



Mayor Tim Marshall
Councilmember Jerry Webb
Councilmember Michael Chevalier
Councilmember Marty Jordan/Brian Williams

Mayor Pro-Tem Pete Herrmann
Councilmember Jasmine McDowell
Councilmember Jarom Tefteller

MINUTES

The City of Gilmer Council Meeting convened in regular session at 5:15 P.M. on Tuesday, May 13, 2025, at Gilmer City Hall, 110 Buffalo St., Gilmer, Texas.

The following Councilmembers were present:

Mayor Tim Marshall
Councilmember Jerry Webb
Councilmember Jarom Tefteller

Councilmember Marty Jordan
Mayor Pro-Tem Pete Herrmann
Councilmember Brian Williams

The following Councilmembers were absent:

Councilmember Michael Chevalier

Councilmember Jasmine McDowell

The following staff were present:

Greg Hutson, City Manager
Garrett Williamson, Accountant

Mary Bullock, City Secretary

Other Attendees:

Phillip Williams, Gilmer Mirror

Thadd Barr, American Legion

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 Mayor Pro-Tem Pete Herrmann, and the Pledge of Allegiance was led by City Manager Greg Hutson.

II. Public Comment

III. Announcements

1. Mayor's Announcements: Mayor Tim Marshall presented Marty Jordan a Certificate of Appreciation for his years of service as a councilmember of the city and the citizens of Gilmer.
2. City Manager's Announcements: City Manager Greg Hutson stated the streetlights on US Highway 271 are in the process of being repaired. One more streetlight may be added in front of the junior high school, but he is waiting to see what the current lights cover once they are turned on before deciding to install an additional light.
3. City Council Member's Announcements: Councilmember Jarom Tefteller recommended inviting Texas State Representative Cole Hefner and TXDOT representatives to a future meeting to discuss the road maintenance issues and contract in a public forum. City Manager Greg Hutson responded, stating the municipal maintenance agreement was rewritten and sent back to TXDOT, but he has not heard anything regarding it.

IV. Consent Agenda

1. Consider approval of City Council Minutes from April 22, 2025
2. Consider approval of Code Enforcement Report for April 2025
3. Consider approval of Police Department Report for April 2025
4. Consider approval of Fire Department Report for April 2025
5. Consider approval of Expense Report for April 2025

Councilmember Jarom Tefteller 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 to approve administering the Oath of Office and presenting the Certificate of Elections forms regarding the City of Gilmer General Election scheduled to be held on May 3, 2025, which was cancelled, pursuant to Ordinance 25-020 approved by the Gilmer City Council on February 25, 2025, and all matters related thereto (Enclosure).
 - a. City Secretary will administer the Oath of Office for those declared elected.
 - b. City Secretary will present the Certificate of Election form(s).

City Secretary Mary Bullock administered the Oath of Office and presented Certificate of Election forms to Tim Marshall, office of Mayor At-Large; Jarom Tefteller, office of Councilmember At-Large; Pete Herrmann, office of Councilmember District 3; and Brian Williams, office of Councilmember District 2. Upon being sworn in, Brian Williams took Marty Jordan's place at the council table for District 2.

2. Consider, discuss, and take possible action to reserve Abney Park for a community event sponsored by Open Door Resource Center on June 3rd at 11:30 AM and allow for use of city funded electricity and water during the event, and all matters related thereto (Enclosure).

Mayor Pro-Tem Pete Herrmann made a motion to approve reserving Abney Park for a community event sponsored by Open Door Resource Center on June 3rd at 11:30 AM and to allowing the use of city funded electricity and water during the event, with a second by Councilmember Jarom Tefteller, and a vote of 5/0 for approval.

3. Consider, discuss, and take possible action to approve the annual Audit Report Fiscal Year ending September 30, 2024, as presented by BrooksWatson CPA, and all matters related thereto.

Louis Breedlove from the city's auditing firm, BrooksWatson & Co., PLLC, presented the 2024 Annual Comprehensive Financial Report to the council. He stated they issued the city an unmodified ("clean") opinion of the city's financial statements for the year ended September 30, 2024.

Mayor Tim Marshall made a motion to approve the annual Audit Report Fiscal Year ending September 30, 2024, as presented by BrooksWatson CPA, with a second by Jarom Tefteller, and a vote of 5/0 for approval.

4. Consider, discuss, and take possible action to authorize the Mayor to execute a Memorandum of Understanding for the purpose of designating the Gilmer Civic Center as an offsite emergency reunification location for Big Sandy ISD, and all matters related thereto (Enclosure).

Councilmember Jerry Webb made a motion to authorize the Mayor to execute a Memorandum of Understanding for the purpose of designating the Gilmer Civic Center as an offsite emergency reunification location for Big Sandy ISD, with a second by Councilmember Jarom Tefteller, and a vote of 5/0 for approval.

5. Consider, discuss, and take possible action to approve amending item thirteen (13) in the Dispatching Agreement between Upshur County Emergency Services District No.1 and the City of Gilmer, and all matters related thereto (Enclosure).

Councilmember Jarom Tefteller stated the amended contract needed to extend the release of liability from the ESD to the city for all the listed dispatch activities that are encompassed in item #13. The council agreed to take no action on approving the agreement. City Manager Greg Hutson said he will reach out to the city's Fire Chief, Jerry Taylor, to discuss liability.

6. Consider, discuss, and take possible action to approve Ordinance 25-035 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 Storm Drain Repair Budget Amendment Correction in the amount of \$36,995.00, and all matters related thereto (Enclosure).

Councilmember Jarom Tefteller made a motion to approve Ordinance 25-035 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 Storm Drain Repair Budget Amendment Correction in the amount of \$36,995.00, with a second by Councilmember Jerry Webb, and a vote of 5/0 for approval.

IX. Adjournment

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

Meeting adjourned at 5:55 P.M.

ATTEST:


Mary Bullock, City Secretary




Tim Marshall, Mayor