



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

The following Councilmembers were present:

Mayor Tim Marshall
Councilmember Jasmine McDowell
Councilmember Michael Chevalier (via Zoom Meeting)

Mayor Pro-Tem Pete Herrmann
Councilmember Jerry Webb

The following Councilmembers were absent:

Councilmember Marty Jordan

Councilmember Jarom Tefteller

The following staff was present:

Greg Hutson, City Manager
Lisa Long, Civic Center
Jessie Perkins, Community Development

Mary Bullock, City Secretary
Jonathan Nix, Public Works

Other Attendees:

Phillip Williams, Gilmer Mirror
Brandon Dodd, Citizen
Robert C. Schultz, VFW Post 6715

Stan Hayes, Hayes Engineering
Eric Williams, TCMC Commercial

I. Call to Order **Invocation** **Pledge of Allegiance**

Mayor Tim Marshall called the meeting to order at 5:20 P.M. The invocation was led by Mayor Pro-Tem Pete Herrmann, and the Pledge of Allegiance was led by Councilmember Jerry Webb.

II. Public Comment

III. Announcements

1. Mayor's Announcements: Upshur County is under a burn ban.
2. City Manager's Announcements: None
3. City Council Member's Announcements: None

IV. Consent Agenda

1. Consider approval of City Council Minutes from February 25, 2025
2. Consider approval of Code Enforcement Report for February 2025
3. Consider approval of Police Department Report for February 2025
4. Consider approval of Fire Department Report for February 2025
5. Consider approval of Expense Report for March 2025
6. Consider approval of Financial Report for February 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 5/0 for approval.

V. Items to Consider

1. 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.

Anjel Stanley sent in a video presentation that was played in the council chambers for the councilmembers and public attendees. She requested for the parks to be more inclusive for disabled and toddler age children. Mayor Tim Marshall read an email from the contractor of the playground equipment, Red River Recreation, stating that the parks were designed and constructed that meet Federal and State standards in disability compliance as well as additional certifications from ASTM, IPFMA, and CPSC. No motions were made.

2. Consider, discuss, and take possible action to approve the bid recommendation by Hayes Engineering of ARPA Project – 2024 Tank Repairs and Maintenance to O & A Classic Coatings in the amount of \$719,565.00 for Schedule "A" Three Tanks and \$298,613.00 for Schedule "B" Harrison Tank #2 for a total of \$1,018,178.00, and all matters related thereto (Enclosure).

Stan Hayes from Hayes Engineering discussed the bid process and why there were two schedules. City Manager Greg Hutson stated that we are in violation with TCEQ so all tanks need repaired. He also stated most of the funding will be coming from ARPA and the additional expense will be coming from the city reserves by cashing out Certificate of Deposits.

Mayor Tim Marshall made a motion to accept the bid recommendation by Hayes Engineering of ARPA Project – 2024 Tank Repairs and Maintenance to O & A Classic Coatings in the amount of \$719,565.00 for Schedule "A" Three Tanks and \$298,613.00 for Schedule "B" Harrison Tank #2

for a total of \$1,018,178.00, 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 all or a selection of bid recommendations by Hayes Engineering for the Gilmer Park Phase 1 Project to Tegrity Contractors Inc. in the amount(s) of \$4,808,777.00 for "Total Base Bid", \$7,120,191.95 for "Total Base Bid + Alt 1", and/or \$7,163,391.95 for "Total Base Bid + Alt 1 + Alt 2", and all matters related thereto (Enclosure).

Stan Hayes from Hayes Engineering discussed the bid process. City Manager Greg Hutson recommended the council approves Tegrity Contractors Inc. since they were at least \$100,000 lower than then next bidder and they are working with local subcontractors.

Mayor Tim Marshall made a motion to accept the bid recommendation by Hayes Engineering for the Gilmer Park Phase 1 Project "Total Base Bid" to Tegrity Contractors Inc. in the amount of \$4,808,777.00, with a second by Mayor Pro-Tem Pete Herrmann, councilmember Mike Chevalier abstained. There was a vote of three (3) for approval with councilmember Jasmine McDowell against.

