Balance \$25,271.32.
 - 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.
- 6) Discussed Strategy and Goals Mission for 2025 and Beyond:
 - a. Tabled at this time.

- 7) Discussed Mutual Aide Contracts with Kountze, Saratoga, Batson, Liberty Co., Segno, Woodpecker and North Liberty Co.
- 8) Update from Mr. Davis on the status of the Sales and Use Tax Election documentation needed
 - a. Tabled at this time. Waiting until closer to election. Per Allysa
- 9) Discussed Service Provider Contract
 - a. Tabled. Email copy of new contract to Votaw Thicket Fire Dept.
- 10) Discussed Hardin County Emergency District #7 Insurance requirements.
 - a. Tabled. Need to wait until we have assets.
- 11) Discussed purchasing a sign for Hardin County Emergency District #7
 - a. Tabled. Mrs. Kelley is going to find out to required measurements and verbiage that needs to be on sign.
- 12) Discussed selecting attorney to be utilized by the District and attorney fees
 - a. The attorney selected will be Mr. Kenton Campbell
 - b. Attorney fees will be, \$250 for a partner, \$200 per hour for associate, (Mr. Campbell), \$100 per hour for legal assistants. The rates will be billed to the 1/10th of an hour.
 - c. Mrs. Oswalt made the motion to approve rates for attorney fees. Seconded by Mrs. Kelley. Motion carried. All voting for the motion.
- 13) Discussed adding Mrs. Kelley to the Hardin County Emergency District #7 Investment Policy.
 - a. Mr. Davis made the motion to approve Mrs. Kelley the Hardin County Emergency District #7 Investment policy including exhibits A & B. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.
- 14) Discussed Statewide 411
 - a. Tabled. Waiting for more information from Aaron.
- 15) Discussed upcoming audit
 - a. The district will use Mitchell Fontenot CPA, Inc. for auditing services.

b. Fees will range between \$500-\$2500.

c. Mrs. Oswalt made the motion to approve Mitchell Fontenot for auditing services. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

16) Discussed Record Retention

a. Mrs. Kelley volunteered to be the Record Retention officer

b. Mrs. Oswalt made the motion to approve Mrs. Kelley as Record Retention officer. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

17) Discussion regarding savings account for reserve:

a. Discussed a 10% - 20% savings reserve and tabled at this time.

b. Mrs. Marcontell wants to research interest rates before we select an financial entity.

18) Discussion regarding eminent domain of property, selection of property owners and heirs are being researched by Mr. McKim. Waiting to hear back from him.

a. Tabled at this time. There is no new information.

19) Discussion on non-agenda items

a. Discussed the name of the Votaw & Thicket VFD. Mr. Davis ask what the correct name is of the VFD. State documents of filings are Votaw & Thicket VFD, however the VFD calls itself Votaw/Thicket VFD or Votaw-Thicket VFD. Mrs. Oswalt as for the VFD's non-profit information and 501(c)3 with Mr. Love (Votaw Thicket Volunteer Fire Department, Fire Chief) he stated that they VFD was a 501 (c) 3 organization. He did not have the proper documentation to determine this. He will discuss this information with his attorney to produce the proper documentation in determining their status both within the state of Texas and with the federal government. The ESD will consult with their attorney as well on this matter.

b. Discussed 2nd quarter Southeast Region Safe-D meeting. Meeting will be hosted by Hardin County ESD #2. It will be held at: Lumberton Central Fire Station HCESD 2 @ 228 Country Lane Dr. Lumberton, Texas 77657 on Monday, May 5, 2025 at 9:00am.

20) Discussed Fire Chief's Report:

a. Report was given by Jackie Williams: 7 calls, 5 medical, 2 fire

21) Executive Session in regards to Section 551.072 – Deliberation about real property

a. started at 8:28pm finished at 8:58 pm

22) Next Meeting Agenda Items:

a. Approval of Strategy and Goals mission/ Vision for 2025 and Beyond (All).

b. Mutual aid contract/Statewide 411 discussions with Kountze, Saratoga, Batson, Liberty Co, Segno, Woodpecker and North Liberty County (All)

c. Sales and Use Tax Election documentation needed.

d. Status with entity with eminent domain

e. Service Provider Contract

f. Districts insurance requirement

g. Plan for upcoming Audit and set a date

h. Discuss ESD #7 sign

i. Discuss VFD tax exemption and nonprofit status / 501(c) 3

25) Mrs. Oswalt made a motion to adjourn the meeting at 8:59pm. Seconded by Mrs. Marcontell. Motion carried. All voting for the motion.

Respectfully Submitted March 19, 2025.

Daneen Oswalt, Secretary