

STATE OF TEXAS
COUNTY OF FALLS
CITY OF MARLIN

On this the 17th day of March, 2020, the City Council of the City of Marlin, Texas convened in a SPECIAL SCHEDULED MEETING at 6:00pm, 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 Carolyn Lofton
Mayor Pro-Tem Scottie Henderson (Absent)
Nettie Moore
Rhonda Milton
Max Martinez (Absent)
Douglas Porter (Absent)
Terence McDavid

STAFF

Cedric Davis, City Manager
Maryann Waddle, City Secretary

- 1.Call to Order by Mayor Lofton @ 6:00pm.
- 2.Roll Call by Maryann Waddle.
- 3.Certify Posting in accordance with State Law by Maryann Waddle.
- 4.Pledge by Mayor Lofton and Invocation by Councilmember Moore.
5. Discussion and or take action : Pick company from received quotes and authorize payment for software updates at the Water Plant.

Jennifer Trotter, Water Plant Supervisor) addressed the council . She told the council the quotes received for the software update at the plant ,Wonderware. Wallace \$18,953, Trac N Control went up a little from the last presented quote because there needed to be two computers not one , the original was \$18,400 and add \$1,750 for the second computer, Dedicated Controls came in at around \$32,000 and with a new Scada around \$80,000 . The last Quote was form Tesco at around \$50,000. Councilmember Milton asked which company would the plant prefer . Jennifer stated that Wallace is a good company but has limited resources. Trac N Control has the resources and is around the same price. She stated that right now the licenses for the software at the plant is under the name of RLC , but both the companies stated would make sure the licensing name would be under the city of Marlin . Milton asked if we were under contract with RLC . Jennifer stated no they are the ones who set up the plant and did the initial install , the never was a contract , we just used them because they set it all up. Dedicate has done some work at the plant ,but they are just to pricey . Councilmember Moore asked so we were never under contract. Jennifer said no ,but we were under warranty with them for the initial work. The information as of now is being stored in the cloud everyday because the computers keep throwing a blue screen and we would hate to lose data. TCEQ has given violations for the no data before that s why the notices had to go out. Since the trouble with the ransom ware we have had a lot of problems. There is still no way to update the windows 7 without the software

update it just won't work with the old version. Mayor Lofton asked what would be the time frame for the work. Jennifer said she was going to call whoever was chosen after the meeting to get that information. Mayor asked what was the risk if we don't update. Jennifer said fines from TCEQ. Milton stated that she would like help in deciding. Jennifer stated that Trac N Control could ghost in, like the software it will fill out the SMORE which leaves less room for human error. Mayor Lofton asked if the pay could be divided 50% to ship and 50% upon completion. Jennifer stated that with the help of Mr. Davis and Judy she was able to move around some things in her budget to be able to afford the upgrade and that she is in communications with MRB to try to get some of the money back with the planning for the work at the plant with the funds from TWDB. Mr. Davis stated the outlay 2 has \$78,000 for maintenance. Councilmember Milton that the city selects TRAC N Control and that we work out the way to do 50% to ship and 50% upon completion, based on the price on the quote given.

Councilmember Moore seconded the motion, the motion carried as follows:

Ayes: Councilmember Milton, Councilmember Moore, Councilmember McDavid, Mayor Lofton

