

**GILMER CITY COUNCIL
REGULAR STATED SESSION
COUNCIL CHAMBERS, CITY HALL
110 BUFFALO, GILMER, TEXAS
TUESDAY, April 13th , 2021 5:15 P.M.**

COUNCIL PRESENT:

**MAYOR TIM MARSHALL
COUNCILMAN MARTY JORDAN, DISTRICT 2
COUNCILMAN MICHAEL CHEVALIER, AT-LARGE
COUNCILMAN BRIAN WILLIAMS, DISTRICT 3
COUNCILMAN JAROM TEFTELLER, AT-LARGE**

COUNCIL ABSENT:

**COUNCILMEMBER TEATHEL HOLLIS, DISTRICT 4
MAYOR PRO-TEM WILLIAM HORNSBY, DISTRICT 1**

STAFF PRESENT:

**GREG HUTSON, CITY MANAGER
MARIA CISNEROS, CITY SECRETARY
MIKE MARTIN, CITY ATTORNEY
LISA LONG, CIVIC CENTER DIRECTOR**

OTHERS PRESENT:

**PHILLIP WILLIAMS, GILMER MIRROR
ALISE NOLAN
ABBY STEWART
ANNA CONLAN
JOHN MARTIN, HILLTOP SECURITIES
MICHEL MARTIN, HILLTOP SECURITIES
KAREN JACKS, KAREN A JACKS & ASSOCIATES
JEFF GULBAS, MCCALL PARKHURST
STEVE STEWART
PETE HERRMANN**

MINUTES

1. CALL TO ORDER

INVOCATION

PLEDGE OF ALLEGIANCE

Mayor Tim Marshall called the meeting to order at 5:16p.m. The invocation was led by City Manager Greg Hutson and Pledge of Allegiance was led by Councilmember Jarom Tefteller.

2. CITIZEN COMMENT

No citizen comments

3. CONSENT AGENDA

- a) Consider approval of City Council minutes from March 23, 2021
- b) Consider approval of Gilmer Police Dept report for March, 2021
- c) Consider approval of Gilmer Fire Department report for March, 2021
- d) Consider approval of Code Enforcement Report March, 2021
- e) Consider approval of Food Inspection Report March, 2021
- f) Consider approval of Expense Report for March, 2021

Councilmember Marty Jordan made a motion to approve consent agenda items with a second by Councilmember Brian Williams and a vote of 5/0 for approval.

4. CONSIDER ACCEPTANCE AND APPROVAL OF AUDIT REPORT FOR FISCAL YEAR ENDED SEPTEMBER 30, 2020.

Karen A. Jacks, CPA, representing Karen A. Jacks & Associates, P.C. presented the fiscal year ending September 30, 2020 audit report to Council. Ms. Jacks stated the City had a very successful audit-giving the City an unmodified (clean) opinion on our financial statements, the highest opinion a City can receive. The City's financial statements are materially accurate and presented in accordance with standards for government. The fund balance is financially healthy at this time as the ending balance is \$2.2 million in total fund balance. Civic Center did suffer a deficit at the end of FY20 because of the pandemic. It should go up as everything has opened back up and it has always been healthy in the past. City is in compliance with rules and regulations, laws, contracts, agreements. City Manager Greg Hutson praised Mr. Gary Smith and city staff for helping prepare financials for audit.

Councilmember Brian Williams made a motion to approve audit report with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

5. CONSIDER AND ACT ON A RESOLUTION NO. 21-005 DIRECTING PUBLICATION OF NOTICE OF INTENTION TO ISSUE COMBINATION TAX AND REVENUE CERTIFICATES OF OBLIGATION AND ALL MATTERS RELATED THERETO.

Councilmember Jarom Tefteller made a motion to approve Resolution No. 21-005 and a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

6. CONSIDER AND ACT ON A RESOLUTION NO. 21-007 APPROVING A RESOLUTION OF THE GILMER ECONOMIC DEVELOPMENT CORPORATION AUTHORIZING THE ISSUANCE OF THE CORPORATION'S SALES TAX REVENUE REFUNDING BONDS; AND ENACTING OTHER PROVISIONS RELATING TO THE SUBJECT AND ALL MATTERS RELATED THERETO.

John Martin with Hilltop Securities addressed Council regarding Resolution No. 21-007 and matters to it.

Councilmember Jarom Tefteller made a motion to approve Resolution NO. 21-007 with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

7. CONSIDER AND ACT ON ACCEPTING BIDS RECEIVED AND AWARDED CONTRACT FOR "2021 STREET IMPROVEMENTS" AND ALL MATTERS RELATED THERETO.

