MINUTES OF THE REGULAR MEETING OF THE
CITY COMMISSION OF THE CITY OF MARSHALL
THURSDAY, OCTOBER 27, 2016
6:00 PM

Chairman Eric Neal called the Regular meeting to order in the Commission Chambers, City Hall at 6:00 p.m.

PRESENT:

CHAIRMAN: Eric Neal, District 3

COMMISSIONERS:

Gloria Moon, District 1
Michael Mitchell, District 2
LaDarius Carter, District 4
Vernia Calhoun, District 5
Larry Hurta, District 6
Doug Lewis, District 7

ADMINISTRATIVE STAFF PRESENT:

Lisa Agnor, City Manager
Todd Fitts, City Attorney
J.C. Hughes, Public Services Director
Reggie Cooper, Fire Chief
Jack Redmon, Support Services Director
Eddie Campa, Police Chief
Wes Morrison, Planning & Development Director
Elaine Altman, City Secretary/Finance Director
Carolyn Howard, Tourism & Promotions Director

INVOCATION & PLEDGE: Commissioner Hurta

347. **PRESENTATIONS FROM THE PUBLIC**

Stormy Nickerson, 202 Sherry Drive, spoke regarding contributions to the Police and Fire Departments and the Marshall Chamber of Commerce lease agreement.

348. **ITEMS TO BE WITHDRAWN FROM CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

349. **CONSENT AGENDA**

Commissioner Moon made a motion to approve the Consent Agenda. Commissioner Mitchell seconded the motion, which passed with a vote of 7:0.

A. Consider approval of the minutes from the October 13, 2016 Regular meeting.

B. Report regarding the East Texas Council of Governments (ETCOG) Go Bus Public Transportation Program and ridership for the period ending September 2016.

C. Report regarding the 4th Quarter Clean Sweep cleanup event and City-Wide Free Dump Day scheduled for Saturday, November 5th.

D. Report regarding conversion of street lights to LED lighting.

E. Report on the Oaklawn Municipal Golf Course for the third quarter of 2016.

F. Monthly financial report.

G. Code Enforcement report.

350. **PRESENTATION**

A. Presentation to the Marshall Police Department and Marshall Fire Department.

Stormy Nickerson, Executive Director of the Marshall Chamber of Commerce, presented a monetary donation of $1,000 to the Marshall Police Department and $1,000 to the Marshall Fire Department. The donations were made possible by Golden Coral in support of the September 20, 2016 Law Enforcement and Firefighter Appreciation Dinner.

SECOND READING OF ORDINANCE

351. **S-16-03:** CONSIDER APPROVAL OF AN ORDINANCE REGARDING A SPECIAL USE PERMIT REQUEST FOR A CHILD DAYCARE USE IN A RESIDENTIAL PROPERTY AT 1810 EVANS STREET, NORTH OF THE EVANS AND VAN ZANDT STREET INTERSECTION.

Wes Morrison, Planning & Development Director, stated that he had no new information regarding this Ordinance.

Commissioner Carter made a motion to approve the Ordinance regarding a Special Use Permit request for a child daycare use in a residential property at 1810 Evans Street, north of the Evans and Van Zandt Street intersection. Commissioner Moon seconded the motion.

The Commission engaged in discussion regarding this item.

This item passed with the following vote:

Ayes: 6, Chairman Neal, Commissioners Carter, Moon, Calhoun, Lewis and Mitchell
Nays: 1, Commissioner Hurta

ORDINANCE

352. CONSIDER APPROVAL OF AN ORDINANCE AMENDING CHAPTER 31 OF THE CITY CODE OF ORDINANCES, REVISING THE SCHEDULE OF WATER RATES AND SEWER RATES, PROVIDING FOR MONTHLY CHARGES, AND PROVIDING AN EFFECTIVE DATE FOR THE RATE ADJUSTMENT.

J.C. Hughes, Public Services Director, asked for approval of an Ordinance amending Chapter 31 of the City Code of Ordinances, revising the schedule of water rates and sewer rates by 1.5%, providing for monthly charges, and providing an effective date of December 1, 2016 for the revised charges.

Commissioner Hurta made a motion to approve the Ordinance amending Chapter 31 of the City Code of Ordinances, revising the schedule of water rates and sewer rates by 1.5%, providing for monthly charges, and providing an effective date of December 1, 2016 for the revised charges. Commissioner Calhoun seconded the motion, which passed with a vote of 7:0.

CITY MANAGER REPORTS AND REQUESTS FOR CITY COMMISSION CONSIDERATION

353. CONSIDER APPROVAL OF AN AGREEMENT WITH THE MARSHALL CHAMBER OF COMMERCE FOR OCCUPANCY OF SPACE IN THE MARSHALL VISUAL ART CENTER.

Lisa Agnor, City Manager, asked for approval of a $300 per month lease agreement with the Marshall Chamber of Commerce for occupancy of space in the Marshall Visual Art Center in exchange for in-kind services.

Stormy Nickerson spoke regarding the proposed agreement.

The Commission engaged in discussion regarding this item.

