



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, November 28, 2023, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

**The following Councilmembers were present:**

Mayor Tim Marshall  
Councilmember Jerry Webb  
Councilmember Michael Chevalier

Councilmember Marty Jordan  
Councilmember Jarom Tefteller  
Councilmember Jasmine Cunningham

**The following Councilmembers were absent:**

Mayor Pro-Tem Pete Herrmann

**The following staff was present:**

Greg Hutson, City Manager

Kimberly Smith, TRMC, MMC, City Secretary

**Other Attendees:**

Phillip Williams, Gilmer Mirror  
Doug Climeid, Resident

Phillip Bruns, 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 Pledge of Allegiance was led by Councilmember Michael Chevalier.

**II. Public Comment**

No public comments.

**III. Announcements**

Councilmember Jarom Tefteller entered the meeting at 5:16 p.m.

1. Mayor's announcements
2. City Manager's announcements
3. City Council Member's announcements

#### IV. Consent Agenda

The consent agenda consisted of City Council Minutes from November 14, 2023 and Expense Report for October 2023.

Councilmember Jerry Webb made a motion to approve consent agenda items, with a second by Councilmember Jasmine Cunningham, and a vote of 6/0 for approval.

#### V. Items to Consider

1. Consider, discuss, and take possible action to approve the Engagement Letter with Karen Jacks & Associates, P.C. for the City's Annual Audit.

Mayor Tim Marshall made a motion to approve the Engagement Letter with Karen Jacks & Associates, P.C. for the City's Annual Audit, with a second by Councilmember Michael Chevalier, and a vote of 6/0 for approval.

2. Consider, discuss, and take possible action to approve a contract for Management Services to Gary R. Traylor & Associates, Inc., for the execution of Contract No. CDV23-0454 between the City of Gilmer and the Texas Department of Agriculture (TDA) regarding the 2023 Texas Community Development Grant Program for street improvements.

Councilmember Jarom Tefteller made a motion to approve a contract for Management Services to Gary R. Traylor & Associates, Inc., for the execution of Contract No. CDV23-0454 between the City of Gilmer and the Texas Department of Agriculture (TDA) regarding the 2023 Texas Community Development Grant Program for street improvements, with a second by Councilmember Michael Chevalier, and a vote of 6/0 for approval.

3. Consider, discuss, and take possible action to approve Resolution R23-017 casting votes for a two-year term position(s) of the Upshur County Appraisal District Board of Directors.

Councilmember Jarom Tefteller made a motion to approve Resolution R23-017 to split the votes equally to Brandon Dodd, David Fonteno, Richard Gage, Mike Spencer and John Ussery for a two-year term position(s) to of the Upshur County Appraisal District Board of Directors, with a second by Councilmember Michael Chevalier, and a vote of 6/0 for approval.

4. Consider, discuss, and take possible action to approve Ordinance 23-051 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2023 and ending September 30, 2024, to cover 2023-2024 Street Improvement Project Construction Costs was approved on October 24, 2023 in the amount of \$280,490.00.

Councilmember Michael Chevalier asked when Rayford would be starting the project. City Manager Greg Hutson stated in January with weather permitting.

Councilmember Jasmine Cunningham made a motion to approve Ordinance 23-051 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2023 and ending September 30, 2024, to cover 2023-2024 Street Improvement Project Construction Costs was approved on October 24, 2023 in the amount of \$280,490.00, with a second by Councilmember Jarom Tefteller, and a vote of 6/0 for approval.

5. Consider, discuss, and take possible action to approve Ordinance 23-052 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2023 and ending September 30, 2024, to cover Well #5 Shelter in the amount of \$16,300.00.

Councilmember Jarom Tefteller made a motion to approve Ordinance 23-052 amending the City Budget for the City of Gilmer, Texas for the one-year period beginning October 1, 2023 and ending September 30, 2024, to cover Well #5 Shelter in the amount of \$16,300.00, with a second by Councilmember Jerry Webb, and a vote of 6/0 for approval.

## **VI. Executive Session**

1. Consider and take action to enter Executive Session under Article Number §551.071, Consultation with City Attorney concerning Article Number §551.072 Real Estate Deliberation regarding Real Property.
2. Consider and take action to enter into Executive Session under Article Number §551.071, Consultation with City Attorney regarding ceding of jurisdiction.

Councilmember Michael Chevalier made a motion to enter into executive session, with a second by Councilmember Jasmine Cunningham, and a vote of 6/0 for approval.

## **VII. Adjourn Executive Session**

Mayor Tim Marshall made a motion to adjourn executive session, with a second by councilmember Michael Chevalier, and a vote of 6/0 for approval.

## **VIII. Convene Regular Meeting – (In accordance with Texas Government Code, Subchapter D).**

1. Consider, discuss, and take possible action related to deliberation regarding Real Property discussed in the executive session and matters related thereto.

Councilmember Jarom Tefteller made a motion to approve reimbursement of out of pocket expenses and paid out by the end of the week, with a second by Mayor Tim Marshall, and a vote of 6/0 for approval.

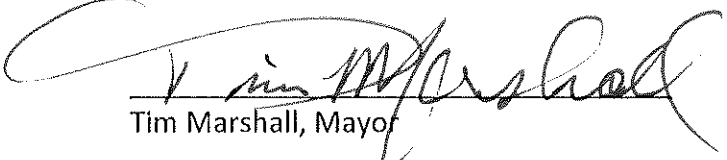
2. Consider, discuss, and take possible action related to deliberation regarding ceding of jurisdiction and consultation with City Attorney discussed in the executive session and matters related thereto.

Councilmember Michael Chevalier made a motion to table ceding jurisdiction for further review until a later meeting date, with a second by Councilmember Jarom Tefteller, and a vote of 6/0 for approval.

IX. Adjournment

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

Meeting adjourned at 6:14 p.m.

  
Tim Marshall, Mayor

ATTEST:

  
Kimberly Smith, TRMC, MMC, City Secretary

