

CITY OF TATUM
REGULAR MEETING MINUTES
January 13, 2025
5:30 PM

Mayor
Michael Henry

City Council
Tate Smith Pro-Tem
JR Smith
Wendell Moore
Robin Palmer
Greggory Cole

City Secretary
Jackie Muckleroy

CALL TO ORDER:

Prayer:

Pledge of Allegiance:

Citizen Comments:

Prayer offered by Mayor Henry

Respectfully observed by all in attendance.

No Citizens comments.

Discussion and Motion:

Wendell Moore motioned to approve last month's minutes and financials.

Motion seconded by JR Smith. All in Favor. None opposed.

UNFINISHED BUSINESS:

- Approve Job Descriptions for all City Positions

Information Only:

○ **Hilliary Communication: JJ Francais**

Hilliary Crews are working 10 days on and off 4 days. Additional crews will be added as needed. Total project is in the eight-month frame. This is the timeline when the last customers will be hooked up. Mr. Francais stated that the recent rain set them back some but will continue moving forward to get caught up. They are looking to hire locals. In addition, he stated that their construction workers would try to avoid getting stuck in customers yards due to the rain. If a complaint is received that a customer's yard was torn up, he asked that the city please advise that Hilliary will make the necessary repairs. They generally like to make repairs when they have more than one yard. He stated that they will address it, but it may not be as fast as homeowner would like. City can contact Jayce Roby, Construction Manager for any issues.

○ **Police Dept: Chief James Smith**

- Blue Santa served 66 families which equates to 200 kids
- Reviewed monthly officer activity reports
- PT Officer, Matt Allison on Workman's Comp – no return to work date available □ Four-Way issues with slick roads
 - Public Works: Mr.

Mike Morton

- Two sewer and water taps installed □ Installed new clean out behind T's Cafe
- Addressed water leaks
- Bryce Vestal took a second class toward obtaining his Wastewater licensing. □ Mike Morton took resiliency training for water licenses.

○ **Volunteer Fire Dept: Chief Rayford Gibson**

- Mayor Henry spoke on behalf of Chief Gibson who is at ESD Meeting. □ No report received from Chief Gibson so nothing to report on.

○ **Economic Dev Corp: Mr. Nakia Smith**

- Month of December was a very busy month. The Christmas Parade, Jingle Bop and Blue

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Santa were all held within two weeks of each other. Next year, we plan to review how we plan this out to avoid having to do so much at once. For Jingle Bop 2025, seventeen applications already received, with twelve whom have already paid in full for their booths.

- Received a phone call from UT Tyler Health regarding expanding into Tatum. Will update on how this progresses next month.
- Plans to work with JJ Francais, Hilliary Communications about what EDC can to do assist them with hiring locals.
- Pecan Pie Festival will be held April 29, 2025

○ **City Administration: City Secretary Jackie Muckleroy**

- Financials are updated through December 31, 2024. We are over budget as reflected in the reports in the agenda packets. Council encouraged to review the Balance Sheet by Class Report to see how each department is doing financially. This report is a good indicator that we need to do a better job on budget projections going forward.
- Department heads and Mayor Henry are scheduled to meet January 15, to discuss the current years budget at the six-month mark. We will also discuss HR discrepancies with the employee policy and recommend updates at the next council meeting.
- W2's are completed and will be mailed out Thursday, January 16, 2025. 1099's will be mailed out by Friday, January 17, 2025.
- The 941 Quarterly statements have been completed.
- TABC Alcohol Permit Renewal Invoices have been sent out to store owners.

○ **Mayor Michael Henry**

- Mayor Henry extended his appreciation and thanks to all that assisted with Blue Santa, Jingle Bop and the Christmas Parade.
- Still updating Council Procedures Policy and plan to have an updated copy available for review at next months meeting.
- Will be meeting with department heads Wednesday, January 15, 2025 to review 6-month budget review.
- Employee Policy will need to be reviewed and updated again to ensure that all department heads will have a chance to review it and provide input.
- Mayor reviewed excerpt from July 8, 2025 Council meeting where a request was made to the Council that they abide by what was established at the August 14, 2023 meeting regarding the mayor running day-to-day operations for the City. Employees will receive direction from their department heads. Mayor will work with department heads on assigning work. Mayor requested that no one, including Council Members, direct employees' workloads. If employee has an issue with their department head, then they will need to work with HR and the Mayor to resolve such issues. If no resolution is found, then the matter will be brought before the Council.

NEW BUSINESS:

Discussion and Motion: Brandon, Perdue Law Firm – Tax Collection

Gregg Cole motioned to discuss tax collections and JR Smith seconded the motion.

Attorney Elissa Hugman reviewed the contract signed in September 2024 with Perdue, Brandon, Felder Collins & Mott, LLP to take over the delinquent collections. We also signed two resolutions to terminating the prior interlocal agreement allowing the City of Tatum to hire attorney to collect delinquent taxes and

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the second resolution was for Rusk to continue collecting taxes before they become delinquent and the end of January each year. At that point, Rusk County will continue collecting those delinquent taxes until last day in June. Effective, July 1st Perdue takes over the collections. This interlocal Agreement, from Rusk County Tax Office, outlines the responsibilities of each party.

Ms. Jackie Muckleroy stated that this Interlocal Agreement had been reviewed by the City Attorney, Mr. Ronald Stutes, and was approved for Council. Tate Smith asked if any delinquent taxes have been collected? Ms. Hugman, stated that until this resolution is signed and received by Rusk County Tax Office, they are unable to begin collecting taxes. Mayor Henry asked if Council had any questions. Mr. Palmer stated that we are going to need to have help removing the Christmas tree this year. Mayor asked if any questions regarding this item? Wendell Moore motioned to approve this Interlocal Agreement and JR Smith seconded the motion. All in Favor. None opposed.

Discussion and Motion: Election Officer Selection for Spring 2025 local election.

Wendell Moore motioned to discuss and the motion was seconded by Gregg Cole. Mayor Henry spoke on behalf of Chief Gibson as he was unable to attend, due to the ESD Meeting in Henderson. Councilmen

Moore stated that he was pleased with Mr. Gibson's performance and did not have any objections. Councilman Tate Smith stated that he would like to see us work with the school district. Mayor Henry said that would need to be a separate discussion and this is only for the selection of the judge. He asked if anyone had another name besides Chief Gibson? No other names given. Wendell Moore made motion to accept Chief Gibson as the Election Judge. This motion was seconded by JR Smith. All in Favor. None opposed.

Discussion and Motion: Opioid Settlement

Councilman JR Smith made motion to discuss and it was seconded by Councilman Gregg Cole. Mayor Henry outlined specifics of resolution. Councilman Gregg Cole made a motion to accept the resolution and it seconded by Wendell Moore.

All in Favor. None opposed.

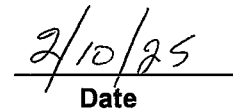
Meeting adjourned at 6:08pm.

The Tatum City Council reserves the right to into executive session at any time during this meeting to discuss any of the matters listed above, as authorized by Texas Government Code Sections 551.071 (Consultation with Attorney), 551.072 (Deliberations about Real Property), 551.073 (Deliberations about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), and 551.086 (Economic Development).

This facility is wheelchair-accessible, and accessible parking spaces are available. Request for accommodations or interpretive services must be made 48 hours prior to the meeting. Please contact the City Secretary's Office at (903) 8033580 or by email at cityoftatum@tatum.texas.gov.

I certify that the foregoing notice was posted on the bulletin board and the front door of the Tatum City Hall, Tatum, Texas this the 6th day of December, 2024.


Mayor Michael Henry


Date