

## COFFEE CITY, CITY COUNCIL MEETING MINUTES DECEMBER 14, 2009

The Coffee City, City Council met for a regular scheduled meeting on Monday, December 14, 2009. The meeting was called to order at 6:30 p.m. The meeting was held at the Coffee City, City Hall. Mayor Pro Tem Glenn Bourque called the meeting to order and called roll at 6:30 p.m. The following Council Members were present Cindy Craig, Mike Aubuchon, Glenn Bourque, and Ray Wakeman. Also City Attorney Kurt Noell and Interim City Secretary Angela Jones.

### 2. Roll Call

Roll was called and it was announced that a quorum was present by Mayor Pro Tem Glenn Bourque.

### 3. November 9, 2009 Minutes

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to accepting the Minutes as written from the November 9, 2009 Council Meeting.

### 4. Check Written Register

Motion was made by Council Member Cindy Craig and a second was made by Council Member Ray Wakeman, the Council voted (4) for and (0) opposed to accepting the Check Written Register for November 5, 2009 through December 10, 2009.

### 5. Council and Mayor Pay

Tabled.

### 6. Records Management Officer

Motion was made by Council Member Ray Wakeman and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to Glenn Bourque taking the position as Records Management Officer.

### 7. Bank CD's and Loans

Tabled

### 8. Progress Report

Council Member Mike Aubuchon gave Progress Report stating that we will begin taking \$5,000.00 out of the Municipal Court Account to make payments on Credit Deposit.

9. Municipal Court Report

Municipal Court Report was given by Judge Tarrant, 78 New Cases for the month of November, and total revenue \$8,042.00. There is \$7,214.00 spendable money in the Municipal Account at this time.

10. Police Report

Chief Ray Threadgill gave November Police Report stating that there were 80 Citations, 2 Accidents, 30 Calls to Service, and 1 Arrest.

11. Fire Report

Chief Moore gave the November Fire Department Report stating that there were 24 Calls to Service, and 2 Structure Fires. 18 Fire Fighters on roster at this time, and the boat is in the shop. The H1N1 Flu Shots will be given tomorrow night here for the Fire Department. Bunker Gear is starting to come in. Council Member Mike Aubuchon will do some leg work on the Boat Motor.

12. Executive Session

Pending Litigation with City Attorney Kurt Noell.

Adjourn

Mayor Pro Tem Glenn Bourque announced Meeting Adjourned.



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Mayor Pro Tem, Glenn Bourque



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Interim City Secretary, Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES NOVEMBER 9, 2009

The Coffee City, City Council met for a regular scheduled meeting on Monday, November 9, 2009. The meeting was called to order at 6:35 p.m. The meeting was held at the Coffee City, City Hall. Mayor Pro Tem Glenn Bourque called the meeting to order and called roll at 6:35 p.m. The following Council Members were present Mike Aubuchon, Cindy Craig, and Ray Wakeman.

### 2. Roll Call

Roll was called and it was announced that a quorum was present by Mayor Pro Tem Glenn Bourque.

### 3. October 15, 2009 Minutes

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Cindy Craig, the Council voted four (4) for and none (0) opposed to accepting the Minutes as written from the October 15, 2009 Council Meeting.

### 4. Check Written Register

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Mike Aubuchon, Council voted four (4) and none (0) opposed to accepting the Check Written Register for October 10, 2009 through November 4, 2009.

### 5. Putting up Signs on Roadway concerning Dumping Animals

Not acting on this at this time.

### 6. \$50.00 Warrant Fee

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Mike Aubuchon, Council voted four (4) and none (0) opposed to the \$50.00 Warrant Fee be deposited into General Fund Account and be used for the Police Department.

### 7. Debit Card

Motion was made by Council Member Cindy Craig, and a second was made by Mike Aubuchon, Council voted four (4) and none (0) opposed to getting a Debit Card with the First State Bank. Expenses will be limited to Hotel Reservations, Transportation, Training, and Minor Emergencies.

#### 8. Spending Policy

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Mike Aubuchon, Council voted four (4) for and none (0) opposed to Tabling the Spending Policy and scheduling a workshop.

#### 9. City Hall Hours

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Cindy Craig, Council voted four (4) for and none (0) opposed to purchasing a sign to put outside or post in window to show City Hall Hours.

#### 10. Monthly Financial Status Report

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Mike Aubuchon, Council voted four (4) for and none (0) opposed to having the Financial Status Report for each Calendar Month, for the City Council Meetings.

#### 11. Progress Report

No report at this time.

#### 12. Municipal Court Report

Judge Tarrant gave report for the Month of October, 58 New Cases, Couple of Trials, First Jury Trials, total Revenue for Municipal Court for October was \$6,109.90, a deposit was made into Building Security Account in the amount of \$108.26, also a deposit was made into the Technology Fund in the amount of \$144.34.

#### 13. Police Department Report

Chief Ray Threadgill gave report for the Month of October, 63 Citations, 51 Calls, 1 Arrest, some equipment has been ordered for the Police Department. Next month on the Agenda we will have the Boat House and 10 year lease. Jet Skies will be here in January or February, these will be at no cost, only cost will be maintenance. There may be a Boat donated.

#### 14. Fire Department Report

Chief Chris Moore gave report for the Month of October, 21 Calls, and we now have 16 Fire Fighters. The Boat is in the shop. We have not received the Vaccine for Fire Fighters. November 14<sup>th</sup>, Fly in at Aero Estates. November 19<sup>th</sup>, Holiday Help will begin, Berryville, Coffee City, and Frankston will be involved in this. Passed out candy and provided lights at The Gathering Place. Displayed M.V.A. in Frankston at the Square Fair, also participated in the Parade and with Traffic Control.

15. Executive Session

16. Adjournment

Meeting was adjourned by Mayor Pro Tem Glenn Bourque.



