

**GILMER CITY COUNCIL  
REGULAR STATED SESSION  
COUNCIL CHAMBERS, CITY HALL  
TUESDAY, October 13<sup>th</sup> , 2021 5:15 P.M.  
110 BUFFALO, GILMER, TEXAS**

**COUNCIL PRESENT:**

**MAYOR TIM MARSHALL  
MAYOR PRO-TEM WILLIAM HORNSBY, DISTRICT 1  
COUNCILMAN MICHAEL CHEVALIER, AT-LARGE  
COUNCILMAN JAROM TEFTELLER, AT-LARGE  
COUNCILMAN MARTY JORDAN, DISTRICT 2  
COUNCILMAN BRIAN WILLIAMS, DISTRICT 3  
COUNCILMEMBER JASMINE CUNNINGHAM, DISTRICT 4**

**STAFF PRESENT:**

**GREG HUTSON, CITY MANAGER  
MARIA CISNEROS, CITY SECRETARY  
MIKE MARTIN, CITY ATTORNEY**

**OTHERS PRESENT:**

**PHILIP WILLIAMS, GILMER MIRROR  
LINDSEY HITT, CREDIT UNION OF TEXAS  
RANDY HILL, HILL ELECTRIC  
TIM HILL, HILL ELECTRIC**

**MINUTES**

**1. CALL TO ORDER  
INVOCATION  
ROLL CALL**

Mayor Tim Marshall called the meeting to order at 5:15 p.m. The invocation was led by City Manager Greg Hutson and Pledge of Allegiance was led by Mayor Tim Marshall.

**2. CITIZEN COMMENT**  
No citizen comments

**3. CONSENT AGENDA**

- a. Consider approval of City Council minutes from September 28<sup>TH</sup> , 2021
- b. Consider approval of Gilmer Fire Department Report for September, 2021
- c. Consider approval of Gilmer Police Department Report for September, 2021
- d. Consider approval of Code Enforcement Report for September , 2021
- e. Consider approval of Food Establishment report for September, 2021
- f. Consider approval of Expense Report for September , 2021
- g. Consider approval of Financial Report for September, 2021

Councilmember Jarom Tefteller walked in at 5:20 p.m.

City Manager Greg Hutson discussed fiscal year sales tax and results for this fiscal year were higher than last fiscal year.

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

**4. CONSIDER ACTION TO CANCEL OCTOBER 26<sup>TH</sup>, 2021 COUNCIL MEETING**

Councilmember Jarom Tefteller made a motion to approve cancellation of October 26<sup>th</sup> council meeting with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

**5. CONSIDER AND ACT ON GILMER CHAMBER OF COMMERCE REQUEST TO, WAIVE DAY BEFORE EVENT, CIVIC CENTER RENTAL FEES FOR UPSHUR COUNTY CAREER/COLLEGE DAY.**

Councilmember Jarom Tefteller made a motion to approve request to waive civic center rental fees for Upshur County Career/ College Day with a second by Mayor Tim Marshall and a vote of 5/0 for approval.

**6. CONSIDER AND ACT ON PROPOSED QUOTE FROM HILL ELECTRIC FOR COMPLETE REWORK/REWIRE OF HARRISON STREET PUMP STATION, INSTALL OF FEEDER LINES, REMOVING OLD DISCONNECTS, STARTERS, PROGRAM VFD'S; DUE TO SAFETY ISSUES AND ALL MATTERS RELATED THERETO.**

Councilmember Jarom Tefteller made a motion to accept proposed quote from Hill Electric in the amount of \$49,230.00 with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

**7. CONSIDER DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 21-025 AMENDING THE CITY BUDGET FOR THE CITY OF GILMER, TEXAS FOR THE ONE YEAR PERIOD BEGINNING OCTOBER 1, 2021 AND ENDING SEPTEMBER 30, 2022 TO REPAIR/REPLACE TRANSFORMER AT HARRISON STREET WATER PUMP IN THE AMOUNT OF \$49,230.00.**

Mayor Tim Marshall made a motion to approve Ordinance No. 21-025 for repair/replacement of Harrison Street Water Pump with a second by Councilmember Jarom Tefteller and a vote of 5/0 for approval.

