

STATE OF TEXAS
COUNTY OF FALLS
CITY OF MARLIN

On this the 25th day of January 2024, the City Council of the City of Marlin, Texas convened in a SPECIAL CALLED MEETING at 5:00pm, the same being open to the public and having been posted as prescribed in Local Government Code, Section 551.041 with the following members present to wit:

ELECTED OFFICIALS

Mayor Susan Byrd

Sonia Ponce

Mayor Pro-Tem Debra Levels-McDavid

John Armstrong

Sonia Ponce

Monica Washington

Cecil Sparks (@5:09pm)

STAFF

Maryann Waddle, City Secretary

James Parker, City Attorney

Keith Whitfield City Manager

1. Call to Order by Mayor Byrd @ 6:00pm.
2. Roll Call by Maryann Waddle
3. Certify Posting in accordance with State Law by Maryann Waddle.
4. Pledge by Mayor Byrd and Invocation by Councilmember Armstrong.
5. Citizen's input
none
6. City Council will conduct a City Council Work Shop on the following items and Matters:
 - a) Discuss projected or estimated cost estimates related to a possible or future development agreement requested by the property owner for the proposed Circle T Truck Stop.
Cost of running a water line and location to run it form were discussed. Cost of providing sewer to the location was presented.
No Action
 - b) Discuss and take action to approve job descriptions for the Finance Director, Public Works Director, Meter Reader, and Accounts Payable Clerk.
Discussion over positions was held. Payroll will stay with the City Secretary. Finance Director should have supervisory, watch trends, budgeting, Salary \$52,000, Works with and supervises the AP Clerk. Take out the payroll. AP Clerk should be bondable, The City Manager can take care of the others, Training and policies and procedures will be put in place. There is nothing wrong with the Public Works position. The Meter Reader position , the city manager can handle this , he is working on structuring it. There is an issue with meters and this position need to focus on this . No Action.
7. Discussion and or take action to approve a grazing and farming lease for Mr. Heise.
Councilmember Sparks motioned to extend the contract to September 30 ,2024.
Councilmember Armstrong seconded the motion and the motion carried as follows:
Ayes: Councilmember Armstrong, Councilmember Sparks, Councilmember Ponce Councilmember Washington, Mayor Pro-Tem Levels-McDavid, Mayor Byrd
Nays: none
8. Discussion and or take action to approve a City Council resolution to: rescind a prior City Council resolution or action taken on June 14, 2022 to award a contract for planning and design services to Mundo & Associates related to a project under the 2021 American Rescue Plan Act (ARPA) funded through the U.S. Department of the Treasury; and, to authorize publication of a new request for qualifications (RFQ)..
Mayor Pro-Tem Levels-McDavid motioned to approve a City Council resolution to: rescind a prior City Council resolution or action taken on June 14, 2022 to award a contract for planning and design services to Mundo & Associates related to a project under the 2021 American Rescue Plan Act (ARPA) funded through the U.S. Department of the Treasury; and, to authorize publication of a new request for qualifications (RFQ)..
Mayor Byrd seconded the motion and the motion carried as follows:
Ayes: Councilmember Armstrong, Councilmember Sparks, Councilmember Ponce Councilmember Washington, Mayor Pro-Tem Levels-McDavid, Mayor Byrd
Nays: none
9. Mayor's Update

Marlin Animal Shelter Update:

Despite the tragic nature of the recent circumstances regarding the Marlin Animal Shelter, the events have provided the City of Marlin an opportunity to improve our policies and procedures with regard to the care and custody of impounded dogs. The Police Chief, City Attorney and City Manager have been and remain in contact with several relevant agencies, consultants and veterinarians and are working diligently to review and expand existing protocols for the Marlin Animal Shelter. In as much as the Marlin Animal Shelter is the only animal shelter in Falls County, it is important to the City of Marlin to affect and implement changes that will significantly enhance future impoundment procedures, protocols and daily operations.