Nays: None

Absent : Mayor Pro-Tem Henderson, Councilmember Martinez, Councilmember Porter

5A.Discussion and of take action: City's Emergency plan for Coronavirus(COVID19

Mayor Lofton told the council that she and Fire Chief, Justin Parker, have been working on an Action plan for the City of Marlin. Justin stated that the action plan has been about a week in the making, if the city acts now, they can protect the city, visitors, and employees. The information has been pulled from the CDC recommendations. This plan is not a cure all, but it does prevent the spread by limiting movement. Cedric Davis said to the council that he had met with the county and other stakeholders, and this is the only plan in play, they all hope to adopt the plan as well. Mayor Lofton said that she had been on a conference call with the Governor, county judges, and mayors from all the 254 counties in Texas. She has also met with the hospital, sheriff's office, Rosebud, and the Prison on Friday to assess resources. As far as resources, the Hospital has a few PPEs (Personal protective Equipment) and 3 ventilators. Golden Years, prison and jail are all locked down, no visitors. School is out. Yesterday owners of restaurants were met with, Chief Parker and Councilmember Moore were in attendance. They were told that dining rooms were to be closed and take out or drive through only. We do not have the resources here, to decrease the risk we need to stop movement. Today we met with Ministers from local churches and shared with them ways to minister to their congregation with the gathering of the congregation. Elderly people are the most vulnerable, to save their lives all need to limit movement. Our Proclamation is going to the governor tonight after we have taken action on it. Mayor Lofton read the Proclamation of Local Disaster for Public Health Emergency aloud. She reiterated that the key points are that restaurants are takeout or drive through only, and no congregation with over ten people, the PD and the sheriff have been informed that violators can be fined. The National Guard could be placed into action by late this week. Reverend Steven Johnson asked about other cities and people coming into Marlin. Mayor Lofton said that we can only control us. Waco has closed restaurants, bars, and gyms, it is up to the individual town to make their own Proclamations or Resolutions and even then, people won't always comply. Steve said I am just concerned that.... Councilmember Moore said just keep in mind that this should have been put in place on Friday last week. She said that high risk people are those with autoimmune disease, on the

CDC list it lists Lupus and Fibromyalgia. Mayor Lofton asked what page are you looking at. Moore said page 4. City Manager Davis said that this is a blueprint for how the city will be working. Mayor Lofton essential personal will be in the office and the doors will be locked , drive through will be open for payments, and appointments can be made to visit with staff. Sanitization will be performed after each visitor. All these things could change day to day. Moore asked if water services will be cut off. Mayor Lofton stated no there will be a 3-month window ,but you can not just not pay your bill. She also stated that Atmos has sent out information on bill pay options during this event. Jennifer Trotter wanted to mention that there was a rumor going around about loss of water for the city, she stated that this is not true . The plant runs 24/7 and will keep running . Chemical companies will keep suppling and everything is fine and good at the plant. The Mayor mentioned that the situation is unpredictable and that no one has been through this before . She will be on a phone call for more updates at 10am in the morning and if more changes are needed then we will go from there. Robin Maguize told the council that the Judge has given a 60-90-day window for those who need are on deferred and who need to complete driver safety.

Councilmember Milton moved to accept he proclamation of Local Disaster for Public Health Emergency and implement the declarations stated on it and that the city hall be locked and the drive through be used for payments.

Councilmember Moore seconded the motion and the motion carried as follows :

Ayes: Councilmember Milton, Councilmember Moore, Councilmember McDavid , Mayor Lofton

Nays: none

Absent: Councilmember Martinez, Councilmember Porter, Mayor Pro-tem Henderson

Mayor Lofton wanted to let the council know that the Attorney General has set in place to where all open meetings can be tele or video conference during this time . To keep the meeting open to the public the Mayor stated that the city will be using ZOOM . It has the option for citizens to participate and to mute as needed for interruption . Zoom can be used on a tablet, laptop, phone, or PC. More information will be provided on how to join.

5B. Discussion : City Charter's Roles and Definitions of positions(City Manager, City Secretary, Fire Chief, and Police Chief).


City Manager, Cedric Davis, addressed the council about the oversight concerning what council handles. He said that you can see in previous meetings the council took action on the positions. The actions were anything from reviews ,to hires, to disciplinarily action. The council disciplines and the City Manager has oversight in day to day operations. The four positions that the council has oversight for are the City Manager, City Secretary, Fire Chief, and Police Chief. Davis just wanted to provide some clarification to the council about their roles.

6. Adjourn . With no further business Councilmember Moore motioned to adjourn all in favor said "I' Council meeting ended at 6:50 pm

PASSED AND APPROVED ON THIS THE 14TH DAY OF April, 2020.




Carolyn Lofton, Mayor


Maryann Waddle, City Secretary