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

Members
Amy Ware, District 4 - Mayor
Risa Jordan-Anderson, District 1
Leo Morris, District 2
Dathaniel Campbell, District 3
Reba Godfrey, District 5
Amanda Abraham, District 6
Micah Fenton, District 7

MINUTES
PLEASE SILENCE ALL DEVICES
REGULAR CITY COUNCIL MEETING

January 23, 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. Marshall Depot, Inc. presentation.

Christina Anderson, Marshall Depot Inc., provided information regarding the history of the Marshall Depot Inc., the efforts of the board members for activities, events and fundraising. Christina Anderson also provided information regarding the revenue generated by the Marshall Depot Inc. for the community. Christina Anderson stated the Marshall Depot Inc. has two asks from the City of Marshall and the Council:
1. Establish a Steering Committee/City of Marshall Task Force on Rail
2. Pursue grant funding for comprehensive plan on Marshall Depot/Amtrak station
Christina Anderson thanked the Council for their time and consideration of the Marshall Depot's Inc. asks.

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

There were no items 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 Abraham made a motion to approve the Consent Agenda. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

A. Consider approval of the purchase of rugged tablets and mounts for the Fire Department. (Fire)

B. Consider approval of the purchase of three Stryker stretchers to replace aging equipment. (Fire)

C. Consider approval of the minutes from the January 13, 2025 City Council Work Session meeting. (City Secretary)

D. Consider approval of the minutes from the January 16, 2025 Special-Called Council meeting. (City Secretary)

E. Consider approval of awarding a Contract for FY2025 Water and Sewer Pipe Supplies. (Public Works)

F. Consider approval of awarding a Contract for FY2025 Parts and Supplies. (Distribution and Collection Division)

G. Consider approval of Change orders regarding the WWTP Overflow Pump Installation. (Public Works)

H. Consider approval of an addendum to the Master Services Agreement with Hilltop Securities providing for enhanced Financial Advising Services. (Finance)

I. Consider approval of Continuation of Engagement with Pattillo, Brown & Hill, L.L.P. for Annual Audit Services – fiscal year 2024. (Finance)

J. Consider approval of the November 2024 Financial Statements. (Finance)

7. Consideration of Items Withdrawn From the Consent Agenda

There were no items withdrawn from the Consent Agenda.

8. Ordinance

A. **Second Reading 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, stated there were no changes to this ordinance.

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

B. **O-25-04** Consider approval of an ordinance amending ordinance O-24-21 Comprehensive Fee Schedule. (Finance & Fire)

Kristina Hamilton, Assistant Finance Director, provided information regarding the amendment to the Comprehensive Fee Schedule for fees charged by the Fire Department enabling the City to recover costs from insurance companies for specific incidents, including:

- Commercial and industrial fire responses.
- Hazardous material incidents.
- Vehicle accidents requiring fire department intervention.

Councilmember Abraham made a motion to approve ordinance O-25-04 amending ordinance O-24-21 Comprehensive Fee Schedule. Councilmember Fenton seconded the motion, which passed by a vote of 7:0.

9. Resolution

A. **R-25-02** Consider approval of a resolution accepting a SIB loan from TxDOT. (Public Works)
Eric Powell, Public Works Director, stated this item is a continuation from the previous Council meeting. Eric Powell stated the information has been released, the format is appropriate and can be accepted.

Councilmember Godfrey made a motion to approve R-25-02 a resolution accepting a SIB loan from TxDOT. Councilmember Jordan-Anderson 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)
Dr. Tracy Adnrus provided information regarding Certificates of Consistency and what he was asking the Council to consider and approve. Dr. Tracy Andrus stated he has had discussions with the Housing Authority, HUD and other non-profits for building homes for homeless and low to moderate income families. The grant application will provide thirty housing units.

Councilmembers asked questions regarding the date and version of the application and if it could change.

Melissa Vossmer stated this item was a confusing exercise for staff, given that no one on staff has dealt with this type of request before and there are currently no guidelines in place, but we are working to have them created.It was determined that the application can be changed but only content and not the integrity.

Councilmembers questioned the item further, inquiring if the activities were consistent with our Consolidated Plan, if the foundation meets the requirements, and if the application is denied, would the City provide information as to why it was denied, and if the information provided was sufficient to provide a letter of support.

Scott Rectenwald, City Attorney, stated the process was reverse engineered for better understanding and is believed to be consistent with the Consolidated Plan.

Councilmember Godfrey made a motion to amend R-25-03, a resolution regarding a request for a Certificate of Consistency to include the specific TAF Builds 2025 project. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

Mayor Ware made a motion to approve R-25-03, a resolution regarding a request for a Certificate of Consistency as amended. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

10. Action Items for City Council Consideration

A. Consider approval of the contract addendum to award Emergifire, LLC to recover specialized fire response cost recovery services. (Fire)

David Rainwater, Fire Chief, requested to enter into a contract with Emergifire, LLC allowing for customizable billing to recover fire response costs. David Rainwater stated this contract allows for cost recovery from insurance companies, not individuals, for items such as motor vehicle accidents, hazardous material responses, and commercial fires. The city pays zero upfront costs, and Emergifire will receive a 15% commission on collected revenues. David Rainwater stated, if approved, he will meet with Emergifire to establish billing, start monthly financial reports and set expectations for annual feedback.

