



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, February 25, 2025, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

The following Councilmembers were present:

Mayor Tim Marshall
Councilmember Marty Jordan
Councilmember Jarom Tefteller

Mayor Pro-Tem Pete Herrmann
Councilmember Jerry Webb

The following Councilmembers were absent:

Councilmember Jasmine McDowell

Councilmember Michael Chevalier

The following staff was present:

Greg Hutson, City Manager
Mike Martin, City Attorney
Jason Murray, Police Captain

Mary Bullock, City Secretary
Lana Davidson, Police Chief

Other Attendees:

Phillip Williams, Gilmer Mirror
Stan Hayes, Hayes Engineering
Marty Young, Goudarzi & Young Law Firm
Steve Dean, Upshur Co. Econ. Dev. Partnership

Stephen Covington, Airport Hangar Lessee
Kenneth Childress, Airport Hangar Lessee
Brent Goudarzi, Goudarzi & Young Law Firm

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 Mayor Pro-Tem Pete Herrmann, and the Pledge of Allegiance was led by City Attorney Mike Martin.

II. Public Comment

III. Announcements

1. Mayor's Announcements: None
2. City Manager's Announcements: None
3. City Council Member's Announcements: None

IV. Consent Agenda

1. Consider approval of City Council Minutes from January 28, 2025
2. Consider approval of City Council Minutes from February 14, 2025
3. Consider approval of Code Enforcement Report for January 2025
4. Consider approval of Police Department Report for January 2025
5. Consider approval of Fire Department Report for January 2025
6. Consider approval of Expense Report for January 2025
7. Consider approval of Expense Report for February 2025
8. Consider approval of Financial Report for January 2025

Mayor Pro-Tem Pete Herrmann made a motion to approve consent agenda items, with a second by Councilmember Jerry Webb, and a vote of 4/0 for approval.

V. Items to Consider

1. Consider, discuss, and take possible action regarding the presentation from Brent Goudarzi & Marty Young regarding streetlights on US Highway 271, and all matters related thereto.

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

Attorney Brent Goudarzi addressed the council regarding streetlights being out along US Highway 271 South.

No motions were made.

2. Consider, discuss, and take possible action regarding the Upshur County Economic Development Partnership presentation from their President, Steve Dean, and all matters related thereto.

President of Upshur County Economic Development Partnership, Steven Dean, addressed the council regarding the history of the Fox Stephens Field - Gilmer Municipal Airport and his vision for future development of the airport.

No motions were made.

3. Consider, discuss, and take possible action regarding the presentation from Anjel Stanley regarding creating an inclusive section of the new parks for toddlers and children with disabilities, and all matters related thereto.

Resident Anjel Stanley was not able to attend the meeting to present. This item will be moved to the next regular scheduled meeting.

No motions were made.

4. Consider, discuss and take possible action to acknowledge the Interim Rate Adjustments (IRA) for CenterPoint Energy that take effect on April 19, 2025, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to acknowledge the Interim Rate Adjustments (IRA) for CenterPoint Energy that take effect on April 19, 2025, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

5. Consider, discuss and take possible action to approve the quote from L3Harris for new radios for the Police Department in the amount of \$30,422.70, and all matters related thereto (Enclosure).

Police Chief Lana Davidson explained the equipment they currently have is outdated and are unrepairable. Out of the bids they received, L3Harris was the best in regards to price, equipment, and service.

Mayor Tim Marshall made a motion to approve the quote from L3Harris for new radios for the Police Department in the amount of \$30,422.70, with a second by Councilmember Jarom Tefteller, and a vote of 5/0 for approval.

6. Consider, discuss, and take possible action to approve the bid recommendation by Hayes Engineering of TxCDBG Project - Montgomery Street Reconstruction to Anchor Contracting, LLC for \$374,832.00, and all matters related thereto (Enclosure).

Stan Hayes from Hayes Engineering discussed the bid process for this project. He had expressed concern regarding incorrect line-item calculations from Anchor Contracting's bid, but said the grand total did add up correctly. He did contact the City's Grant Administrators, Traylor & Associates, Inc., and they said the City can still accept their low bid. This was also confirmed by the Texas Department of Agriculture.

Mayor Pro-Tem Pete Herrmann made a motion to approve the bid recommendation by Hayes Engineering of TxCDBG Project - Montgomery Street Reconstruction to Anchor Contracting, LLC for \$374,832.00, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

7. Consider, discuss and take possible action approving and accepting the quote from The Way Welding for the manufacturing and installation of two catwalks at the WWTP for an amount of \$21,900.00 and crane rental from Classic Crane in the amount of \$2,200.00 for a total project cost of \$24,100.00, and all matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the quote from The Way Welding for the manufacturing and installation of two catwalks at the WWTP for an amount of \$21,900.00 and crane rental from Classic Crane in the amount of \$2,200.00 for a total project cost of \$24,100.00, with a second by Mayor Pro-Tem Pete Herrmann, and a vote of 5/0 for approval.