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Mayor Pro Tem, Glenn Bourque



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Interim City Secretary, Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES OCTOBER 15, 2009

The Coffee City, City Council met for a regular scheduled meeting, that was rescheduled from Monday October 12, 2009 to Thursday October 15, 2009, because of the Columbus Day holiday. The meeting was called to order at 6:30 p.m. The meeting was held at the Coffee City, City Hall. Mayor Pro Tem Glenn Bourque called the meeting to order and called roll at 6:30 p.m. The following Council Members were present Mike Aubuchon, Cindy Craig, and Ray Wakeman.

### 2. Roll Call

Roll was called and it was announced that quorum was present by Mayor Pro Tem Glenn Bourque.

### 3. September 14, 2009 Minutes

Motion was made by Council Member Ray Wakeman, and a second was made by Council Member Cindy Craig, the Council voted four (4) for and none (0) opposed to accepting the Minutes as written from the September 14, 2009 Council Meeting.

### 4. Check Written Register

Motion was made by Council Member Mike Aubuchon, and a second was made by Council Member Ray Wakeman, the Council voted four (4) for and none (0) opposed to accepting the Check Written Register for September 12, 2009 through October 9, 2009.

### 5. City Finances/Petty Cash/Good Will

We are not ready to make a motion or vote on City Finances at this time  
Ray Wakeman will put together something for our next meeting to present to us concerning City Finances.

a. and b.

Motion was made by Council Member Mike Aubuchon, and a second was made by Ray Wakeman, the Council voted four (4) for and none (0) opposed to the following, keeping \$100.00 Petty Cash on hand at the City Hall.

Concerning Goodwill, no more flowers to be sent and, no donations to be made from Coffee City.

We will have Banquet/Appreciation Dinner for Employees and Volunteers.

6. Seco Grant

Motion was made by Council Member Ray Wakeman, and a second was made by Mike Aubuchon, the Council voted four (4) and none (0) opposed to doing something Green with the \$20,000.00 Seco Grant. Mayor Pro Tem Glenn Bourque presented Resolution to be numbered at this time.

7. Building Permit Ordinance

The Building Permit is not ready at this time.

8. Subdivision Plat on HCR 4219

Motion was made by Council Member Ray Wakeman and a second was made by Mayor Pro Tem Glenn Bourque to sign off on Subdivision Plat for HCR 4219. Council voted two (2) for and none (0) opposed to accepting and signing off on this Plat. The reason for the two / none vote is because this Plat involves Council Member Cindy Craig and Council Member Mike Aubuchon, so they were unable to vote on this.

9. Trash Pick Up

a. and b.

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, Council voted four (4) and none (0) opposed to moving forward to get information together, specifications, bids, etc...for trash pick up in Coffee City. Also advertising for trash pick up bids in the Frankston Citizen.

10. Hunting / Fire Arms Ordinance

Mayor Pro Tem Glenn Bourque stated that we will be talking with the Police Department and Fire Chief, also checking with other cities our size to see what kind of Ordinances they have pertaining to Hunting / Fire Arms in the City Limits. Then we will review and customize an Ordinance to fit our type of City.

11. In House Bookkeeping

a. and b.

Motion was made by Council Member Mike Aubuchon and second was made by Council Member Ray Wakeman, Council voted four (4) for and none (0) opposed to purchasing Quicken Business Software and, having Angela and other City Employees trained either by going to training or having someone come to the City Hall to train. Goal is for this program to be in effect January 2010.

12. Opening New Account

Motion was made by Council Member Cindy Craig and a second was made by Mike Aubuchon, Council voted four (4) for and none (0) opposed to opening a New Account for City of Coffee City Municipal Court at The First State Bank.

13. Executive Session was changed to follow #18

14. Progress Report

Council Member Mike Aubuchon gave the Progress Report stating that we surrendered the Credit Deposit for \$20,123.00 to purchase New Patrol Car. Tomorrow we will have a New Police Car paid for in cash.

15. Municipal Report

We received a check from State Comptroller for \$21,420.85 also received a check from Community Supervision & Correction Department for \$212.00. Municipal Report was given by Angela Jones.

16. Municipal Court Report

Judge Tarrant reported that total revenue for Municipal Court was \$12,043.00 for the month of September, collected three from Omni and continuing to add to Omni. Also paid State Comptroller \$9,582.87.

17. Police Department Report

Chief Threadgill gave the Police Report for the month of September, 2 Arrests, and 21 Calls to Service. It has been a busy month. Charger will be here tomorrow night, will have it ready for Square Fair. New Square Street Light should be up and working on 3506 and 155.

18. Fire Department Report

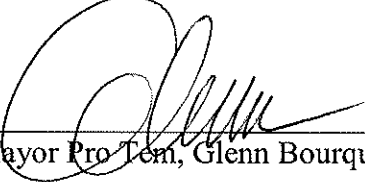
Chief Moore gave the Volunteer Fire Department Report for the month of September, 26 Calls for Service. We currently have 17 Senior Fire Fighters counting Chief Moore. The boat is in the shop at Flat Creek estimate is \$2,500.00. The Fire Department will be going to the Square Fair and involved in the Parade, Traffic Control, Traffic Control, The Chili Cook Off, and a display of Emergency Operations of MVA. Berryville, Coffee City, and Frankston Fire Departments conducted a joint training exercise on the 26<sup>th</sup> of September 2009 at Coffee City. This was a mock Motor Vehicle Accident (MVA). All three departments learn and deploy Extrication equipment such as Stabilization Struts, Air Bags, Electric Jaws, Hydraulic Jaws, and Cribbing. Chief Moore requested approximately \$200.00 petty cash for the following, Candy for Square Fair Parade, Candy for Halloween, Chili supplies for Square Fair, and Chili Cook Off entry \$25.00.




