

STATE OF TEXAS  
COUNTY OF FALLS  
CITY OF MARLIN

---

On this the 11th day of February 2014, the City Council of the City of Marlin, Texas convened in a REGULAR SCHEDULED MEETING, at 5:30pm, the same being open to the public and having been posted as prescribed in Local Government Code, Section 555-041 with the following members present to wit:

**ELECTED OFFICIALS**

Mayor Elizabeth Nelson  
Mayor Pro-Tem Henderson - Absent  
Rose Morin  
Cecil Sparks  
Billie Jean Scaggs  
Tommy Tate  
Arthur Allen

**STAFF**

Dick Fletcher, Interim City Manager  
Danica Lewis, Admin. Assistant

1. Call to Order by Mayor Nelson @ 5:31pm.
2. Roll Call by Danica Lewis.
3. Certify Posting in accordance with State Law.
4. Invocation & Pledge by Arthur Allen and Billie Jean Scaggs.
5. Citizens Input: None
6. Approval of Minutes from July 9<sup>th</sup>, August 27<sup>th</sup>, September 24<sup>th</sup>, October 22<sup>nd</sup>, November 12<sup>th</sup>, December 10<sup>th</sup>, December 30<sup>th</sup>, all from 2013 and January 14<sup>th</sup>, 2014.  
Councilmember Allen made a motion to approve minutes from July 9<sup>th</sup>, August 27<sup>th</sup>, September 24<sup>th</sup>, October 22<sup>nd</sup>, November 12<sup>th</sup>, December 10<sup>th</sup>, December 30<sup>th</sup>, all from 2013 and January 14<sup>th</sup>, 2014.

Rose Morin seconded this motion and the motion carried as follows:

**AYES:** Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.

**NAYS:** None.

**ABSENT:** Mayor Pro-Tem Henderson

7. Discussion and action on contract for billing software conversion to Incode as part of the Drinking Water State Revolving Fund (DWSRF) water line and meter replacement project.  
Mr. Fletcher indicated that the City already uses Incode in the Municipal Court and that this would be a step towards standardizing the City software so that all the different departments of the City would have the system that would be able to communicate among the various systems.  
Mr. Fletcher introduced Brent Bassett with KSA Engineers to speak further on the acquisition of Incode software. Mr. Bassett stated in further discussion that Incode is sold only through the company Tyler Technologies & that the Texas Water Development Board (TWDB) has authorized the City to acquire the software through sole procurement. Mr. Bassett stated also that this would be a first step in improving the meter reading system; allowing for easier access of water usage information and that it will be able to be incorporated with the proposed

Automatic Meter Reading System (AMR). Noting the contract is on a time & expense basis, a representative will be sent to complete the conversion process which will include training and that there is an Annual Maintenance Cost which will need to be budgeted.

Councilmember Tate made a motion to approve the contract as presented which includes the Billing Software & Financial Suite. Councilmember Sparks seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

**NAYS: None.**

**ABSENT: Mayor Pro-Tem Henderson**

8. **Discussion and action on adopting Ordinance No. 14-002 to update the Flood Hazard Prevention regulations to comply with the requirements of the National Flood Insurance Program. Mr. Fletcher indicated that the City's ordinance was out of date & that the City would need to update the Flood Hazard Prevention ordinance to continue participation in the National Flood Insurance Program.**

Councilmember Sparks made the motion to adopt Ordinance # 14-002 with an attached request to update the Flood Plain Map. Councilmember Scaggs seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Allen, Mayor Nelson.**

**NAYS: Councilmember Tate.**

**ABSENT: Mayor Pro-Tem Henderson**

9. **Discussion and action on awarding a Mowing Contract based on bids received Friday, Feb. 7, 2014.**

Councilmember Allen made motion to accept mowing bids for Stein Lawn & Landscape with Items A & Item C and accept mowing bid for Jason's Lawn Care with Item B. Councilmember Tate seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

**NAYS: None.**

**ABSENT: Mayor Pro-Tem Henderson**

10. **Discussion and action to waive vendor fees for certain vendor applications for the Crafters Market scheduled for June 7, 2014.**

Councilmember Morin made motion to accept request to waive vendor fees. Councilmember Sparks seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

NAYS: None.

ABSENT: Mayor Pro-Tem Henderson

**11. Discussion and action to Call Election for May 10<sup>th</sup>, 2014.**

Councilmember Allen made motion to accept Ordinance No. 14-003 calling election for May 10<sup>th</sup> 2014. Councilmember Sparks seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

**NAYS: None.**

**ABSENT: Mayor Pro-Tem Henderson**

**12. Discussion and action to replace deal drawer in the City's drive-up window.**

Councilmember Sparks made motion to accept the bid from Smith-Hamilton in the amount of \$5,648 to replace the drive up window deal drawer and sound system. Councilmember Morin seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

**NAYS: None.**

**ABSENT: Mayor Pro-Tem Henderson**

**13. Discussion and action concerning drainage issues in South Marlin.**

Councilmember Scaggs showed a video of flooding conditions on S. 1<sup>st</sup> Street. Council discussed various ways to address the problem.

**14. Future Agenda Items.**

Councilmember Sparks requested street lighting to be on the next agenda.

**16. Adjourn.**

Councilmember Tate made motion to adjourn.

Councilmember Sparks seconded this motion and the motion carried as follows:

**AYES: Councilmember Morin, Councilmember Sparks, Councilmember Scaggs, Councilmember Tate, Councilmember Allen, Mayor Nelson.**

**NAYS: None.**

**ABSENT: Mayor Pro-Tem Henderson**

**PASSED AND APPROVED ON THIS THE 11TH DAY OF MARCH, 2014.**



*Elizabeth Nelson*  
Elizabeth Nelson, Mayor

*Sandra Herring*  
Sandra Herring, City Secretary