



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

**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, January 14, 2025, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

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

Mayor Tim Marshall  
Councilmember Marty Jordan  
Councilmember Jasmine McDowell

Mayor Pro-Tem Pete Herrmann  
Councilmember Jerry Webb  
Councilmember Jarom Tefeller

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

Councilmember Michael Chevalier

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

Greg Hutson, City Manager  
Mike Martin, City Attorney

Mary Bullock, City Secretary

### **Other Attendees:**

Phillip Williams, Gilmer Mirror  
Jeff Griebeling, Resident  
James Isreal, J & A Coatings  
Brenda Jeffery, Resident

Stan Hayes, Hayes Engineering  
Josh Bray, Sanitation Solutions  
Robert Stevenson, J & A Coatings  
Steve Dean, 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 Mayor Pro-Tem Pete Herrmann.

#### **II. Public Comment**

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

### III. Announcements

1. Mayor's Announcements: None
2. City Manager's Announcements: None
3. City Council Member's Announcements: Councilmember Jerry Webb stated the dedications at Abney Park had not happened yet, but wanted to take the opportunity to thank his colleagues and everyone who made it happen. City Manager Greg Hutson says the dedication will occur in March when there is warmer weather.

### IV. Consent Agenda

1. Consider approval of City Council Minutes from December 10, 2024
2. Consider approval of Code Enforcement Report for December 2024
3. Consider approval of Police Department Report for December 2024
4. Consider approval of Fire Department Report for December 2024
5. Consider approval of Expense Report for December 2024
6. Consider approval of Financials for December 2024

Mayor Pro-Tem Pete Herrmann made a motion to approve consent agenda items, with a second by Councilmember Jasmine McDowell, and a vote of 6/0 for approval.

### V. Items to Consider

1. Consider, discuss, and take possible action to approve Ordinance No. 25-001 Amending the Monthly Charges for Sanitation Solutions and matters related thereto (Enclosure).

Josh Bray from Sanitation Solutions discussed the methods they use to calculate the increase in relation to the contract. Councilmember Jarom Tefteller discussed the concern the council has about the rates since the CPI-U stated the increase was not as much as Sanitation Solutions requested.

Josh Bray stated that Sanitation Solutions did not ask for increases regarding disposal fees and operation costs that they could request per the contract. Those additions would have made the requested increase much higher.

Josh Bray said he will reach back out to headquarters to confirm the correct CPI-U rate they should use. Council and Josh Bray agreed they should be looking at the CPI-U from the Bureau of Labor Statistics from September to September of each year for the rate calculations. Both sides also agreed that the rate for this year should be 2.6% instead of the proposed rate of 4.52%.

Councilmember Jarom Tefteller made a motion to approve Ordinance No. 25-001 Amending the Monthly Charges for Sanitation Solutions with a rate increase of 2.6%, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

2. Consider, discuss, and take possible action to rescind the bid recommendation by Hayes Engineering for ARPA Project 2024 Tank Repairs and Maintenance to J & A Coatings, LLC for \$693,411 due to unsecured bonding, and authorize rebidding of project, and all matters related thereto (Enclosure).

Stan Hayes from Hayes Engineering discussed the reasons behind rescinding the bid recommendation and also splitting the project up into multiple bidding packages due to the condition of the second tank on Harrison Street since it would require additional metal fabrication work in addition to the painting.

Councilmember Marty Jordan made a motion to accept rescinding the bid recommendation to J & A Coatings, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

Councilmember Jarom Tefteller made a motion to reject the remaining three bids and return the bonds for all bidders, with a second by Mayor Pro-Tem Pete Herrmann, and a vote of 6/0 for approval.

Councilmember Jarom Tefteller made a motion to rebid the original package with the modifications to Harrison Street Tank #2, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

3. Consider, discuss, and take possible action to approve Resolution R25-001 designating The Gilmer Mirror as the newspaper of record for the City of Gilmer, Texas, and all matters related thereto (Enclosure).

Councilmember Jerry Webb made a motion to approve Resolution R25-001 designating The Gilmer Mirror as the newspaper of record for the City of Gilmer, Texas, with a second by Councilmember Jarom Tefteller, and a vote of 6/0 for approval.

4. Consider, discuss, and take possible action to approve the following appointments for Fire Marshal for the Gilmer Fire Department, and all matters related thereto (Enclosure):
  - a. Fire Marshal – Johnny Taylor

Mayor Pro-Tem Pete Herrmann made a motion to approve Johnny Taylor as Fire Marshal for the Gilmer Fire Department, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

5. Consider, discuss, and take possible action to approve the following appointments for the Gilmer Fire Department, and all matters related thereto (Enclosure):
  - a. Fire Chief – Jerry H. Taylor
  - b. 1st Assistant Chief – Ken Scheid
  - c. 2nd Assistant Chief – Phillip Wilburn

Councilmember Marty Jordan made a motion to approve Jerry H. Taylor as Fire Chief, Ken Scheid as 1<sup>st</sup> Assistant Chief, and Phillip Wilburn as 2<sup>nd</sup> Assistant Chief for the Gilmer Fire Department, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

6. Consider, discuss, and take possible action to approve the agreement between Upshur Co. Emergency Services District #1 and the City of Gilmer regarding Dispatching Services for FY 2024-2025, and all matters related thereto (Enclosure).

