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

MINUTES
PLEASE SILENCE ALL DEVICES
SPECIAL-CALLED CITY COUNCIL MEETING
January 16, 2025
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 Leo Morris
Councilmember Reba Godfrey
Councilmember Amanda Abraham
Councilmember Micah Fenton
Councilmember Dathaniel Campbell
Councilmember Risa Jordan-Anderson

ADMINISTRATIVE STAFF PRESENT:

Melissa Vossmer, Interim City Manager
David Rainwater, Fire Chief
Cliff Carruth, Police Chief
Dawn Jones, Finance Director
Eric Powell, Public Works Director
Scott Rectenwald, City Attorney
Christol Hall, HR/Civil Service Director
Randy Pritchard, Support Services Director
Nikki Smith, City Secretary/Payroll Accountant
Reggie Cooper, Planning & Development Director
Marina Garcia-Heredia, Parks & Recreation Director
Anna Lane, Community & Neighborhood Services Director
Alex Agnor, Economic Development & Strategic Initiatives Director

2. Invocation and Pledges

Mayor Ware

3. Presentations & Proclamations

A. Presentation of the 2025 National Human Trafficking Prevention Month Proclamation.

Mayor Ware read the proclamation declaring January 2025 as National Human Trafficking Prevention Month and presented it to representatives of the Women's Center of East Texas.

B. Presentation of the Employee of the Month - January (Employee Engagement Committee)

Kristina Hamilton, Employee Engagement Committee, introduced the Employee of the Month for January, Lacy Burson, Main Street. Marshall Mercantile was the sponsor for January 2025. Lacy Burson thanked everyone for recognizing her as employee of the month.

4. 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.

There were no citizen comments.

5. Items to be Withdrawn From Consent Agenda

Item C was withdrawn from the Consent Agenda.

6. 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 Fenton made a motion to approve the Consent Agenda. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

A. Consider approval of the minutes from the December 12, 2024 Regular Council meeting. (City Secretary)

B. **R-25-01** Consider approval of a resolution designating an official newspaper for the City of Marshall for fiscal year 2025. (City Secretary)

7. Consideration of Items Withdrawn From the Consent Agenda

C. Consider approval of a lease with American Tower Corporation. (Support Services)

Councilmember Godfrey made a motion to table a lease with American Tower Corporation. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

8. Ordinance

A. **O-25-01** Consider approval of an ordinance granting to CenterPoint Energy Resources Corp., DBA CenterPoint Energy Texas Gas Operations, the right, privilege and franchise to construct, install, extend, remove, replace, abandon, operate and maintain its facilities within the public rights-of-way of the City of Marshall, Texas for the transportation, delivery, sale and distribution of natural gas; containing other provisions relating to the foregoing subject; providing for severability and providing an effective date. (City Manager)

Melissa Vossmer, Interim City Manager, provided information regarding the history of CenterPoint and emphasized this ordinance is not regarding rates. Melissa Vossmer stated Staff worked with CenterPoint and were able to update the ordinance to include revised language to require a Professional Engineer stamp, the notice of termination was changed from 60 days to 30 days, interest on late payments revised from 3% to 6%, an increase from 2.5% on gross receipts to 4% and the City maintains control of our Right-of-Ways, and if we need lines moved CenterPoint will do this for us. Melissa Vossmer provided projected revenue increases based on the scenarios of the interest amount. Scott Rectenwald, City Attorney, stated this franchise agreement is consistent with other cities in our area.

9. Resolution

A. Presentation of an update on the I369 and SL390 Utility Relocation Project FY2025 and consider approval of a resolution (**R-25-02**) accepting a SIB loan from TxDOT. (Public Works)

Eric Powell, Public Works Director, provided information regarding the timeframe for the project and stated the SIB loan was approved for $16 million. Eric Powell stated he has not received final information to go forward with resolution and asked council to table the item at this time.

Council members asked questions regarding this item.

Councilmember Abraham made a motion to table the resolution (R-25-02) accepting a SIB loan from TxDOT until the January 23rd meeting. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

B. **R-25-03** Consider approval of a resolution regarding a request for a Certificate of Consistency. (City Manager and Planning & Development)

Melissa Vossmer stated current staff is unfamiliar with this process and there are no policies or guidelines in place. Staff is researching the process for this type of application and gathering additional information from the applicant regarding this project. Melissa Vossmer stated staff is not comfortable, at this time, in making a recommendation on this item and requested Council to table the item until more information can be obtained.