13. Executive Session

19. Adjournment

Mayor Pro Tem Glenn Bourque announced Meeting Adjourned.

  
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Mayor Pro Tem, Glenn Bourque

  
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Interim City Secretary, Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES SEPTEMBER 14, 2009

The Coffee City, City Council met for a regular scheduled meeting, that was called to order as an Emergency Meeting on Thursday September 14, 2009. The agenda stated that this meeting would start at 6:30 p.m., The Frankston Newspaper stated that it would start at 7:00 p.m., therefore the meeting was called to order at 7:00 p.m. The meeting was held at the Coffee City, City Hall. Mayor Pro Tem Glenn Bourque called the meeting to order and called roll at 7:00 p.m. The following Council Members were present Mike Aubuchon, and Cindy Craig, Amos Harmon was absent.

### 5. Appointment for Place 3

Motion was made by Council Member Mike Aubuchon and a second was made by Council Member Cindy Craig, the Council voted three (3) for and none (0) opposed to appoint Ray Wakeman for Place 3 of the Coffee City Council. Judge Sue Tarrant was present to Swear in Ray Wakeman for Place 3.

### 2. Roll call

Roll was called and it was announced that quorum was present by Mayor Pro Tem Glenn Bourque.

### 3. August 10, 2009 Minutes

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to accepting the Minutes as written from the August 10, 2009 meeting.

### 4. Check Written Register

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to accept the Check Written Register for August 7, 2009 through September 11, 2009.

### 6. Resignation of Mayor Frank Ross – Resignation of Council Member Amos Harmon

(a.) Motion was made by Council Member Cindy Craig and a second was made by Council Member Ray Wakeman, the Council voted four (4) for and none (0) opposed to accepting Mayor Frank Ross resignation from his position as Mayor of Coffee City.

(b.) Motion was made by Council Member Ray Wakeman and a second was made by Council Member Cindy Craig, the Council voted four (4) for and none (0) opposed to accepting Council Member Amos Harmon resignation from his position of Place 3 on the Coffee City Council to be effective immediately.

7. Removing Frank Ross from Bank Cards

Motion was made by Council Member Ray Wakeman and a second was made by Council Member Cindy Craig, the Council voted four (4) for and none (0) opposed to having Frank Ross name removed from all Bank Signature Cards, CD's, Safety Deposit Boxes, and Loans, at First State Bank and Southside Bank.

8. Public Hearing

Public Hearing for Annexation Ordinance, Diamond Head Bay POA was present to protest their inclusion.

9. Executive Session

Executive Session with Council Members, Interim Secretary, and City Attorney Kurt Noell.

10. Annexation Ordinance

Motion was made by Council Member Ray Wakeman and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to the Annexation Ordinance.

11. Municipal Court Building Security Account

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, Council voted four (4) for and none (0) opposed to opening an account at the First State Bank for the Municipal Court Building Security.

12. Budget

Motion was made by Council Member Mike Aubuchon and a second was made by Cindy Craig, Council voted four (4) for and none (0) opposed to accepting Budget for 2009 - 2010.

13. Block Grant Project Implementation Training

Motion was made by Council Member Cindy Craig and a second was made by Council Member Ray Wakeman to send two people to the Texas Community Development Block Grant Project Implementation Training in Arlington, Texas, arriving in Arlington on the 21<sup>st</sup> of September and attending Training on September 22<sup>nd</sup>, with expenses paid and per diem.

14. Removing names from Post Office Box Cards

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, Council voted four (4) for and none (0) opposed to removing all names from the P.O. Box Cards at the Frankston Post Office.

15. Adding names to Post Office Box Cards

Motion was made by Council Member Mike Aubuchon and a second was made by Council Member Ray Wakeman, Council voted four (4) for and none (0) opposed to adding Chris Moore, Fire Chief of Coffee City, Ray Threadgill, Chief of Police of Coffee City, and Angela Jones, Municipal Clerk/Interim City Secretary of Coffee City, to the P.O. Box Cards at the Frankston Post Office.

16. Financing New Fire Truck

Motion was made by Council Member Cindy Craig and a second was made by Council Member Ray Wakeman, Council voted four (4) for and none (0) opposed to Financing the New Fire Department Rescue Truck at the First State Bank in Frankston.

17. Plats and signings

Council Member Mike Aubuchon reported that Unit 1, Hillside Lake lots 13-16 have to go to The Neches River Authority for approval, we cannot vote on this at this time. Unit 2, had a couple of instruments filed at Henderson County Court House where they vacated lots and canceled part of sub division, filed in 1991, lots 56 – 63 and 72 – 77. Not in compliance with State, lots are not large enough to conform to the New Law. Reject Plats as proposed at this time.

18. Presentation on Reestablishing Economic Development Corporation

Council Member Ray Wakeman let us know that originally the Federal Government initiated low interest loans and grants available for areas that needed some Economic Development. State started Economic Development Program in 1989 as you see it today. 558 Cities since that time are taking advantage of that, these Cities have collected 376 Million dollars that have been used to do Economic Development in there Cities and Counties. Coffee City had an Election in 1998 and passed half cent sales tax. City disbanded it in 2005, during that time City collected 576 thousand dollars for Economic Development, not a penny was used for Economic Development. If they would have left Economic Development in tack today they would have over one million dollars in the Bank that could be used for Economic Development. The start up to get this going again is going to have to go to the voters of the City. Suggested at our March Meeting approve putting on the Ballot The Economic Development half cent sales tax and get approved. Then the City will appoint a board of seven members in order to run the committee it will take probably a few months before money starts to trickle in. If we get more businesses in the City we will collect more money. Then we will have something that we can use in order to get this City on the right track and to avoid property taxes hopefully.