City Manager Greg Hutson stated bids were received by Hayes Engineering for the 2021 Street Improvements and Stan Hayes with Hayes Engineering recommends awarding to low bidder, Rayford's Truck and Tractor, for their bid in the amount of \$73,164.00.

Councilmember Brian Williams made a motion to approve bid contract with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

8. CONSIDER AND ACT ON ACCEPTING PROPOSAL RECEIVED FROM ELECTRICAL EXPERTISE INC. FOR HARRISON STREET PUMP STATION & WELL #6 GENERATORS PROVIDING FOR RFQ PURCHASE SPECIFICATIONS AND ALL MATTERS RELATED THERETO.

City Manager Greg Hutson stated proposal received from Electrical Expertise Inc. is for RFQ specifications to purchase generators for two locations Harrison Pump Station & Well #6. The design fee for providing specifications is \$5,000.00. If city wants review of the generator/ ATS submittal information before purchase, the additional fee is \$1,250.00.

Councilmember Brian Williams made a motion to accept proposal received with a second by Mayor Tim Marshall and a vote of 5/0 for approval.

9. **CONSIDER AND ACT ON PROPOSED QUOTE FROM EMPIRE SECURITY FOR SECURITY CAMERAS AROUND THE SQUARE; THEREWITH DISCUSS AND ACT UPON ENTERING A POSSIBLE AGREEMENT WITH UPSHUR COUNTY TO INSTALL SAID CAMERAS AND EQUIPMENT ON AND IN THE UPSHUR COUNTY COURTHOUSE AND ALL MATTERS RELATED THERETO.**

City Manager Greg Hutson addressed council regarding security cameras quotes received from Empire Security. Council approved expenditures for security cameras and installation not to exceed \$10,671.96

Councilmember Marty Jordan made a motion to enter agreement with Upshur County to install cameras and equipment with a second by Councilmember Jarom Tefteller and a vote of 5/0 for approval.

10. **CONSIDER AND ACT ON AUTHORIZING THE MAYOR AND CITY MANAGER TO TRANSFER CITY-OWNED PROPERTY FOR PURPOSES OF RESIDENTIAL DEVELOPMENT AND REVITALIZATION BY DEED WITHOUT WARRANTY TO SCM INTEGRITY FIRST COMPANIES; BEING ALL OF THE SOUTH ½ OF MONROE STREET AND ALL OF ITS SROW LYING WEST OF THE WROW LINE OF ABNEY STREET AND EAST OF THE EROW LINE OF SOUTH BRADFORD STREET BORDERING THE NBL OF LOT 1, (NORTH PART), BLOCK 10, MINGS ADDITION AND THE NBL OF LOT 2 (NORTH PART), BLOCK 10, MINGS ADDITION, CITY OF GILMER IN THE A. LUBRERA SURVEY, (A-3) UPSHUR COUNTY, TEXAS, AND ALL MATTERS RELATED THERETO.**

Mayor Tim Marshall made a motion to authorize transfer of city-owned property conditional upon homestead exemption requirements for purpose of residential development with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

11. **CONSIDER AND ACT ON AUTHORIZING THE MAYOR AND CITY MANAGER TO TRANSFER CITY-OWNED PROPERTY FOR PURPOSES OF RESIDENTIAL DEVELOPMENT AND REVITALIZATION BY DEED WITHOUT WARRANTY TO KAREN D. WILSON; BEING THE NORTH ½ OF MONROE STREET AND ALL OF ITS NROW LINE LYING EAST OF THE EROW LINE OF SOUTH BRADFORD STREET TRAVELING EAST AND PARALLEL WITH THE SBL OF LOT 6, BLOCK 9, MINGS ADDITION TO THE SE CORNER AT THE EAST LINE OF LOT 6, BLOCK 9 MINGS ADDITION, CITY OF GILMER, IN THE A. LUBRERA SURVEY (A-3), UPSHUR COUNTY, TEXAS, AND ALL MATTERS RELATED THERETO.**

Mayor Tim Marshall made a motion to authorize transfer of city-owned property for purpose of residential development with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

12. **CONSIDER REQUEST FOR CITY WATER SERVICE OUTSIDE CITY LIMITS AT 1550 STATE HIGHWAY 155 SOUTH GILMER, TEXAS, AND ALL MATTERS RELATED THERETO.**

Councilmember Marty Jordan made a motion to authorize outside water service with a second by Councilmember Brian Williams and a vote of 5/0 for approval.

