



**Mayor Tim Marshall**  
**Councilmember Jerry Webb**  
**Councilmember Jasmine McDowell**  
**Councilmember Jarom Tefteller**

**Mayor Pro-Tem Pete Herrmann**  
**Councilmember Marty Jordan**  
**Councilmember Michael Chevalier**

## **MINUTES**

The City of Gilmer Council Meeting convened in regular session at 5:15 P.M. on Tuesday, November 12, 2024, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

### **The following Councilmembers were present:**

Mayor Tim Marshall  
Councilmember Marty Jordan  
Councilmember Jasmine McDowell  
Councilmember Jarom Tefteller

Mayor Pro-Tem Pete Herrmann  
Councilmember Jerry Webb  
Councilmember Michael Chevalier

### **The following Councilmembers were absent:**

None

### **The following staff was present:**

Greg Hutson, City Manager  
Mike Martin, City Attorney

Mary Bullock, City Secretary

### **Other Attendees:**

Phillip Williams, Gilmer Mirror  
Sharlyn Cook, Realtor  
Jaidyn Yarber, Resident

Grady Toler, Plumber  
Adan Ibarra, Resident

### **I. Call to Order** **Invocation** **Pledge of Allegiance**

Mayor Tim Marshall called the meeting to order at 5:15 P.M. The invocation was led by Councilmember Jerry Webb, and the Pledge of Allegiance was led by Councilmember Jasmine McDowell.

## II. Public Comment

## III. Announcements

### 1. Mayor's Announcements:

- a. The Mayor read a letter from the Flight of the Phoenix Aviation Museum thanking the city staff, mayor, and council for their support of the Camp Billy Machen Memorial Park dedication on October 17, 2024.

Councilmember Jarom Tefteller entered the meeting at 5:17 P.M.

- b. The Mayor reminded the council and city staff that the Gilmer Volunteer Fire Department Annual Chili Supper is tonight at 7:00 P.M.

### 2. City Manager's Announcements:

- a. The City Manager mentioned Yamboree and Abney parks have been vandalized and he is looking at camera options to catch the offenders.
- b. The City Manager talked to Stan Hayes with Hayes Engineering about the electrical plans for Yamboree Park and the plans should be ready by the end of the month.
- c. The City Manager called TML to discuss if the city needed council approval to go out for bids and TML stated the council does not need to approve going out for bids since they are approving the final accepted bid. Therefore, the City Manager is having Stan Hayes go out for bids on the water tank projects.

### 3. City Council Member's Announcements

- a. Councilmember Jerry Webb asked about lighting plans for Abney Park around the walking trail. The City Manager mentioned he would have it looked at with the cameras.

## IV. Consent Agenda

1. Consider approval of City Council Minutes from October 22, 2024
2. Consider approval of Code Enforcement Report for October 2024
3. Consider approval of Police Department Report for October 2024
4. Consider approval of Fire Department Report for October 2024
5. Consider approval of Expense Report for October 2024
6. Consider approval of Financials for October 2024

Mayor Pro-Tem Pete Herrmann made a motion to approve consent agenda items, with a second by Councilmember Jerry Webb, and a vote of 7/0 for approval.

## V. Items to Consider

1. Consider, discuss, and take possible action on approving the closure of Davis Street Alley for the Candy Cane Lane hosted by the Yulefest Committee on Saturday, December 7, from 9:00 A.M. – 12:00 P.M. and matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the closure of Davis Street Alley for the Candy Cane Lane hosted by the Yulefest Committee on Saturday, December 7, with a second by Councilmember Jerry Webb, and a vote of 7/0 for approval.

2. Consider, discuss, and take possible action on approving the closure of Davis Street for the Christmas Boutique Crawl hosted by Defining Grace on Saturday, December 16, from 12:00 P.M. – 9:00 P.M. and matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the closure of Davis Street for the Christmas Boutique Crawl hosted by Defining Grace on Monday, December 16, with a second by Councilmember Jerry Webb, and a vote of 7/0 for approval.

After discussion about the dates of the request, Monday is the 16<sup>th</sup> and Saturday is the 14<sup>th</sup>, so the council re-voted to cover both dates.

Mayor Pro-Tem Pete Herrmann made a motion to approve the closure of Davis Street for the Christmas Boutique Crawl hosted by Defining Grace on Saturday, December 14, with a second by Councilmember Jarom Tefteller, and a vote of 7/0 for approval.

3. Consider, discuss, and take possible action to close City Offices at 12:00 P.M. on Wednesday, November 27, 2024, in observance of the Thanksgiving Holiday and matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the closure of City Offices at 12:00 P.M. on Wednesday, November 27, 2024, in observance of the Thanksgiving Holiday, with a second by Councilmember Jasmine McDowell, and a vote of 7/0 for approval.