19. East Texas Council of Governments Mandatory Pre-Application Workshop

Motion was made by Council Member Cindy Craig and a second was made by Council Member Ray Wakeman, Council voted four (4) for and none (0) opposed to one or more people attending the Mandatory pre-application workshop on Municipal Solid Waste Grant Funding for Fiscal Year 2010. This workshop will be on Tuesday October 6, 2009 at 10:00 a.m. in Kilgore, Texas. City will furnish transportation and meal.

20. New Police Car

Motion was made by Council Member Cindy Craig and a second was made by Council Mcmber Ray Wakeman, Council voted four (4) for and none (0) opposed to cashing in CD at Southside Bank to pay for New Police Car and deposit the remainder into account at Southside Bank.

21. Bank Cards

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, Council voted four (4) for and none (0) opposed to adding Mayor Pro Tem Glenn Bourque to all Bank signature cards for all Accounts, CDs, Loans, and Safety Deposit Boxes, at Southside Bank and First State Bank.

22. Progress Report

Council Member Mike Aubuchon gave brief Progress Report.

23. Municipal Report

Municipal Report was given by Angela Jones

24. Municipal Court Report

Judge Sue Tarrant gave Municipal Court Report, total revenue for the month of August was \$8,961.00, also she explained about having a Municipal Court Building Security Account.

25. Police Department Report

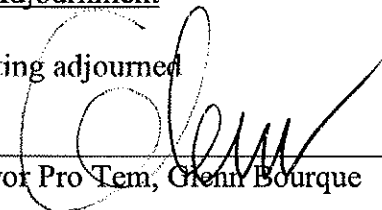
Chief Threadgill gave Police Report, 1 accident last month, 19 calls to service, five active warrants at this time. Brent Wright now has his truck striped out.

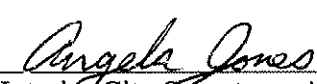
26. Fire Department Report

Chief Moore gave Fire Department Report 26 calls, 17 Fire Fighters here counting himself. Boat is out of shop, still needing repairs but it can go on call if needed, we now have a flat on the trailer. Morris Davis is no longer purchasing the Old Van, someone else is coming up to look at it. Coffee City assisted Berryville with Fish Fry it went really well. Planning on participating in Frankston Square Fair with Parade, Traffic Control, Chili Cookoff, and hopefully Emergency Operations Display. Officers of Berryville, Coffee City, and Frankston will meet here on the 21<sup>st</sup> for Training Exercise. The 26<sup>th</sup> will go over the new and old equipment. We formed a bond down 155 with Frankston, Berryville, and Coffee City. When you see a wreck you may see all three departments on the scene. The New Rescue Truck is in, loaded, and making calls. Made a very important call today in Lollypop. Our response time during the day putting one to two people on the scene in under five minutes. October 6<sup>th</sup> is National Night Out at the Gathering Place, from 5 – 8, County Judge Holstein, Commissioner Jerry West and Sheriff has been invited.

27. Adjournment

Meeting adjourned

  
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Mayor Pro Tem, Glenn Bourque

  
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Interim City Secretary, Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES AUGUST 10, 2009

The Coffee City, City Council met for a Regular Scheduled Meeting on Monday August 10, 2009 at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called roll at 6:33 p.m. The following Council Members were present Mike Aubuchon, Cindy Craig, and Glenn Bourque. Amos Harmon was absent.

### 3. July 16, 2009 Minutes

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to accept the Minutes for the July 16, 2009 Regular Scheduled Meeting.

### 4. Check Written Register

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to accept the Check Written Register for 7-11-09 through 8-06-09.

### 5. Hibbs – Hallmark Presentation

Brenda Thomas made presentation to Council Members and Mayor. Brenda passed out summary of each Insurance Policy, and notified us that our Insurance is coming up for renewal in fact we are in the middle of the renewal. Brenda said she has received the Worker Comp. and it is down \$300.00, the Accident Insurance for Volunteer Fire Fighters and the Police Reserves will stay the same. Other Premiums are still pending. Water Craft will be on a separate policy. We will be receiving cost comparison within the next week. Current Insurance Company that covers Law Enforcement and Public Officials has sent out a non renewal notice about 60 days ago. They have sent out letters to other Insurance Markets for the Public Officials and Law Enforcement Coverage. Public Official covers City Council, Employment Related Issues, and Law Enforcement Issues. Brenda Thomas with Hibbs-Hallmark goes out and Markets all the Insurance Companies to get us the best deal on our coverage. Good potential that we will be changing the Insurance company that covers Law Enforcement. Premiums coming due August 22, 2009.

### 6. Letter to Banks

Motion was made by Mayor Pro Tem Glenn Bourque and a second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to writing all the Banks in the surrounding area a letter to see if The City of Coffee City does have, or has had any accounts or CD's with them.

7. Doris Harmon for Place #3

Motion to Table appointing Doris Harmon in Place #3 on the Coffee City Council was made by Mayor Pro Tem Glenn Bourque, second was made by Council Member Cindy Craig, Council voted three (3) for and none (0) opposed.

8. Paying for New Fire Truck

Motion was made by Council Member Cindy Craig and a second was made by Mayor Pro Tem Glenn Bourque, Council voted three (3) for and none (0) opposed to getting New Fire Truck financed with Government Credit Union at 5% interest on a 5 year Note, pay it on amortization, total amount of the note will be \$35,000.00.

9. Tax Exempt Number

Motion was made by Mayor Pro Tem Glenn Bourque, second was made by Mike Aubuchon, Council voted three (3) for and none (0) opposed to setting a Policy that when using Coffee Cities Tax Exempt Number you will be conducting City Business. Back up Receipt and or Invoice will be required to be given to City Secretary.