13. **CONSIDER AND ACT ON APPROVAL OF STREET CLOSURES AROUND TOWN SQUARE EXCEPTING SH154 CLOSING DAVIS, SIMPSON, EAST JEFFERSON/BUFFALO STREET AND DOWN TITUS TO EAST CASS STREET FOR THE 3RD ANNUAL CHEROKEE ROSE FESTIVAL ON SATURDAY, MAY 8TH, 2021 FROM 7:00 A.M. TO 5:00 P.M. AND ALL MATTERS RELATED THERETO (ENCLOSURE).**

Alise Nolan with Cherokee Rose Festival addressed council and stated that the times for street closure have changed. City Attorney Mike Martin recommended amending agenda item with new street closure times that will begin Friday, May 14th, 2021 at 10:00 p.m. and ending Sunday, May 16th, 2021 at 10 a.m.

Councilmember Jarom Tefteller made a motion to approve street closure for Cherokee Rose Festival with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

14. **CONSIDER AND ACT ON ORDINANCE 21-007; 1ST AMENDING OF ORDINANCE NO. 21-004; AMENDING ORDINANCE NO. 20-038, EXHIBIT "F", MISCELLANEOUS FEE SCHEDULE, ADDING HANGAR BUILDING PERMIT FEE FOR THE CITY OF GILMER, TEXAS AND MATTERS RELATED THERETO (ENCLOSURE).**

Councilmember Jarom Tefteller made a motion to approve Ordinance No.21-007 adding a flat hangar building permit fee of \$350.00 with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

15. **CONSIDER AND ACT ON APPROVING ORDINANCE NO. 21-005 AMENDING ORDINANCE NO. 20-038, EXHIBIT "F", MISCELLANEOUS FEE SCHEDULE, INCREASING AIRPORT CITY HANGAR RENTAL FEE, FOR THE CITY OF GILMER, TEXAS AND MATTERS RELATED THERETO (ENCLOSURE).**

Councilmember Marty Jordan made a motion to approve Ordinance No. 21-005 increasing monthly hangar rental fee to \$160.00 monthly plus \$10.00 service fee and increasing annual fee to \$1,920.00 with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

16. **CONSIDER AND ACT ON APPROVING ORDINANCE NO. 21-006 AMENDING ORDINANCE NO. 20-038, EXHIBIT "F", MISCELLANEOUS FEE SCHEDULE, INCREASING AIRPORT HANGAR/BUILDING LAND LEASE RATE, FOR THE CITY OF GILMER, TEXAS AND MATTERS RELATED THERETO (ENCLOSURE).**

Mayor Tim Marshall made a motion to approve Ordinance No.21-006 deleting rate of .09 cent per sq.ft increasing to .12 per sq. ft. with a second by Councilmember Brian Williams and a vote of 4/0 for approval Councilmember Jarom Tefteller abstained.

17. **CONSIDER AND ACT ON PARTIAL REFUNDING REQUEST OF BUILDING PERMIT FEE TO AIRPORT FBO FOR HANGAR BUILDING PERMITS IN THE AMOUNT OF \$1,650 AND ALL MATTERS RELATED THERETO.**

City Manager Greg Hutson stated that Tim Sipp with J.L. Aero LLC had previously paid \$900.00 each for three hangar building permits and not airport hangar building permits.

Mayor Tim Marshall made a motion to approve City Manager Greg Hutson to refund the difference of \$1,650.00 for hangar permits with a second by Councilmember Marty Jordan and a vote of 5/0 for approval.

18. **CONSIDER AND ACT ON APPROVING CLOSING OF CITY HALL ON WEDNESDAY, MAY 5TH, 2021 AT 9:45 A.M. UNTIL 12:15 P.M. FOR EMPLOYEE TRAINING AT THE CIVIC CENTER BY STRATEGIC GOVERNMENT RESOURCES.**

City Manager Greg Hutson stated that training was originally planned back in February, 2021 and was postponed due to winter storm.

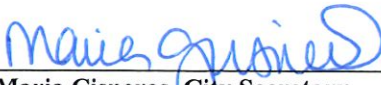
Councilmember Jarom Tefteller made a motion to approve employee training with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

19. ADJOURN

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

Meeting adjourned at 6:21 p.m.

ATTEST:


Maria Cisneros, City Secretary




Tim Marshall, Mayor