8. Consider, discuss, and take possible action to approve a Warrant Recall from March 1 – April 30, 2025, waiving the warrant fee if payment arrangements are made, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve the Warrant Recall from March 1 – April 30, 2025, waiving the warrant fee if payment arrangements are made, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

9. Consider, discuss and take possible action to approve Ordinance 25-021 amending the "Airport" Chapter of the Code of the City of Gilmer, Texas, 1987, through the repeal of the existing chapter and the adoption of a new "Airport" Chapter; providing for a fine for each violation of the ordinance; providing this ordinance be cumulative; providing for severability, governmental immunity, injunctions, publication and becoming effective ten days after first publication; and all matters related thereto (Enclosure).

Due to the discussion between council and citizens regarding the ordinance change that specifically states, "Any land lease hangar owner shall not be a lessor/lessee of any city owned hangars. For purposes of aircraft maintenance, the onsite FBO at Fox Stephens airport is exempted from this restriction," City Manager Greg Hutson recommended council tabling the changes until more research and clarification can be made to the Ordinance.

No motions were made.

10. Consider, discuss, and take possible action to approve dates for the Spring Clean-up for the City of Gilmer, March 24-29, 2025, and all matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the dates for the Spring Clean-up for the City of Gilmer as March 24-29, 2025, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

11. Consider, discuss, and take possible action to approve Ordinance 25-020 Declaring Unopposed Candidates in the May 3, 2025, General Election; cancelling said election; providing issuance of a certificate of election to each candidate; providing a severability clause; and providing an effective date; and all matters related thereto (Enclosure).

Councilmember Marty Jordan made a motion to approve Ordinance 25-020 Declaring Unopposed Candidates in the May 3, 2025, General Election; cancelling said election; providing issuance of a certificate of election to each candidate; providing a severability clause; and providing an effective date, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

12. Consider, discuss, and take possible action to approve the appointment of five (5) Board of Adjustment Members, and all matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve the appointment of five (5) Board of Adjustment Members, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

13. Consider, discuss, and take possible action to approve Ordinance 25-014 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 Barbwire Fencing at Airport in the amount of \$32,789.25, and matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 25-014 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 Barbwire Fencing at Airport in the amount of \$32,789.25, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

14. Consider, discuss, and take possible action to approve Ordinance 25-015 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 Rehabilitation of Well #5 and Installation of Booster Pump #1 at Ruby Street in the amount of \$102,329.68, and matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve Ordinance 25-015 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 Rehabilitation of Well #5 and Installation of Booster Pump #1 at Ruby Street in the amount of \$102,329.68, with a second by Mayor Pro-Tem Pete Herrmann, and a vote of 5/0 for approval.

15. Consider, discuss, and take possible action to approve Ordinance 25-016 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 Ruby Street Booster #2 Pump and Impeller in the amount of \$13,410.81 (Enclosure).

Councilmember Jarom Tefteller made a motion to approve Ordinance 25-016 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 Ruby Street Booster #2 Pump and Impeller in the amount of \$13,410.81, with a second by Councilmember Marty Jordan, and a vote of 5/0 for approval.

16. Consider, discuss, and take possible action to approve Ordinance 25-017 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 Harrison Street Booster #1 Pump and Impeller in the amount of \$16,435.00 (Enclosure).

Councilmember Jerry Webb made a motion to approve Ordinance 25-017 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 Harrison Street Booster #1 Pump and Impeller in the amount of \$16,435.00, with a second by Councilmember Jarom Tefteller, and a vote of 5/0 for approval.

17. Consider, discuss, and take possible action to approve Ordinance 25-018 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 Elementary Lift Station Pump #1 in the amount of \$16,257.00 (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 25-018 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 Elementary Lift Station Pump #1 in the amount of \$16,257.00, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

18. Consider, discuss, and take possible action to approve Ordinance 25-019 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 Well #7 Pump in the amount of \$20,486.19 (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve 25-019 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 Well #7 Pump in the amount of \$20,486.19, with a second by Mayor Tim Marshall, and a vote of 5/0 for approval.

19. Consider, discuss, and take possible action to cancel the regularly scheduled council meeting on March 11, 2025, and all matters related thereto.

Councilmember Jarom Tefteller made a motion to cancel the regularly scheduled council meeting on March 11, 2025, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

VI. Executive Session

1. Consider and take action to enter into Executive Session under Article Number §551.074, Personnel Matters - Evaluation of the City Manager as required by the City Charter, and all matters related thereto.

Mayor Tim Marshall addressed the council stating we do not have a full council and will pass on holding an executive session tonight until a full body of council is present to finish the evaluation of the City Manager.

IX. Adjournment

Councilmember Jerry Webb made a motion to adjourn, with a second by Mayor Tim Marshall, and a vote of 5/0 for approval.

Meeting adjourned at 6:39 P.M.



Tim Marshall, Mayor

ATTEST:

Mary Bullock
Mary Bullock, City Secretary