10. Records Management Officer

Motion was made by Mayor Pro Tem Glenn Bourque, second was made by Council Member Cindy Craig, Council voted three (3) for and none (0) opposed to Table the Appointing of a New Records Management Officer.

11. Proposed Budget

Mayor Pro Tem Glenn Bourque presented the Actual Proposed Budget for 2009-2010 to The Budget Director Mayor Frank Ross.

12. Public Hearing Annexation Ordinance

Motion was made by Mayor Pro Tem Glenn Bourque, and second was made by Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed to accept this as our first step on our Annexation Process.

13. Telecommunication Franchise Tax Ordinance

Motion was made by Mayor Pro Tem Glenn Bourque and a second was made by Council Member Cindy Craig, Council voted three (3) for and none (0) opposed to pass the The Ordinance for the Telecommunication Franchise Tax. This money will come from the State Comptroller.



14. Newspaper of Record Ordinance

Motion was made by Mayor Pro Tem Glenn Bourque and a second was made Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed to accepting The Frankston Citizen for our Newspaper of Record Ordinance.

15. Municipal Report

Angela Jones gave Municipal Report stating that Data Lines have been updated, Alarm System has been updated, some of the Vendor Contracts have been rearranged. An audit was done on the Natural Gas usage with our Propane Vendor. We received a Tax Refund check from Embarq for \$290.25. We received a check for Restitution from the Community Supervision & Correction Department for \$215.00. We received a letter from Henderson County Elections Administration notifying us that the County will be utilizing the City Hall on November 3, 2009, from 7 am. – 7 pm. as a polling location.

16. Progress Report

This report was given by Council Member Mike Aubuchon. The next Police car will be coming in about a month. We will make arrangements to pay for this with the CD that we have with Southside Bank. The rest of the money we will put in our account that we have at Southside.

17. Municipal Court Report

Judge Tarrant informed us that there were 72 cases filed with OmniBase Services. Municipal Court Monthly Report was distributed for July of 2009, total revenue was \$2,700.00.

18. Police Report

Police Chief Ray Threadgill gave the Coffee City Police Department Report stating that there were 72 Citations given for the month of July, 9 Warnings, 1 Accident, 29 Calls to service, and 1 Arrest. Over half of the calls were outside of Coffee City. The New Charger should be in around August 22<sup>nd</sup>. The Police Department now has a Web Site.

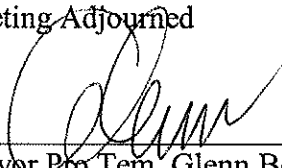
19. Fire Department Report

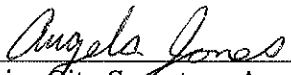
Fire Chief Chris Moore gave the Volunteer Fire Department Report stating that there were 26 Calls, 3 Building Fires, 2 Grass Fires, 13 Medical Calls, 1 Water and Ice related Call, 3 Rescued and Dragged in. 17 Fire Fighters on Roster now. 2 Fire Fighters just came back from A&M. Front Bay Doors have been fixed and installed at the Fire Station. Storage Containers arrived. Sharp's Wrecker purchased the Old Pumper. Morris Davis is purchasing the Old Van-Utility Vehicle. Boat is in the Shop it has a low idle problem. Coffee City will be helping Berryville with there Fish Fry on the 12<sup>th</sup> of September at there City Hall.

20. Adjournment

Motion was made by Mayor Pro Tem Glenn Bourque and a second was made by Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed for the meeting to adjourn.

Meeting Adjourned

  
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Mayor Pro Tem, Glenn Bourque

  
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Interim City Secretary Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES JULY 16, 2009

The Coffee City, City Council met for a Regular Scheduled Meeting on Thursday July 16, 2009. This meeting had been rescheduled from Monday July 13, 2009 to Thursday July 16, 2009, scheduled to start at 7:00 p.m. instead of 6:30 p.m. The meeting was held at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called roll at 6:55 p.m. The following Council Members were present Mike Aubuchon, Glenn Bourque, Cindy Craig, and Amos Harmon.

### 3. June 8, 2009 Minutes

Motion was made by Council Member Amos Harmon and a second was made by Mayor Pro Tem Glenn Bourque, the Council voted four (4) for and none (0) opposed to accept the Minutes from the June 8, 2009 Regular Scheduled Meeting.

### 4. Municipal Court Judge

Motion was made by Mayor Pro Tem Glenn Bourque and a second was made by Council Member Mike Aubuchon, the Council voted four (4) for and none (0) opposed to appoint Judge Sue Tarrant to be the Municipal Court Judge for The Coffee City Municipal Court. Council Member Mike Aubuchon made a motion to let Judge Sue Tarrant take her time getting The Municipal Court in order and learning the Municipal Court Software that we have at this time, second was made by Mayor Pro Tem Glenn Bourque, Council voted four (4) for and none (0) opposed.

### 5. Perdue, Brandon, Fielder, Collins & Mott Collection Services

Motion was made by Council Member Mike Aubuchon and a second was made by Mayor Pro Tem Glenn Bourque, the Council voted four (4) for and none (0) opposed to no longer use the Collection Services of Perdue, Brandon, Fielder, Collins & Mott. Judge Sue Tarrant explained how Omni Base Services will work for us. We will be using Omni Base Services instead of Perdue, Brandon, Fielder, Collins & Mott Collection Services.

### 6. Appointment for Place # 3 on City Council

Motion was made by Mayor Pro Tem Glenn Bourque and a second made by Council Member Cindy Craig, Council voted three (3) for and one (1) opposed to Postpone - Table the appointment for Place # 3. Council Member Amos Harmon made a motion to appoint Doris Harmon for Place # 3 on the City Council, this motion did not get a second.

## 7. Municipal Report

Check Written Register was presented for 5-1-2009 through 7-10-2009 and, report was given for State Comptroller Deposit by Angela Jones for the month of July. There was a mistake made on agenda, # 9 was skipped so after # 8 Municipal Court Report will be # 10 Police Report.