Councilmember Marty Jordan made a motion approving the agreement between Upshur Co. Emergency Services District #1 and the City of Gilmer regarding Dispatching Services for FY 2024-2025, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

7. Consider, discuss, and take possible action to approve Resolution 25-002 to Nominate a Board Member to the vacancy of the Upshur CAD Board of Directors, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve Resolution 25-002 and nominated Brenda Jeffery to the vacancy of the Upshur CAD Board of Directors, with a second by, Councilmember Jasmine McDowell and a vote of 6/0 for approval.

Councilmember Jarom Tefteller left the meeting at 6:13 P.M.

8. Consider, discuss, and take possible action to approve the signing of Texas Settlement Subdivision Participation and Release Form by City Manager Greg Hutson regarding the Kroger Opioid Settlement, and all matters related thereto (Enclosure).

Councilmember Marty Jordan made a motion approving the signing of Texas Settlement Subdivision Participation and Release Form by City Manager Greg Hutson regarding the Kroger Opioid Settlement, with a second by, Mayor Pro-Tem Pete Herrmann and a vote of 5/0 for approval.

Councilmember Jarom Tefteller returned to the meeting at 6:15 P.M.

9. Consider, discuss, and take possible action to approve Ordinance 25-002 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the WWTP Generator Transfer Switch in the amount of \$11,635.00 (Enclosure).

Councilmember Marty Jordan made a motion approving Ordinance 25-002 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the WWTP Generator Transfer Switch in the amount of \$11,635.00, with a second by, Mayor Tim Marshall and a vote of 6/0 for approval.

10. Consider, discuss, and take possible action to approve Ordinance 25-003 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the Repair of the Water Line at the Stage Store in the amount of \$10,132.00 (Enclosure).

Councilmember Jasmine McDowell made a motion approving Ordinance 25-003 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and

ending September 30, 2025, for the Repair of the Water Line at the Stage Store in the amount of \$10,132.00, with a second by, Councilmember Jerry Webb and a vote of 6/0 for approval.

11. Consider, discuss, and take possible action to approve Ordinance 25-004 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Engineering Services for the ARPA Water Tank Project in the amount of \$24,200.00 (Enclosure).

Mayor Tim Marshall made a motion approving Ordinance 25-004 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Engineering Services for the ARPA Water Tank Project in the amount of \$24,200.00, with a second by, Councilmember Marty Jordan and a vote of 6/0 for approval.

12. Consider, discuss, and take possible action to approve Ordinance 25-005 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the WWTP Clarifier #2 Repair in the amount of \$17,167.36 (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion approving Ordinance 25-005 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the WWTP Clarifier #2 Repair in the amount of \$17,167.36, with a second by, Councilmember Jasmine McDowell and a vote of 6/0 for approval.

13. Consider, discuss, and take possible action to approve Ordinance 25-006 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the CDBG Montgomery Street Project in the amount of \$19,000.00 (Enclosure).

Councilmember Jasmine McDowell made a motion approving Ordinance 25-006 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the CDBG Montgomery Street Project in the amount of \$19,000.00, with a second by, Mayor Pro-Tem Pete Herrmann and a vote of 6/0 for approval.

14. Consider, discuss, and take possible action to approve Ordinance 25-007 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the Repair of the Westside Lift Station Pump #1 in the amount of \$22,567.00 (Enclosure).

Councilmember Marty Jordan made a motion approving Ordinance 25-007 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the Repair of the Westside Lift Station Pump #1 in the amount of \$22,567.00, with a second by, Mayor Pro-Tem Pete Herrmann and a vote of 6/0 for approval.

15. Consider, discuss, and take possible action to approve Ordinance 25-008 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Final Payment of the Council Chamber Repairs in the amount of \$6,750.00 (Enclosure).

Councilmember Jarom Tefteller made a motion approving Ordinance 25-008 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Final Payment of the Council Chamber Repairs in the amount of \$6,750.00, with a second by, Councilmember Jerry Webb and a vote of 6/0 for approval.

16. Consider, discuss, and take possible action to approve Ordinance 25-009 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the Repairs to Fire Department Engine #1 in the amount of \$6,964.33 (Enclosure).

Councilmember Jasmine McDowell made a motion approving Ordinance 25-009 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for the Repairs to Fire Department Engine #1 in the amount of \$6,964.33, with a second by, Councilmember Marty Jordan and a vote of 6/0 for approval.

17. Consider, discuss, and take possible action to approve Ordinance 25-010 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Engineering Services for CDBG Montgomery Street Project in the amount of \$53,000.00 (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion approving Ordinance 25-010 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2024, and ending September 30, 2025, for Engineering Services for CDBG Montgomery Street Project in the amount of \$53,000.00, with a second by, Councilmember Jerry Webb and a vote of 6/0 for approval.

## VI. Adjournment

Councilmember Jarom Tefteller made a motion to adjourn, with a second by Councilmember Jasmine Cunningham, and a vote of 6/0 for approval.

Meeting adjourned at 6:30 P.M.



Tim Marshall, Mayor

ATTEST:



Mary Bullock, City Secretary