Councilwoman Abraham stated the Council will need all the information final before signing the Certificate of Consistency to avoid committing a false statement.

Councilmember Fenton made a motion to table R-25-03 a resolution regarding a request for a Certificate of Consistency until the January 23rd meeting. Councilmember Abraham seconded the motion, which passed by a vote of 7:0.

10. Action Items for City Council Consideration

11. Discussion and Reports for City Council Consideration and Direction

A. Presentation of an overview of the Street Sweeping Program. (Public Works)
Eric Powell provided overview of Street Sweeping Program. Eric Powell stated the current street sweeper is several years old and requires the operator to have a CDL license. Current staff only has two members who have the required license. The department is looking into training the other staff to obtain their license to operate the equipment. Obtaining additional equipment that doesn't require a CDL so all staff would be able to operate the equipment is being researched.

Council members engaged in discussion regarding this item.

Various efforts to increase street sweeping were discussed such as, changing or flexing hours of employees, have employees work overtime, and utilizing inmate labor. The process of selection of which streets to sweep was discussed. Eric Powell stated the goal is to sweep every street once or twice a year and the department is looking into ways to expand the program.

B. Reports regarding an update on Raw Water Intake and Water Production. (Public Works)
Cory Owen, Assistant Director of Public Works, provided an update on the Water Supply System at the request of Council members Godfrey & Morris. The system is currently operating at 30%-35% capacity, only two pumps are operating, many valves need to be replaced, the generator needs to be upgraded or replaced, and the building is in need of many upgrades. Cory Owen stated the cost of the intake upgrades would be $535,000, the pump replacement package would be $840,000 per pump, the generator replacement package would be $625,000, and the building improvements would be $150,000.

A discussion was held regarding the process to go about needed replacements and repairs and what sequence to go about obtaining the goal of having four new pumps in place and funding for the repairs, replacements, and maintenance.

Cory Owen provided information regarding Caddo Jr. and the transmission lines. The current level of operation is 65%-75% capacity, the reservoir needs to be dredged, landscaping and vegetation needs to be cleared and the transmission lines need to be replaced. Cory Owen stated the cost of dredging would be up to $1,035,000, the landscaping and vegetation management would be $100,000, and the transmission line replacements would be $10,000,000.

Cory Owen provided information regarding the needed updates and upgrades for the Water Treatment Plant. The system is currently operating at 50%-55% capacity, 2 of the 8 backwashing filters are not working, the 2 clarifiers need mechanical upgrades, the splitter box needs to be repaired, the ammonia gas lines need to be relocated, the two 3 million gallon clear wells need to be repaired, and the high-service pump station has 4 out of 8 pumps not working and the generator needs to be replaced. Cory Owen stated the cost of the backwash filters would be up to $4,800,000, the clarifiers would be $6,600,000, the splitter box would be $200,000, relocating the ammonia gas lines would be $75,000, replacing the clear wells would be $13,400,000, and the high service pump station would be up to $6,000,000, and the generator would be $350,000.

A discussion was held regarding the process to go about needed replacements and repairs and what sequence to go about obtaining the goal of having the Water Treatment Plant operating at a much higher capacity and reduce the TCEQ violations.

Staff is working with Halff to create a draft plan to prioritize the order of repairs and replacements.

A discussion was held regarding funding sources that could be pursued for the needed repairs and replacements.

C. Presentation of Code Enforcement Processes and Procedures. (Planning & Development)

Reggie Cooper, Planning & Development Director, provided information regarding the processes and procedures of the Code Enforcement Division. Reggie Cooper highlighted achievements within the department, the process of identifying and resolving violation issues, and challenges faced by the Code Enforcement Division. Other information discussed was the timeframe for code violation resolution, common code violations and issues frequently encountered.

Council discussed options available to help citizens with code violations such as blight removal and lawn maintenance and ways to expedite the process of code violation resolution.

12. Adjournment

Councilmember Godfrey made a motion to adjourn. Councilmember Campbell seconded the motion, which passed by a vote of 7:0.

APPROVED:

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

ATTEST:

City Secretary