## 8. Municipal Court Report

Municipal Court Report for the month of June 2009 was given by Judge Sue Tarrant, New Cases Filed during the month 17 Traffic Misdemeanors, 5 Non – Traffic Misdemeanors, Dispositions Prior to Trial – Fined 4, Total Revenue \$1,449.00.

## 7. Committee Progress Report

The Progress Report was given by Council Member Mike Aubuchon. Update was given on Refinancing the Brush Truck for the Fire Department. This truck was partially paid for with a Grant. Someone had made an awkward loan with 9% just interest with maturity date in 2012, had little balloon interest, no principal ever being paid on loan. We approved rearranging loan, one of the Major CD's was put up, went from a 9% just interest loan with little balloon interest, no principal, used certain amount of money from CD to pay off truck. When using Credit Deposit you are allowed to use your own money for 2% and still earn money off of Credit Deposit. CD is around \$109,000.00 we are going to be able to purchase the New Police Truck and Car with all the equipment plus having paid off Brush Truck it will almost all be placed under one CD might have some little change here and there for the equipment. Basically we have a 2% loan on brand new equipment, it is a 12 month CD. Council Member Mike Aubuchon requested for everyone to think about how they would like to pay off this loan against the CD. The lowest loan we could have got outside of this was a 5% loan. The Bank really worked with us on this. We could not recover the CD's that this City owned, they made a deal with us to pay the interest up until Maturity date and create another one. We can take it and in eleven months and bring it to a higher paying interest, it was 1½ % but we are paying 2 %. We have a tremendous source of revenue, we are never suppose to use citations in our accounting. We do not have amortization but that is a good idea, we need something to go by. We have saved a considerable amount of money the past couple of months. It is possible to pay off loan within a year. The faster we can pay off loan the better. Good idea putting this on amortization, reduce as much as possible, 24 – 36 months but that is not set in stone, you can remove it at anytime.

## 10. Police Report

Coffee City Police Report was given by Chief Threadgill, 22 Citations, 16 Warnings, 18 Calls to Service. New Department Directory was distributed by Chief Threadgill. With Citations we use to hand out sheets, Traffic Notice sheets with fine amounts so Violators do not have to call, we need to order these for Court so Peace Officers can hand out with Traffic Fines, 500 sheets in color are \$99.35.

The General Orders 2009 Handbook has been revised for the Coffee City Police Department the New Assistant Police Chief, Brent Wright has been working on this, they will continue to add to this, main copy will be kept in Chief Threadgills Office. One of the main concerns has been about the Uniforms it states in The General Orders Handbook about the Uniforms, they are what we have on khaiki pants or shorts with black short sleeve polo shirts with white lettering. Full Dress Uniforms will be worn at Court, Funeral Escorts and Funerals.

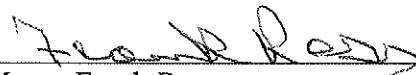
## 11. Fire Report

Brush 2 is back, had estimates anywhere from \$400.00 - \$1200.00. \$125.70 was for repairs. Calls for the Month, Building Fires 2, Grass Fires 3, Outside rubbish fire 1, EMS call, excluding vehicle accident with injury 10, Vehicle accident with injuries 1, Water & ice related rescue 1, Severe weather or natural disaster standby 1. Total Number of Incidents 20, Total Number of Incident Types 8. Did not get to give a good report this time because we have been busy all day. Grass Fires are up. Two personnel are going to Texas A & M Municipal Fire School, we received 100% grant for this, they will only be out for gas and a couple meals for the trip. Grass Fire today on 4319 down from Old Moore Station School. Forestry Service Grant will be coming in September or August.

## 12. Adjournment

Motion was made by Council Member Mike Aubuchon and a second was made by Mayor Pro Tem Glenn Bourque, the Council voted four (4) for and none (0) opposed for the meeting to adjourn.

Meeting Adjourned

  
\_\_\_\_\_  
Mayor Frank Ross

  
\_\_\_\_\_  
Interim City Secretary Angela Jones

## COFFEE CITY, CITY COUNCIL MEETING MINUTES JUNE 8, 2009

The Coffee City, City Council met for a Regular Scheduled Meeting on Monday, June 8, 2009 at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called roll at 6:35 p.m. The following Council Members were present Mike Aubuchon and Glenn Bourque.

Michael Warren and Amos Harmon were absent.

### E. Appointing New Council Member for Place 1

Motion was made by Council Member Glenn Bourque and a second was made by Mike Aubuchon, the Council voted two (2) for and none (0) opposed to Appointing Cindy Craig to Place 1 on the Coffee City, City Council. Notary Jennifer Moore swore Cindy Craig into Place 1.

### C. May 26, 2009 Minutes

Motion was made by Council Member Mike Aubuchon and a second made by Council Member Cindy Craig, the Council voted three (3) for and none (0) opposed to accept the Minutes from the May 26, 2009 Regular Scheduled Meeting.

### D. Previous Council Appointments

Motion was made by Council Member Glenn Bourque and a second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to Rescinding Michael Warrens Previous Appointment.

### F. Appoint a Mayor Pro Tem

Motion was made by Council Member Mike Aubuchon and a second made by Council Member Cindy Craig, the Council voted two (2) for and none (0) opposed to Appoint Council Member Glenn Bourque as Mayor Pro Tem.

### G. Bank Signature Cards

Motion was made by Council Member Mike Aubuchon and second made by Mayor Pro Tem Glenn Bourque, the Council voted three (3) for and none (0) opposed to Removing Michael Warren from all Bank Signature cards, including CD's and Safety Deposit Boxes.

