



7019 Pleasant Ridge Road CR 4217 * Coffee City, TX 75763 Phone: (903) 876-3414 * Fax: (903) 873-2433

CITY OF COFFEE CITY
City Council Meeting Minutes
December 12, 2022 @ 6 pm
7019 CR 4217/Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF AN SPECIAL CALLED MEETIN GOF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **MONDAY, November 14, 2022, at 6:00 PM AT THE COFFE CITY COMMUNITY CENTER, 7019 CR 4217, COFFEE CITY, TEXAS.** FOR THE PURPOSE OF CONSIDERATION OF THE FOLLOWING AGENDA ITEMS. THE CITY COUNCIL RESERVES THE RIGHT TO MEET IN A CLOSED SESSION ON ANY AGENDA ITEM SHOULD THE NEED ARISE AND APPLICABLE PURSANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551, OF THE TEXAS GOVERNMENT CODE.

Council Members

Jeff Blackstone – Mayor Pro Tem

Keith Skender– Place 4

Chuck Jones – Place 1

GeoJan Hunter– Place 5

Marquis Castleberry – Place 2

1. Call Meeting to Order:

Mayor Pro-Tem, Jeff Blackstone called the meeting to order at 6:01 P.M.

2. Roll Call and Announce if quorum is present:

Roll call was done by Mary McDonald and announced a quorum was present.

3. Opening remarks:

Mr. Blackstone stated he wanted to point out that there was an incorrect date in the opening paragraph of the agenda but correct on the rest of the agenda and that they should make note of that.

4. Consider and Act upon approving items 5 & 6.

5. Approving City financials for November 2022.

Mr. Castleberry had a question for Chief Portillo in regards to the expenses for two of the police units and what they were for. Chief Portillo stated they were for tires on one vehicle and the other was for brakes and a fuel issue. Mr. Castleberry also asked Mary what the expense for David Godwin for \$5,500.00 was and it states installment one of three. Mary stated it was for the City's auditor and that was the amount per installment. GeoJan Hunter made a motion to approve the city financials for November 2022. Keith Skender second the motion. Motion carries.

6. Approving meeting minutes for the November 14, 2022 council meeting & November 21, 2022 Special Called meeting.

Keith Skender made a motion to approve the meeting minutes for the November 14, 2022 council meeting & the November 21, 2022 special called meeting. Marquis Castleberry second the motion. Motion carries.

7. Consider and Act upon updating all documentation with Austin Bank City Accounts. Accounts are currently set for the city being incorporated and should be changed to non- corporation business

accounts.

Mr. Skender asked if there would be added cost for this change and Mr. Blackstone stated there would not be. Mrs. Hunter asked if it would change the functionality of the bank accounts and Mr. Blackstone stated that it would not. Marquis Castleberry made a motion to update all documentation with Austin Bank City Accounts that are currently set for the city being incorporated and should be changed to non-corporation business accounts. Keith Skender second the motion. Motion carries.

8. Consider and Act upon approving the police department's grant application with Texas traffic safety eGrants, Project STEP- Impaired Driving Mobilization.

Mr. Blackstone stated that now due to our new policies, we are required to approve applying for a grant. Mr. Castleberry asked Chief Portillo if signed this meant that he now had the authority to go ahead and start the process of the grant. Chief Portillo confirmed that it was. Mr. Castleberry also asked Chief Portillo if this would be a matching type grant and Chief Portillo stated it was 10%.

Mrs. Hunter stated that since a resolution needed to be approved that she would like to make a motion amend item number eight to include adopt the resolution for Project step impaired driving mobilization. Keith Skender second the motion. Motion carries

GeoJan Hunter made a motion to approve the police department's grant application with the Texas traffic safety grants project step impaired driving mobilization and adopt the resolution, thereby stating that the Coffee City Police Department can move forward with this grant. Marquis Castleberry second the motion. Motion carries.

9. Fire Dept. Report:

Mr. Blackstone stated the Fire Chief was still not available and that he would read his report.

10. Police Dept. Report:

Chief Portillo gave the police report. He stated that they had 45 officers, 6 full timers. Also stated that Captain Skero resigned and went on to do other things and that he had him replaced with a guy with just as much talent. Stated there were 873 calls for service. Six felony arrest, 19 misdemeanor arrest, 7 impounds, 3 city ordinance violations, 1 wreck, 165 business checks. He stated that they were increasing the business checks through the holidays. He stated there were 282 citations and 314 warnings and that they were doing more warnings mainly because they're focusing on impaired drivers, narcotics, trafficking and doing more community policing during the holidays.

