Council Chambers, City Hall
401 South Alamo
Marshall, TX 75670
903-935-4421

Members
Amy Ware, District 4 - Mayor
Marvin Bonner, District 1
Leo Morris, District 2
Jennifer Truelove, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING
December 14, 2023
6:00 PM

1. Call to Order and Roll Call

Mayor Amy Ware called the Regular meeting to order in the Council Chambers, City Hall at 06:00 PM.

PRESENT:

Mayor and Council Members:
Mayor Amy Ware
Councilmember Marvin Bonner
Councilmember Leo Morris
Councilmember Jennifer Truelove
Councilmember Reba Godfrey
Councilmember Micah Fenton

ABSENT: Councilmember Amanda Abraham

ADMINISTRATIVE STAFF PRESENT:

Terrell Smith, City Manager
Reggie Cooper, Fire Chief
Cliff Carruth, Police Chief
Dawn Jones, Finance Director
John Wheeler, IT Technician
Scott Rectenwald, City Attorney
Anna Lane, Community Services Director
Chris Miles, Public Works Assistant Director
Nikki Smith, City Secretary/Payroll Accountant
Alex Agnor, Economic Development & Strategic Initiatives Director

2. Invocation and Pledges

Mayor Ware

3. Citizen Comments

Texas Government Code, Sec. 551.007 requires that a governmental body must allow each member of the public who desires to address the body regarding an item on the agenda the opportunity to do so before or during the body's consideration of the item. The "Citizens Comments" portion of the meeting meets the requirements of this law and is the public's opportunity to speak on any item on the agenda. Those who wish to speak are requested to fill out a public comment form and will have three (3) minutes to speak unless additional time has been requested.

Brynlee Ballesteros, Advocate of The Martin House Children's Advocacy Center, provided a brief presentation on the activities of The Martin House and explained how funds will be used if awarded to The Martin House Children's Advocacy Center.

4. Items to be Withdrawn From Consent Agenda

There were no items withdrawn from the Consent Agenda.

5. Consent Agenda

The items on the Consent Agenda require little or no deliberation by the Council. Approval of the Consent Agenda authorizes the City Manager or his designee to proceed with conclusion of each in accordance with staff recommendations, a copy of which is filed with the minutes of the meeting. A Councilmember may remove items from the Consent Agenda by making such request prior to a motion and vote on the Consent Agenda.

Councilmember Bonner made a motion to approve the Consent Agenda. Councilmember Fenton seconded the motion, which passed by a vote of 5:0.

A. Consider approval of the minutes from the November 9, 2023 Regular Council meeting. (City Secretary)

B. Consider approval of the 2024 City Council meeting schedule. (City Secretary)

C. Consider approval of Interlocal Agreements with Harrison County for Public Library Services, Ambulance/Rescue Services and Animal Shelter Services. (Finance)

D. Consider approval of a resolution regarding contributions of Child Safety Fees to The Martin House Children's Advocacy Center. (Finance)

E. Consider approval of awarding a contract for Water\Sewer Pipe Supplies. (Public Works)

F. Consider approval of awarding a contract for Influent Basin Overflow Pump. (Public Works)

G. Consider approval of awarding a contract for Water\Sewer Fittings, Parts, and Supplies. (Public Works)

H. Consider approval of an ordinance amending the 2023 Annual Budget. (Finance)

6. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

7. Public Hearing & Ordinance

A. Conduct a public hearing and consider approval of an ordinance vacating a portion of a City ROW known as Rutherford St. (Public Works)

Scott Rectenwald, City Attorney, provided information regarding the process of vacating the unimproved City ROW known as Rutherford Street. The property owner at 906 Atkins made a formal request for the City to consider vacating this section. Scott Rectenwald asked for approval of an ordinance vacating the City ROW known as Rutherford Street.

Councilmember Truelove arrived at this point in the meeting.

Mayor Ware opened the public hearing.

No one came forward to speak.

Mayor Ware closed the public hearing.