For the present, the Marlin Animal Shelter is closed pending proposed improvements to the facility. The City of Marlin is grateful for the significant number of volunteers who have offered to provide assistance with the project. While the Shelter is closed, animal emergencies will be handled through the police department and/or by certified Animal Control city personnel on a case-by-case basis.

First Responder Organization Provider Agreement With City Ambulance Service:

The following is an email I received this morning from Justin Parker, Marlin Fire Chief:

Mayor Byrd,

I just wanted to provide you and the City Council with an update on the new ambulance service and our department's EMS program. It's important to note that our department and its staff are stuck between a rock and a hard place in regards to this situation. We wish to provide our community's citizens and visitors with the prompt and professional services they deserve. Unfortunately, the TX Department of State Health Service's rules and regulations regarding First Responder Organizations (FROs) are very straightforward when it comes to licensing. Failure to strictly adhere to their rules and regulations could result in penalties such as fines, suspension (or revocation) of our department's FRO license, and/or suspension (or revocation) of individual state Emergency Medical Technician (EMT) certifications.

All recommended changes, for the FRO Agreement between our department and City Ambulance, were submitted to their (City Ambulance's) Regional Director, Juan Valdes via email. I expect to receive the updated agreement any day. If any City Council meetings are held before the February 13th meeting, I respectfully request the agreement's inclusion on the earlier meeting's agenda. The sooner we can approve the agreement and submit it to TDSHS, the sooner we can resume our service as a licensed First Responder Organization.

The revised and signed FRO Agreement, which was discussed during the January meeting, is the final document needed to submit the provider change packet to TDSHS (TX Dept. of State Health Services) for review and final approval. Once this is complete, we may fully resume first responder (EMS) services under City Ambulance's Clinical Protocols and Medical Director.

I (Chief Parker) was placed in contact with Mark Koscielski, Falls County Operations Supervisor for City Ambulance. I am working closely with him to ensure interoperability, coordination, and communication between City Ambulance and City of Marlin Fire & Rescue Department resources are established, maintained, and routinely revisited for continuous quality improvement.

As mentioned during the last council meeting, our department continues to respond to emergency medical incidents when specifically requested by the responding ambulance and/or if a life-threatening (or potentially life-threatening) injury or medical event has occurred (or is occurring). Unfortunately, we cannot currently administer any medications included in our MEL (Minimum Equipment List) until the FRO Agreement is signed by our city and submitted to TDSHS (*along with all other required documents related to the provider change*). We can, however, perform CPR and/or any other life-saving interventions that could be considered layperson first aid (e.g., bleeding control).

On Monday, January 22nd, I (Chief Parker) submitted an email to TDSHS' EMS Certifications Division regarding our current status as a First Responder Organization. Within this e-mail, I identified the critical role our Fire

Department's Firefighter/EMTs when it comes to patient care provisions. I also explained that our entire county is only serviced by two (2) ambulance and that one [the Rosebud unit] is only in operation for twelve (12) hours each day. Before concluding the email, I asked if there's anything our [fire] department can do until all FRO paperwork is finalized, submitted, reviewed, and approved by TDSHS. As of 01/24/24, at 5:00 PM, we have not yet received a reply.

An email notifying TDSHS' EMS Certifications Division of the ambulance provider change and how it would temporarily affect our department's EMS service provisions was sent on January 2, 2024. As of the present date, we still have not received a response regarding this email.

In addition to the previously identified managerial employees from City Ambulance, I've also remained in close contact with FCHC's Director of Nursing and ESD 1 Director Bill Range regarding the ambulance provider change and its effect on First Responder Organizations (FROs). Both individuals are very knowledgeable within their respective fields and have been extremely helpful.

Thank You,

Justin E. Parker


Fire Chief/EMC
City of Marlin, TX
10. Adjourn

Councilmember Sparks motioned to adjourn; Councilmember Armstong seconded the motion. **all in favor said "Aye"**
meeting ended at 7:47 pm

PASSED AND APPROVED ON THIS THE 12TH DAY OF March 2024.




Susan Byrd, Mayor


Maryann Waddle, City Secretary