Councilmembers verified this would not come from the citizen directly.

David Rainwater stated most insurance policies have a component in them for these types of costs and will be used to replace fire fighting equipment.

Councilmember Godfrey made a motion to approve the contract addendum to award Emergifire, LLC to recover specialized fire response cost recovery services. Councilmember Jordan-Anderson seconded the motion, which passed by a vote of 7:0.

B. Consider approval of an amendments to the Personnel Policy and Procedures Manual. (Human Resources)

Christol Hall, Human Resources Director, provided information regarding amendments to the Personnel Policy and Procedures Manual. Christol Hall highlighted the following amendments:

1. Change in probationary period from 6 months to 3 months.
2. Vacation accrual can reach 240 hours but will not go over and accrual will stop until the hours are below 240.
3. Addition of two holidays, Presidents' Day and Texas Independence Day.
4. The removal of comp time.

Councilmembers requested formatting changes and asked about the amount of hours for the vacation accrual, which, upon approval, would not allow any accrual over 240.

Councilmember Abraham made a motion to approve amendments to the Personnel Policy and Procedures Manual, with amended language for 5.02 regarding vacation leave, Section B, For full-time non-civil service employees, vacation will accrue to a maximum of 240 hours and will rollover from year to year. If an employee is over the maximum, their accrual will be frozen until the balance gets below the maximum of 240 hours. For civil service employees, there is no maximum accrual, however, the maximum amount of unused vacation that a civil service employee shall be allowed to rollover from year to year shall be no more than 240 hours for police shift personnel and 360 hours for fire shift personnel. Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

C. Consider approval of renewing the City's membership with National League of Cities (NLC). (Councilmembers Jordan-Anderson & Morris)

Councilmember Jordan-Anderson requested this item to renew the City's membership with the National League of Cities (NLC). Councilmember Jordan-Anderson provided information regarding the previous membership with NLC, the Council's budget for the membership and had a video for the Council to view. Councilmember Jordan-Anderson state NLC is an advocate for federal programs and monies provided to cities and has numerous resources available, such as NLC University.

The Congressional City Conference (CCC) is being held in Washington, DC from March 10-12, 2025. Councilmembers will be able to attend this conference, if they choose, at the member rate if the membership is renewed. The membership cost for 2025 is $2,190, with funding coming from the election line, as there is not an anticipated election for 2025.

Councilmembers discussed the cost of attending the CCC, which is estimated at $3,000 per member.

Melissa Vossmer stated NLC provides different topics than the Texas Municipal League (TML) and looks at big picture topics such as drug issues and homelessness.

It was mentioned the Council Travel Policy is currently being reviewed, and an update will be provided at a future meeting.

Councilmember Abraham made a motion to approve renewing the City's membership with the National League of Cities (NLC). Councilmember Godfrey seconded the motion, which passed by a vote of 7:0.

11. **Discussion and Reports for City Council Consideration and Direction**

A. Presentation of an update on Wastewater Treatment Plant and Wastewater Lift Stations. (Councilmembers Godfrey & Morris)

Cory Owen, Public Works Assistant Director, provided an update on the lift station rehabilitation. Cory Owen explained what a lift station does, provided cost estimates for rehabilitating a lift station, which is $1.6 million, and converting a lift station to gravity flow, which is $598,575, and provided a lift station priority list.

Cory Owen provided an update on the Wastewater Treatment Plant Upgrades and gave cost estimates for the needed repairs/replacements and provided a priority list for the following items:

1. Replace Both Secondary Clarifiers - Estimated cost: $1,000,000
2. Trickling Filters - Estimated Cost: $1,200,000
3. Replace Both Primary Clarifiers - Estimated cost $1,000,000
4. Purchase of New Grit Chamber - Estimated cost: $900,000
5. Influent Pump Station - Estimated Cost: up to $1,800,000
6. Anaerobic Digesters - Estimated Cost: $2,000,000

7. Sludge De-watering Fan Press - Estimated Cost: $1,300,000
8. Bio Towers - Estimated Cost - up to $2,000,000
9. New Trojan UV Disinfection System - Estimated Cost: $1,250,00

Cory Owen stated the estimated cost to rebuild the entire Wastewater Treatment Plant would be $22 million.

The city has received TCEQ violations, which will assist with the grant application. The application will link the lift station and waste water repairs together to have a better chance to receive approval for funding.

Cory Owen provided a history of the plant from the original building in the 1950s, the upgrades in the 1970s, 1980s, and 2004.

Cory Owen stated there are two areas where TCEQ has issued two violations for each area and the staff is working to correct the issues.

Councilmembers thanked Cory Owen for the presentation and stated they hoped we would remain vigilant about the maintenance of facilities to make sure we don't end up in this shape again.

12. Executive Session

A. An Executive Session pursuant to the Open Meetings Act, Chapter 551 of the Texas Government Code under Section 551.074 Personnel Matters: Discuss or deliberate the appointment, employment, evaluation, reassignment, duties, discipline, or dismissal of a public officer or employee: City Manager

Mayor Ware stated this item was not needed as Council held a Special-Called meeting earlier.

13. Action Item Following Executive Session

14. Adjournment

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

APPROVED:

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

ATTEST:

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City Secretary