Councilmember Bonner made a motion to approve an ordinance vacating a portion of a City ROW known as Rutherford St. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

8. Resolution

A. Consider approval of a Resolution to cast votes for the Harrison Central Appraisal District Board of Directors. (City Manager)

Terrell Smith, City Manager, stated the City of Marshall has 274 votes for election of directors to the Appraisal District board which may be cast for any of the nominees. The resolution must be submitted to the chief appraiser of the Harrison Central Appraisal District before December 15, 2023.

Councilmember Bonner made a motion to cast 274 votes for Councilmember Leo Morris for the Harrison Central Appraisal District board. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

9. City Manager Reports and Requests for City Council Consideration

A. Delinquent Property Tax and Fines & Fees Collections Report. (Finance)

Dawn Jones, Finance Director, introduced Elizabeth Vaughn and John Morris, MVBA, who provided information regarding the cases resolved and fines collected for cases held in Municipal Court. Elizabeth Vaughn presented the annual report regarding delinquent property tax and fines & fees collections.

B. Consider approval of awarding a contract for 300\400 Block of N Washington Streetscape Project. (Public Works)

Chris Miles, Public Works Assistant Director, asked for approval to award a contract for the 300/400 block of N. Washington Streetscape Project to Casey Slone Construction at a cost of $890,000. If approved, the work will begin in early January 2024 and be completed in approximately 120 days.

Councilmembers asked questions and discussed.

Councilmember Truelove made a motion to approve awarding a contract for

300\400 Block of N Washington Streetscape Project to Casey Slone Construction at a cost of $890,000. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

C. Consider approval of an expenditure in excess of $50,000 for the installation of a National Fitness Court at City Park. (Support Services)

Terrell Smith provided information regarding the location and installation of a National Fitness Court. Terrell Smith asked for approval of an expenditure, not to exceed $130,000, for the installation of a National Fitness Court at City Park. If approved, the project will begin in February 2024.

Councilmembers asked questions and discussed.

Councilmember Godfrey made a motion to approve an expenditure in excess of $50,000 for the installation of a National Fitness Court in City Park. Councilmember Truelove seconded the motion, which passed by a vote of 6:0.

D. Consider approval of a contract with the hospital for property next to city park. (Support Services)

Terrell Smith asked for approval of a lease agreement with the Harrison County Hospital Association for property next to City Park to allow the City to place the National Fitness Court.

Councilmembers asked questions and discussed.

Councilmember Morris made a motion to approve a lease agreement with the hospital for property next to City Park. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

E. Approve financing contract for the Water Meter replacement project with Performance Services Inc. (Finance)

Dawn Jones introduced Chip Woods and Karen Ellis, Performance Services Inc., who presented information regarding the Water Meter Replacement Project and the ability to choose to incorporate repairs to the Convention Center. Chip Woods and Karen Ellis stated the cost for the Water Meter Replacement Project would be approximately $9.958 million with a 6.5-year return on investment and the cost for the Convention Center repairs would be approximately $2.86 million with a 20-year return on investment.

Terrell Smith stated both projects were on the original CIP plan for future years but can be addressed now. If approved, the project will begin in January and be completed in October 2024.

Councilmembers asked questions and discussed.

Dawn Jones asked for approval of the contract with Performance Services Inc. for the Water Meter Replacement Project and repairs to the Convention Center.

Councilmember Truelove made a motion to approve a contract which includes the upgrading of the meters to the City's water system, as well as, the improvements at the Marshall Convention Center, including the foundation, roof

and HVAC. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

F. Approve Installation Contract with Performance Services Inc. for water meter replacement project. (Finance)

Dawn Jones asked for approval of the installation contract with Performance Services Inc. for the Water Meter Replacement Project.

Councilmember Truelove made a motion to approve an installation contract with Performance Services Inc. for the Water Meter Replacement Project. Councilmember Godfrey seconded the motion, which passed by a vote of 6:0.

10. Adjournment

Councilmember Godfrey made a motion for adjournment. Councilmember Fenton seconded the motion, which passed by a vote of 6:0.

APPROVED:

Mayor of the City Council
of the City of Marshall, Texas

ATTEST:

City Secretary