11. Municipal Court Report:

Mary McDonald gave the municipal court report. Total amount of fines collected was read along with portion that goes to the city. Mary also stated that November, December and typically January total collections goes down during the holiday normally and that council will notice that over the next couple of months.

12. EDC Report:

Tom McBride stated that there was not a November meeting due to not having a quorum but held a special called meeting on Tuesday, December 6th. He stated that at that meeting the board voted unanimously to cease the purchase of the lot located at FM 3506 and Highway 155 and that project is now dead. He also stated that there would be no further meetings for the month of December.

13. Swearing-in of newly elected Mayor, Jeff Blackstone.

Mary McDonald swore in newly elected Mayor, Jeff Blackstone.

14. Swearing-in of the newly elected councilmembers:

- a. Ruthie Seward- Place 1**
- b. Carrie Ousley- Place 3**
- c. Ollie Harmon- Place 5**

Mary McDonald swore in the newly elected councilmembers: Ruthie Seward, Carrie Ousley and Ollie Harmon. Newly elected members took their positions on council.

15. Consider and Act upon the reappointment of the City Judge, Alan Rich.

Mrs. Seward asked if Judge Rich was from Athens. Judge Rich stated he was from Dallas. Mrs. Seward also asked how long Judge Rich has been with the City and Mr. Blackstone stated that he had been with the City for over a year and goes back and forth from Dallas. Mr. Blackstone stated that he just comes down for court hearing which is only twice a month. Ollie Harmon made a motion to reappointment of the City Judge, Alan Rich. Carrie Ousley second the motion. Motion carries.

16. Consider and Act upon the reappointment of the City Prosecutor, Daniel Hunt.

Mr. Blackstone stated that he was similar to Mr. Rich, he's a contract prosecutor that comes in twice a month to work cases. Mrs. Seward asked if he was from Henderson County or from the Dallas area as well. Mary McDonald stated that he was from Athens. Ruthie Seward made a motion to reappoint the City Prosecutor, Daniel Hunt. Marquis Castleberry second the motion. Motion carries.

17. Consider and Act upon selecting or reselecting a newspaper of record.

Mr. Blackstone stated he believed we had been using Athens newspaper and Mary McDonald confirmed it. Carrie Ousley made a motion of selecting Athens newspaper for the newspaper of record for Coffee City. Ruthie Seward second the motion. Motion carries.

18. Consider and Act upon appointing a Mayor Pro-Tem.

Mr. Blackstone stated that he had asked Mr. Castleberry to consider being our Mayor Pro Tem since he's been the longest standing city council member that we have on our council right now with the most experience. Mr. Blackstone stated he would be his recommendation and if anybody else would like to nominate someone else or consider someone else they could. Ruthie Seward made a motion to appoint Marquis Castleberry as Mayor Pro-Tem. Keith Skender second the motion. Motion carries.

19. Open Forum:

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 5 minutes before the beginning of the meeting.
- Speakers will be given 3 minutes to speak.

Any person that is unable to attend and wishes to submit questions to the council can e-mail the questions to the City Secretary at citysecretary@cityofcoffeecity.com

Mary McDonald informed Mayor Blackstone that no one had signed for open forum.

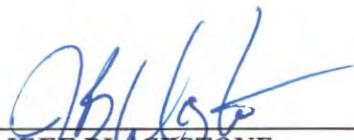
20. Adjournment:

Ruthie Seward made a motion to adjourn the meeting. Carrie Ousley second the motion. Meeting adjourned at 6:40 P.M.

The City Council of the City of Coffee City reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Section 551.071 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Cod, including, but not limited to, Section 321.3022 (Sales Tax Information).

CERTIFICATION

I CERTIFY THAT A COPY OF THE MONDAY, DECEMBER 12, 2022, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND THE CITY WEBSITE ON FRIDAY, DECEMBER 9, 2022 BY 5:00 PM.



JEFF BLACKSTONE
MAYOR PRO-TEM



CITY SECRETARY
MARY MCDONALD