4. Consider, discuss, and take possible action to close City Offices at 12:00 P.M. on Monday, December 23, 2024, in observance of the Christmas Holiday and matters related thereto (Enclosure).

Councilmember Marty Jordan made a motion to approve the closure of City Offices at 12:00 P.M. on Monday, December 23, 2024, in observance of the Christmas Holiday, with a second by Councilmember Jerry Webb, and a vote of 7/0 for approval.

5. Consider, discuss, and take possible action to cancel the November 26, 2024, City Council meeting and matters related thereto (Enclosure).

Councilmember Jerry Webb made a motion to cancel the November 26, 2024, City Council meeting, with a second by Councilmember Marty Jordan, and a vote of 7/0 for approval.

6. Consider, discuss, and take possible action to cancel the December 24, 2024, City Council meeting and matters related thereto (Enclosure).

Councilmember Jerry Webb made a motion to cancel the December 24, 2024, City Council meeting, with a second by Councilmember Michael Chevalier, and a vote of 7/0 for approval.

7. Consider, discuss, and take possible action regarding City Officials and Employees' Christmas Luncheon at CUTX Community Gathers Building on December 19th and matters related thereto (Enclosure).

Councilmember Michael Chevalier made a motion approving the City Officials and Employees' Christmas Luncheon at CUTX Community Gathers Building on December 19th, with a second by Councilmember Marty Jordan, and a vote of 7/0 for approval.

8. Consider, discuss, and take possible action authorizing the City Manager to execute the contract for electrical services with Hill Electric Company 2024-2025 and matters related thereto (Enclosure).

Councilmember Marty Jordan made a motion authorizing the City Manager to execute the contract for electrical services with Hill Electric Company 2024-2025, with a second by Councilmember Jasmine McDowell, and a vote of 7/0 for approval.

9. Consider, discuss, and take possible action to approve Ordinance No. 24-041 Amending the Monthly Charges for Sanitation Solutions and matters related thereto (Enclosure).

Mayor Tim Marshall stated the requested 4.52% increase is based on the most recent CPI data. Councilmember Jarom Tefteller questioned the amount since the most recent CPI has the rate closer to 2%. City Manager Greg Hutson stated he spoke to Josh Bray at Sanitation Solutions and some of the increase was due to labor rates. Councilmember Jarom Tefteller said that the contract needed to be reviewed since we agreed that CPI should only be driving the increase, not the labor rate as well. The council agreed to pass on taking action to approve Ordinance No. 24-041 Amending the Monthly Charges for Sanitation Solutions.

10. Consider, discuss, and take possible action to approve Resolution No. R24-007 Covered Applications and Prohibited Technology Policy and all matters related thereto (Enclosure).

Council discussed the need for the policy and possibly adding an additional policy discouraging employees from accessing any social media sites on city equipment unless necessary for their job duties.

Councilmember Jarom Tefteller made a motion approving Resolution No. R24-007 Covered Applications and Prohibited Technology Policy, with a second by Mayor Pro-Tem Pete Herrmann, and a vote of 7/0 for approval.

11. Consider, discuss and take possible action to approve the Engagement Letter with Brooks Watson & Co. for the City's Annual Audit and matters related thereto (Enclosure).

City Manager Greg Hutson recommended this CPA Firm as he has worked with them before at Samson Park. Mayor Tim Marshall said the budget had auditing set at \$30,000 for the year and going with this firm would increase the cost by \$2,850.00

Mayor Pro-Tem Pete Herrmann made a motion approving the Engagement Letter with Brooks Watson & Co. for the City's Annual Audit, with a second by Councilmember Jarom Tefteller, and a vote of 7/0 for approval.

12. Consider, discuss, and take possible action to approve the request for city water service outside the city limits at 2007 S. Montgomery St., Gilmer, Texas, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion approving the request for city water service outside the city limits at 2007 S. Montgomery St., Gilmer, Texas, with a second by, Councilmember Jasmine McDowell and a vote of 7/0 for approval.

13. Consider, discuss, and take possible action to cancel the City's Drought Contingency Plan and matters related thereto (Enclosure).

Councilmember Jerry Webb made a motion to cancel the City's Drought Contingency Plan, with a second by, Councilmember Jasmine McDowell and a vote of 7/0 for approval.

**VI. Adjournment**

Councilmember Jerry Webb made a motion to adjourn, with a second by Councilmember Jasmine McDowell, and a vote of 7/0 for approval.

Meeting adjourned at 5:47 P.M.

ATTEST:

  
Mary Bullock, City Secretary

