



**Mayor Tim Marshall**  
**Councilmember Jerry Webb**  
**Councilmember Jasmine Cunningham**  
**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, October 10, 2023, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

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

Mayor Tim Marshall  
Councilmember Jerry Webb  
Councilmember Michael Chevalier

Mayor Pro-Tem Pete Herrmann  
Councilmember Marty Jordan

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

Councilmember Jarom Tefteller

Councilmember Jasmine Cunningham

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

Greg Hutson, City Manager  
Jerry Taylor, GFD Chief

Kimberly Smith, TRMC, MMC, City Secretary

### **Other Attendees:**

Phillip Williams, Gilmer Mirror  
Mark Skinner, Airport Board

Stephen Covington, Airport Board  
Barry Smith, CUTX

#### **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 Pledge of Allegiance was led by City Manager Greg Hutson.

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

No public comments.

### III. Consent Agenda

The consent agenda consisted of City Council Minutes from September 26, 2023, Code Enforcement Report for September 2023, Fire Department Report for September 2023, Expense Report for September 2023, and Financials For September 2023.

Mayor Pro-Tem Pete Herrmann made a motion to approve consent agenda items, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

### IV. Items to Consider

1. Consider, discuss, and take possible action to approve the City Investment Report for period ending September 30, 2023.

City Manager Greg Hutson briefly went over the Investment Report.

Councilmember Michael Chevalier made a motion to approve the City Investment Report for period ending September 30, 2023, with a second by Councilmember Marty Jordan, and a vote of 5/0 for approval.

2. Consider, discuss, and take possible action to approve the street closures for Treats on the Square, sponsored by the Chamber of Commerce and Gilmer PD to be held on Saturday, October 28, 2023, from 5:00 pm to 7:00 pm.
  - a. Jefferson Street from Hilltec Insurance to Stewart Insurance and Realty.
  - b. Simpson Street to Hwy 154.

Councilmember Marty Jordan made a motion to approve the street closures for Treats on the Square, with a second by Mayor Pro-Tem Pete Herrmann, and a vote of 5/0 for approval.

3. Consider, discuss, and take possible action to approve the street closures for Fall Fest held from CUTX from Friday, November 10, 2023 at 6:00 pm until Sunday, November 12, 2023 at 10:00 am.
  - a. Simpson Street from Hwy 154 to Jefferson Street
  - b. Buffalo Street from Simpson Street to Trinity Street
  - c. Titus Street from Buffalo Street to Cass Street
  - d. Davis Street from Buffalo Street to Cass Street

Councilmember Michael Chevalier made a motion to approve the street closures for Fall Fest, with a second by Councilmember Marty Jordan, and a vote of 5/0 for approval.

4. Consider, discuss, and take possible action to approve to lift Burn Ban in the city limits of Gilmer.
 

Fire Chief Jerry Taylor stated he was good with lifting the Burn Ban since the weather has cooled off and the humidity isn't as bad.

Mayor Tim Marshall made a motion to approve to lift the Burn Ban in the city limits of Gilmer, with a second by Councilmember Micheal Chevalier, and a vote of 5/0 for approval.

- 5. Consider, discuss, and take possible action to approve the Mayor's Orders changing to Stage 4 of the City's Drought Contingency Plan and matters related thereto.

City Manager Greg Hutson recommended changing to Stage 3 after talking with Public Works Director Kenneth Harris.

Mayor Tim Marshall made a motion to change to Stage 3 of City's Drought Contingency Plan, with a second by Councilmember Michael Chevalier, and a vote of 5/0 for approval.

- 6. Consider, discuss, and take possible action to approve Ordinance 23-040 Airport Ordinance.

City Manager Greg Hutson explained the changes in the ordinance to the City Council.

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 23-040 Airport Ordinance, with a second by Councilmember Michael Chevalier, and a vote of 5/0 for approval.

- 7. Consider, discuss, and take possible action to approve the agreement for dispatching services between the City of Gilmer and the Upshur County Emergency Services District No. 1 for 2023-2024.

Mayor Pro-Tem Pete Herrmann made a motion to approve the agreement for dispatching services between the City of Gilmer and the Upshur County Emergency Services District No. 1 for 2023-2024, with a second by Councilmember Michael Chevalier, and a vote of 5/0 for approval.

- 8. Consider, discuss, and take possible action to approve the agreement for Fire Fighting Services between the City of Gilmer and the Upshur County Emergency Services District No. 1 for 2023-2024.

Councilmember Marty Jordan made a motion to approve the agreement for Fire Fighting Services between the City of Gilmer and the Upshur County Emergency Services District No. 1 for 2023-2024, with a second by Councilmember Michael Chevalier, and a vote of 5/0 for approval

**V. Adjournment**

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

Meeting adjourned at 5:30 p.m.

ATTEST:

*Kimberly Smith*  
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 Kimberly Smith, TRMC, MMC, City Secretary

*Tim Marshall*  
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 Tim Marshall, Mayor