**8. CONSIDER DISCUSSION AND POSSIBLE ACTION TO APPROVE ORDINANCE NO. 21-024 AMENDING THE CITY BUDGET FOR THE CITY OF GILMER, TEXAS FOR THE ONE YEAR PERIOD BEGINNING OCTOBER 1, 2020 AND ENDING SEPTEMBER 30, 2021 TO TRANSFER FUNDS FROM STREETS FUND TO GENERAL FUND FOR CHEROKEE TRACE STREET IMPROVEMENT IN THE AMOUNT OF \$40,329.54.**

Mayor Tim Marshall made a motion to approve Ordinance No. 21-024 in the amount of \$40, 329.54 with a second by Councilmember Jarom Tefteller and a vote of 5/0 for approval.

**9. CONSIDER AND ACT ON AUTHORIZING THE MAYOR TO EXECUTE THE INTERLOCAL CONTRACT WITH ETCOG FOR CITY 9-1-1 DATABASE MAINTENANCE WITH EAST TEXAS COUNCIL OF GOVERNMENTS FY 2022.**

ETCOG reduced the cost of contract by 30% to provide mapping services and maintenance of the 9-1-1 database.

Councilmember Jarom Tefteller made a motion to authorize Mayor to execute the interlocal contract with ETCOG in the amount of \$3,371.20 that will begin October 1, 2021 and ends September 30, 2022 with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

**10. CONSIDER AND ACT ON APPROVING CLOSURE OF THE FOLLOWING CITY STREETS FOR FALL FEST BY CREDIT UNION OF TEXAS BEGINNING ON FRIDAY, NOVEMBER 12, 2021 AT 6:00 P.M. UNTIL SUNDAY, NOVEMBER 14, 2021 AT 10:00 A.M.**

- a. Buffalo Street from Jefferson to Trinity
- b. Titus Street from Buffalo to Cass Street
- c. Simpson Street from Hwy 154 to Buffalo



**d. Davis Street from Hwy 154 to Buffalo**

Councilmember Jarom Tefteller made a motion to approve closure of City Streets for Fall Fest with a second by Councilmember Jasmine Cunningham and a vote of 5/0 for approval.

**11. CONSIDER AND ACT ON APPROVING CLOSURE OF HENDERSON STREET FOR HALLOWEEN TRUNK OR TREAT ON THE SQUARE BY MINDY COWART ON SATURDAY, OCTOBER 30 FROM 4 P.M.-7 P.M.**

City Manager Greg Hutson will contact Mindy Cowart regarding street closure.

Councilmember Jarom Tefteller made a motion to allow City Manager Greg Hutson to delegate street closure with Mindy Cowart with a second by Councilmember Brian Williams and a vote of 5/0 for approval.

**12. CONSIDER APPROVAL OF ENGAGEMENT LETTER WITH KAREN A. JACKS & ASSOCIATES, P.C. FOR THE CITY'S ANNUAL AUDIT.**

City Manager Greg Hutson addressed Council and stated that the audit fee proposal of \$1,050.00 increased from last year. Many costs of doing business have increased recently, with technology and staffing cost.

Mayor Tim Marshall made a motion to approve engagement letter with Karen A. Jacks for City annual audit in the amount of \$24, 500.00 with a second by Councilmember Michael Chevalier and a vote of 5/0 for approval.

**13. CONSIDER AND DISCUSS CODE ENFORCEMENT ISSUES IN THE CITY AND RECOMMENDED CHANGES AND UPDATES TO RESPECTIVE ORDINANCES.**

Phillip Williams with Gilmer Mirror addressed Council regarding a giant pine tree on greenway street. The tree is leaning tremendously and if it were to fall, it could disrupt power or cause a fatality.

Councilmember Marty Jordan walked in at 6:09 p.m.

City Attorney stepped out of meeting at 6:20 p.m. and back in at 6:25 p.m.

Councilmember Jasmine Cunningham stepped out of meeting at 6:35 and back at 6:36 p.m.

After lengthy discussion, Mayor Tim Marshall made a motion to allow City Manager Greg Hutson and City Attorney Mike Martin to visit ordinance dealing with public safety / public health and make recommendations to City Council in near future with a second by Councilmember Michael Chevalier and a vote of 6/0 for approval.

**14. ADJOURN**

Councilmember Marty Jordan made a motion to adjourn with a second by Councilmember Michael Chevalier and a vote of 6/0 for approval.

Meeting adjourned at 7:06 p.m.

ATTEST:

*Maria Cisneros*

Maria Cisneros, City Secretary



*Tim Marshall*  
Tim Marshall, Mayor