**H. Unemployment Claim**

Motion was made by Mayor Pro Tem Glenn Bourque and second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to City Attorney Kurt Noell acting on the Rose Warren Unemployment Claim. Consent was given to City Attorney Kurt Noell to prevent money leaving The City Hall unnecessarily.

**I. Scheduling Budget Workshop**

Motion was made by Mayor Pro Tem Glenn Bourque and second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to Scheduling a 2 – 3 hour Budget Workshop for Saturday June 20, 2009, starting at 9:00 a.m.

**J. Scheduling Workshop for Council Rules**

Motion was made by Council Member Cindy Craig and second was made by Mayor Pro Tem Glenn Bourque, the Council voted three (3) for and none (0) opposed to Scheduling a Workshop to set Rules for Council Members. A date was not set for this Workshop at this time.

**K. Purchasing New Emergency Vehicles**

Motion was made by Council Member Mike Aubuchon and second was made by Mayor Pro Tem Glenn Bourque, the Council voted three (3) for and none (0) opposed to Purchasing two New Emergency Vehicles for the Coffee City Police Department and one New Emergency Vehicle for the Coffee City VFD.

**L. Refinancing 2007 Brush One Fire Truck**

Motion was made by Council Member Cindy Craig and second was made by Mayor Pro Tem Glenn Bourque, the Council voted three (3) for and none (0) opposed to having the 2007 Brush One Fire Truck Refinanced at The First State Bank in Frankston, Texas. Permission has been given by the full Council To permit Angela Jones and Mike Aubuchon as trustee signers of Coffee City Funds to use CD # 700152581 for Collateral on 2007 Brush One Fire Truck on Old Loan # 7007709590 Balance of CD # 700152581 to be used at a later date toward purchase of two New Police Vehicles, Balance of Police Vehicles exceeding CD # 700152581 will be paid from General Fund Account # 3001278.

**M. Omni Base Services**

Chief Ray Threadgill presented the information from Omni Base Services, this is a free service to help the Municipal Court collect on unpaid fines. Motion was made by Mayor Pro Tem Glenn Bourque and second was made by Mike Aubuchon, the Council voted three (3) for and none (0) opposed to applying for the Omni Base Services.

**N. Contract for Municipal Court Judge**

The Coffee City Municipal Court Judge has No Existing Contract. Motion was made by Mayor Pro Tem Glenn Bourque and second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed on Not Reappointing Municipal Court Judge J.W. Wylie for the Municipal Court in Coffee City.

**O. Regional Judges Seminar**

This Seminar is the Regional Judges Seminar in Odessa, Texas, June 23-25-2009. Motion was made by Mayor Pro Tem Glenn Bourque and second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed for Not Approving Judge J.W. Wylie to go to this Seminar since he was not to be reappointed as Coffee City Municipal Judge.

**P. Orientation for Newly Elected City Officials**

Motion was made by Council Member Cindy Craig and second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed for the Newly Elected City Officials Not to attend this Orientation in Austin, Texas.

**Q. Executive Session**

1. Motion was made by Council Member Mike Aubuchon and second was made by Council Member Cindy Craig, the Council voted three (3) for and none (0) opposed for Police Officer Glenn Potter to receive a Salary Increase and to receive Health Insurance Benefits.
2. Motion was made by Council Member Mike Aubuchon and second was made by Council Member Cindy Craig, the Council voted three (3) for and none (0) opposed for Municipal Clerk Angela Jones to receive a Salary Increase.



R. Fire Department Report

Chief Chris Moore presented the Coffee City VFD report.

S. Police Department Report

Chief Ray Threadgill presented the Coffee City Police Department report.

T. Municipal Report

Municipal Clerk Angela Jones presented the Coffee City Municipal Report.

U. Adjournment

Motion was made by Council Member Cindy Craig and a second was made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed for the meeting to adjourn.

Meeting Adjourned

Mayor Frank Ross

Interim City Secretary Angela Jones

Frank Ross  
Angela Jones

**COFFEE CITY, CITY COUNCIL MEETING MINUTES  
MAY 26, 2009**

**The Coffee City, City Council met for a Special Call (Emergency) Meeting on Tuesday, May 26, 2009 at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called the roll at 7:20 p.m. The Following Council Members were present Mike Aubuchon, Nelda Ross and, Glenn Bourque. Michael Warren and Amos Harmon were absent.**

**C. May 18, 2009 Minutes**

**Motion was made by Council Member Nelda Ross and a second made by Council Member Mike Aubuchon, the Council voted three (3) for and none (0) opposed to accept the Minutes from the May 18, 2009 Special Call Meeting.**

**D. Bank Signature Cards**

- 1. Motion was made by Council Member Nelda Ross, and a second was made by Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed to removing Rose Warren and Bettye Davis from all bank account signature cards including CD's and Safety Deposit Boxes.**
- 2. Motion was made by Council Member Mike Aubuchon and a second was made by Council Member Glenn Bourque, Council voted three (3) for and none (0) opposed to add Angela Jones on all bank account signature cards including CD's and Safety Deposit Boxes.**

**Motion was made by Council Member Glenn Bourque and a second was made by Council Member Nelda Ross, Council voted three (3) for and none (0) opposed to add Mike Aubuchon on all bank account signature cards including CD's and Safety Deposit Boxes.**

**E. Nelda Ross Resignation**

Motion was made by Council Member Glenn Bourque and a second was made by Council Member Mike Aubuchon, Council voted two (2) for and none (0) opposed to accept Nelda Ross's resignation from Place # 1 of the Coffee City, City Council effective June 1, 2009.

**F. Interim Secretary**

Motion was made by Council Member Glenn Bourque and a second was made by Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed to appoint Angela Jones as the Interim Secretary for The City of Coffee City.