4. Consider, discuss and take possible action to approve the East Texas CASA to put blue ribbons around the white light poles around the square for the month of April in support of Child Abuse Awareness Month, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve the East Texas CASA to put blue ribbons around the white light poles around the square for the month of April in support of Child Abuse Awareness Month, with a second by Councilmember Jasmine McDowell, and a vote of 5/0 for approval.

5. Consider, discuss and take possible action to approve the "Highway 271 Sale" at the Civic Center (dates pending); and all matters related thereto.

Civic Center Director Lisa Long explained the concept of the "Highway 271 Sale" and that it is very similar to the "Highway 80 Sale." She would be leasing spaces at the Civic Center for the event. No dates have been established yet.

Mayor Pro-Tem Pete Herrmann made a motion to approve the "Highway 271 Sale" at the Civic Center (dates pending), with a second by Councilmember Jasmine McDowell, and a vote of 5/0 for approval.

6. Consider, discuss, and take possible action to approve waiving rental fees for VFW Post 6715 for a room at the Gilmer Civic Center for their annual Memorial Day Ceremony on May 26, 2025, from 10:00 AM to 12:00 PM; and all matters related thereto (Enclosure).

Robert C. Schultz, from VFW Post 6715 discussed the organization and how the annual memorial day ceremony is integral to the communities of Upshur County.

Mayor Pro-Tem Pete Herrmann made a motion to approve waiving rental fees for VFW Post 6715 for a room at the Gilmer Civic Center for their annual Memorial Day Ceremony on May 26, 2025, from 10:00 AM to 12:00 PM, with a second by Mayor Tim Marshall, and a vote of 5/0 for approval.

7. Consider, discuss and take possible action to approve the changes to the Gilmer Civic Center Contract and agree to the signing of the Vendor Contract Addendum from Texas A&M Forest Service by the City Manager regarding their rental of the ETEX room on May 29, 2025, and all matters related thereto (Enclosure).

Director Lisa Long of the Civic Center explained Texas A&M Forest Service requested to amend our standard contract for the Civic Center. The mayor stated we do not change our contract, and we have never practiced signing additional addendum outside our contracts, and will not do so now. No motion was made.

8. Consider, discuss, and take possible action to approve Ordinance 25-022 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 Repair of Water Pump #1 at Harrison Street in the amount of \$12,816.67, and matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve Ordinance 25-022 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 Repair of Water Pump #1 at Harrison Street in the amount of \$12,816.67, 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 25-023 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 Installations of the Generator Transfer Switch at the WWTP in the amount of \$6,000.00, and matters related thereto (Enclosure).

Councilmember Jasmine McDowell made a motion to approve Ordinance 25-023 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 Installations of the Generator Transfer Switch at the WWTP in the amount of \$6,000.00, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

VI. Executive Session

Consider and take action to enter into Executive Session under:

1. Article Number §551.074, Personnel Matters - Evaluation of the City Manager as required by the City Charter, and all matters related thereto.
2. Article Number §551.071, contemplated or pending litigation, and all matters related thereto.
3. Article Number §551.072, deliberation regarding real property, and all matters related thereto.

Mayor Pro-Tem Pete Herrmann made a motion to enter into Executive Session at 6:36 P.M., with a second by Councilmember Jasmine McDowell, and a vote of 5/0 for approval.

VII. Adjourn Executive Session

Mayor Pro-Tem Pete Herrmann made a motion to exit Executive Session at 6:46 P.M., with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

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

Consider and take action to enter into Executive Session under:

1. Article Number §551.074, Personnel Matters - Evaluation of the City Manager as required by the City Charter, and all matters related thereto.
2. Article Number §551.071, contemplated or pending litigation, and all matters related thereto.
3. Article Number §551.072, deliberation regarding real property, and all matters related thereto.

No action taken.

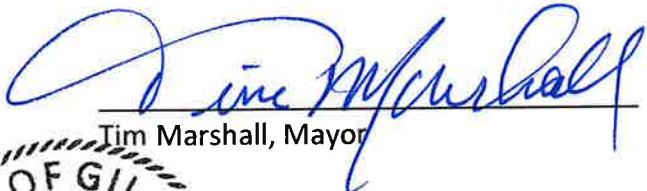
IX. Adjournment

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

Meeting adjourned at 6:46 P.M.

ATTEST:


Mary Bullock, City Secretary


Tim Marshall, Mayor