Commissioner Hurta made a motion to approve an agreement with the Marshall Chamber of Commerce for occupancy of space in the Marshall Visual Art Center. Commissioner Calhoun seconded the motion, which passed with the following vote:

Ayes: 5, Chairman Neal, Commissioners Hurta, Calhoun, Carter and Lewis
Nays: 0
Abstain: 2, Commissioners Mitchell and Moon

354. DISCUSSION OF AND CONSIDERATION OF A STAFF RECOMMENDATION REGARDING JANITORIAL SERVICES FOR VARIOUS CITY OF MARSHALL FACILITIES.

Lisa Agnor asked that the Commission reject all submitted bids for Janitorial Services due to a significant increase in the cost of this service. She recommended promoting two current City employees to serve as a full-time crew to provide this service in-house, with the possibility of adding a part-time person, if needed.

Commissioner Mitchell made a motion to reject all submitted bids for Janitorial Services and to promote two current employees to serve as a full-time crew to provide this service in-house. Commissioner Moon seconded the motion.

Commissioners asked questions of City Staff regarding this item.

This item passed with a vote of 7:0.

355. CONSIDER APPROVAL TO AWARD A BID FOR THE RENOVATION OF THE MARSHALL PUBLIC LIBRARY FACILITY.

This item was withdrawn.

356. CONSIDER APPROVAL OF FINANCING FOR THE PURCHASE OF A NEW PUMPER TRUCK FOR THE MARSHALL FIRE DEPARTMENT.

Elaine Altman, City Secretary/Finance Director, asked for approval of financing for the purchase of a new pumper truck for the Marshall Fire Department. She recommended a proposal from Panola National Bank, with a fixed interest rate of 1.95%, for six (6) annual payments totaling $739,343. Elaine also asked the Commission to authorize the City Manager to execute the financing documents.

Commissioner Mitchell made a motion to approve financing for the purchase of a new pumper truck for the Marshall Fire Department with Panola National Bank, and to authorize the City Manager to execute the financing documents. Commissioner Moon seconded the motion, which passed with a vote of 7:0.

357. CONSIDER AND ACT ON FINDING THAT A MUNICIPAL DRAINAGE UTILITY SYSTEM WOULD BE BENEFICIAL IN PROTECTING THE HEALTH AND SAFETY OF CITIZENS FROM LOSS OF LIFE AND PROPERTY, AND APPROVE A RECOMMENDATION TO ADOPT A FEE SCHEDULE IN SUPPORT OF A MUNICIPAL DRAINAGE UTILITY SYSTEM BASED ON A PREVIOUSLY APPROVED TWENTY-YEAR DRAINAGE CAPITAL IMPROVEMENTS PLAN.

JC Hughes presented information regarding a Municipal Drainage Utility System, stating that the recently approved Twenty-Year Drainage Capital Improvements Plan has an estimated average annual cost of $435,250 over twenty years. He proposed an initial flat fee per residential or commercial unit of $3.50 per unit, which would generate approximately $429,240 annually. He also provided information regarding the steps needed to move forward with this plan.

Commissioners asked questions of JC Hughes regarding this item.

Chairman Neal made a motion for approval of a finding that a Municipal Drainage Utility System would be beneficial in protecting the health and safety of citizens from loss of life and property, and approving a fee schedule in support of the Municipal Drainage Utility System in the City of Marshall. Commissioner Lewis seconded the motion.

The Commission engaged in discussion regarding this item.

This item passed with a vote of 7:0.

358. CONSIDER APPROVAL OF AN ENGINEERING SERVICES CONTRACT WITH HAYES ENGINEERS FOR ENGINEERING AND SERVICES RELATED TO A WATER SYSTEM MASTER PLAN SYSTEM EVALUATION AND HYDRAULIC MODELING.

JC Hughes asked for approval of an Engineering Services contract with Hayes Engineers for engineering and services related to a Water System Master Plan System Evaluation and Hydraulic Modeling at a cost of $155,750.

Commissioners asked questions of JC Hughes regarding this item.

Commissioner Mitchell made a motion to approve an Engineering Services contract with Hayes Engineers. Commissioner Calhoun seconded the motion, which passed with a vote of 7:0.

359. REPORT REGARDING THE STATUS OF PREPARATIONS FOR WONDERLAND OF LIGHTS AND VOLUNTEER OPPORTUNITIES WHICH ARE AVAILABLE.

Commissioner Carter stated his reasons for requesting this item.

Carolyn Howard presented information regarding preparations for Wonderland of Lights and a calendar for volunteer opportunities.

Commissioners asked questions of Carolyn Howard regarding this item.

360. **CONSIDERATION OF ITEMS WITHDRAWN FROM THE CONSENT AGENDA**

There were no items withdrawn from the Consent Agenda.

361. **REQUESTS FROM COMMISSIONERS FOR ITEMS TO BE PLACED ON FUTURE AGENDAS**

- Report regarding the Business Development Center.
- Report regarding the status of demolition of condemned structures.

362. **ADJOURNMENT**

Commissioner Mitchell made a motion for adjournment. Commissioner Calhoun seconded the motion, which passed with a vote of 7:0.

APPROVED:

Chairman of the City Commission of the City of Marshall, Texas

ATTEST:

E Altman

City Secretary

Ordinances: O-16-22
O-16-23