**G. CPA for Audit**

Motion was made by Council Member Nelda Ross and a second was made by Council Member Mike Aubuchon, Council voted three (3) for and none (0) opposed to find a CPA that can do Coffee Cities Audit. City Attorney Noell recommended that we get a hold of the CPA that did the last Audit for Coffee City. It was said that Gollob Morgan Peddy & Co., PC., had done the last Audit for the City. The above named CPA can call City Attorney Noell if needed. Interim City Secretary Angela Jones was told by Mayor Frank Ross to call and find out if the above named CPA will do Audit for Coffee City and find out how much they will charge to do Audit for Coffee City.

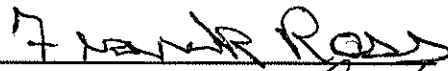
**H. Adjournment**

Motion was made by Council Member Nelda Ross and a second was made by Council Member Glenn Bourque for meeting to adjourn.

Meeting Adjourn

Mayor Frank Ross

Interim City Secretary Angela Jones





**COFFEE CITY, CITY COUNCIL MEETING MINUTES  
MAY 18, 2009**

**The Coffee City, City Council met for a Special Call Meeting on Monday, May 18, 2009 at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called the roll at 6:35 p.m. The following Council Members were present Bettye Davis, Nelda Ross and, Henry Thirkill. Michael Warren and Amos Harmon were absent.**

**C. May 11, 2009 Minutes**

**Motion was made by Council Member Henry Thirkill and a second made by Council Member Bettye Davis, the Council voted three (3) for and none (0) opposed to accept the Minutes from the May 11, 2009 scheduled City Council Meeting.**

**D. Canvassing of the Votes**

**Motion was made by Council Member Nelda Ross, there was No second, to accept the Canvassing of the Votes from the May 9, 2009 Coffee City General Election.**

**Motion was made by Council Member Bettye Davis and a second made by Council Member Henry Thirkill, three 3 for and none (0) opposed to not accept the Canvassing of the Votes from the May 9, 2009 Coffee City General Election.**

**E. Swearing in**

**We were not able to Swear in the Elected Aldermans from the May 9, 2009 General Election at this time.**

**F. Executive Session**

**Everyone proceeded out of the Court Room so the Council and City Attorney Kurt Noell could have the Executive Session.**

**G. Reconvened in Open Session**

- 1. City Attorney Kurt Noell made an announcement that Council Member Bettye Davis being on the Ballot for the May 9, 2009 Coffee City General Election cannot vote on the Canvassing of the Votes.**

**D. Canvassing the Votes**

**Motion was made by Council Member Henry Thirkill and Second made by Council Member Nelda Ross the Council voted two 2 for and none (0) opposed to accept the Canvassing of the Votes for the May 9, 2009 Coffee City General Election.**

**E. Swearing in**

**At this time Jennifer Moore Notary of Republic Swore Mike Aubuchon into City Council Member Place 2 and Glenn Bourque into City Council Member Place 4, then Mike Aubuchon and Glenn Bourque were seated.**

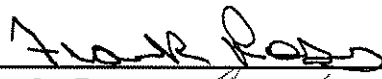

**H. Adjournment**

**Motion made by Council Member Nelda Ross and a second made by Council Member Glenn Bourque, the Council voted three (3) and none (0) opposed to accept the meeting to Adjourn.**

**Meeting Adjourned**

**Mayor Frank Ross**

**Municipal Clerk Angela Jones**

MMR-05112009

**COFFEE CITY, CITY COUNCIL MEETING MINUTES  
MAY 11, 2009**

**The Coffee City, City Council met for a Regular Scheduled Meeting on Monday, May 11, 2009 at the Coffee City, City Hall. Mayor Frank Ross called the meeting to order and called the roll at 6:37pm. The following Council Members were present Bettye Davis, Nelda Ross, Henry Thirkill, and Amos Harmon. Michael Warren was absent.**

- D. Nelda Ross made a motion to accept the Minutes as written from the April 20, 2009 City Council Meeting, Amos Harmon 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- E. Amos Harmon made a motion to approve the checks written from the General Fund April 1<sup>st</sup>, through May 11<sup>th</sup>, of 2009, Bettye Davis 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- 1. Bettye Davis made a motion to accept the resignation of Rose Warren as City Secretary/Administrator, Amos Harmon 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- 2. Nelda Ross made a motion to re-appoint Angela Jones as Municipal Clerk of Coffee City, Amos Harmon 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- 3. Amos Harmon made a motion to consider the re-appointment of J.W. Wylie as Coffee City Municipal Judge.  
Henry Thirkill made a motion to Table the re-appointment of J.W. Wylie as Coffee City Municipal Judge.  
Motion was carried 4 for table – 0 against.**
  
- 4. Bettye Davis made a motion to re-appoint Chris Moore as Coffee City Volunteer Fire Chief, Henry Thirkill 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- 5. Henry Thirkill made a motion to re-appoint Ray Threadgill for Coffee City Police Chief, No 2<sup>nd</sup>. Amos Harmon made a motion to Table the re-appointment of Ray Threadgill for Coffee City Police Chief, Bettye Davis 2<sup>nd</sup> the motion.  
Motion was carried 3 for table – 1 against.**
  
- 6. Amos Harmon made a motion to Table considering and acting upon appointing a Mayor Pro-tem, Henry Thirkill 2<sup>nd</sup> the motion.  
Motion was carried 4 for table – 0 against.**
  
- 7. Fire Chief Chris Moore presented his April V. F. D. report.**

8. Chief Ray Threadgill did not have a report to present at this time,  
he has been busy with the Election and helping Mrs. Jones.

9. Angela Jones presented the April Municipal Court report.

Amos Harmon made a motion for the meeting to adjourn,  
Bettye Davis 2<sup>nd</sup> the motion to adjourn.  
Meeting Adjourned.

Mayor, Frank Ross

Municipal Clerk, Angela Jones

