



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

CITY OF COFFEE CITY
City Council Special Called Meeting Minutes
March 6, 2023 @ 6 pm
7019 CR 4217/Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF A SPECIAL CALLED COUNCIL MEETING OF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **MONDAY, March 6, 2023, at 6:00 PM AT THE COFFEE CITY HALL, 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 PURSUANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551, OF THE TEXAS GOVERNMENT CODE.

Council Members

Jeff Blackstone – Mayor (P)

Carrie Ousley - Place 3 (P)

Ruthie Seward - Place 1 (P)

Keith Skender - Place 4 (P)

Marquis Castleberry – Mayor Pro-Tem (A)

Ollie Harmon - Place 5 (P)

1. Call Meeting to Order:

Mayor Jeff Blackstone called the meeting to order at 6:00 P.M.

2. Roll Call and Announce if quorum is present:

Roll called was announced by Mary McDonald and a quorum was present.

3. Opening remarks:

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

5. Approving City financials for February 2023.

Mrs. Seward asked about a payroll item and that it showed that the same person was issued 2 checks just a couple of days apart. Mary McDonald explained that the first check listed was for the previous pay period and was not issued at that time due to not having a timesheet submitted and the second was the next pay period. Mary explained that when you run a scheduled payroll, QuickBooks automatically prints the scheduled pay date on checks and when you do an unscheduled payroll, it prints with whatever day you are actually printing the check. Mrs. Seward asked if they had a hard time getting timesheets turned in and Chief Portillo explained that the officer had been out sick and the reason, he did not submit one.

Mr. Skender asked about the road expense and asked for confirmation that it was for the tree work that was done and Mr. Blackstone confirmed that it was.

Ruthie Seward made a motion to approve the city financials for February 2023. Ollie Harmon seconds the motion. Motion carries.

6. Approving meeting minutes for the February 6, 2023 Special Called meeting.

Ruthie Seward made a motion to approve the meeting minutes for the February 6, 2023 special called meeting. Carrie Ousley seconds the motion. Motion carries.

7. Consider and Act upon approving the Interlocal Cooperation Agreement for Labor and Equipment use with Henderson County, Roads & Bridge Precinct 4.

Mr. Blackstone stated that he had a question and that he didn't quite understand the whole agreement. He asked why it was only \$5,000.00 per year. Fire Chief, Chris Moore stated that it was what the court set it as and that every city, even Athens gets just \$5,000.00 a year. He also stated that it was really all imaginary money and that there was not cash just going to the city, it's just they will work a certain amount of hours' worth of work because all materials would still have to be bought by the city. Mr. Blackstone stated that this agreement has been signed before and there hasn't been work done for the last couple of years and asked if it carried over. Chris Moore stated that truthfully it did not and ended at the end of the year but in their mind it does. Mr. Blackstone asked if the \$5,000.00 was a number that was not negotiable and Mr. Moore stated that they could go the court and request an increase. Mr. Blackstone stated that he has been in contact with the commissioner and he is aware of the work and the city is on his radar. Mr. Blackstone stated that in the letter that was sent, our number one priority was the culver then getting brush done and going to try to get as many potholes packed.

Carrie Ousley made a motion to approve the interlocal cooperation agreement for labor and equipment use with Henderson County, Roads & Bridge Precinct 4. Ollie Harmon seconds the motion.

Keith Skender (Y), Ruthie Seward (N), motion carries.

8. Consider and Act upon approving the amended City Ordinance # 2012-1105-001 regarding Flea Markets, Resale, Pop Ups, Garage sales, rummage sales and Swap meets.

Mrs. Ousley asked if she read it correctly and that you have to pay for a garage sale. Mr. Blackstone state that you do not just have to have a permit.

Carrie Ousley made a motion to approve the amended City ordinance #2012-1105-001 regarding flea markets, resale, pop ups, garage sales, rummage sales and swap meets. Ruthie Seward seconds the motion. Motion carries.

9. Discussion: USDA Rural Development community facilities loan & grant program. Open to the public to speak on.

Chief Portillo spoke about the grant and he is trying to apply for this for new vehicles.

Mr. Blackstone asked if there were any questions regarding this grant.

No citizens asked questions regarding this.

10. Consider and Act upon adopting resolution #2023-02 for the USDA Rural Development Community Facilities Loan & Grant Program naming Chief JohnJay Portillo as signatory agent for the grant application.

Mr. Blackstone asked if this was a grant that we've already applied for and Chief Portillo confirmed that it was and something that was already approved and application submitted but this resolution has to list that you are giving me permission to sign the application and submit it on behalf of the police department.

Ruthie Seward made a motion to adopt the resolution # 2023-02 for the USDA Rural Development Community Facilities Loan & Grant Program naming Chief JohnJay Portillo as signatory agent for the grant application. Keith Skender seconds the motion. Motion carries.

11. Consider an Act upon approving the police department to apply for U.S. Department of Justice Office of Community Oriented Policing Services Grant, COPS Anti-Methamphetamine Program, and adopting the resolution.

Mr. Blackstone stated that the sheet included goes over what the program's about and the amount of money that's available and it also said here there is a maximum reward you can receive of \$2 million and there is no local match. Mr. Skender asked if there were any other stipulations required as in having to hire any other officers. Mr. Blackstone stated that no that he could tell and asked Chief Portillo for information. Chief Portillo stated that you do not have to hire any more officers and it's for equipment. He stated that he wanted to go for license plate readers for the cars and they run about \$60,000.00 each. Then handheld X-ray machines that are running about \$55,000.00 each. Also, additional radios for our in-car radios because we only have mobile radios right now. He stated that he already wrote the grant just need approval to submit it and that's about \$364,000.00 in equipment and no match.

Ollie Harmon made a motion to approve the police department to apply for U.S. Department of Justice Office of Community Oriented Policing Services Grant, COPS Anti-Methamphetamine Program, and adopting the resolution. Ruthie Seward seconds the motion. Motion carries.

12. Consider an Act upon approving the police department to apply for U.S. Department of Justice Office of Community Oriented Policing Services Grant, COPS Anti-Heroin Task Force Program, and adopting the resolution.

Mr. Blackstone stated that this grant is just like the last one. Chief Portillo stated that it was and the reason they do that is because we have so many agencies that apply for these grants so if we don't qualify for the other, we automatically get put at the front of the list for the second one. Mr. Blackstone asked if this one pertains to stuff like fentanyl and Chief Portillo confirmed it was and that we have a lot of fentanyl. He stated that they just found some PCP and that scares us because he hasn't seen that in over 20 years and it was found in HighSaw. He stated that this is something that as your police department tries to combat that from coming in here so this is just a secondary option. Mr. Blackstone stated that this was increasing our odds. Mr. Skender stated that he didn't see any cost to the city or requirements to hire additional officers and asked if that was correct. Chief Portillo confirmed that it was correct.

Ollie Harmon made a motion to approve the police department to apply for U.S. Department of Justice Office of Community Oriented Policing Services Grant, COPS Anti-Heroin Task Force Program, and adopting the resolution. Carrie Ousley seconds the motion. Motion carries.

13. Consider and Act upon Implementing a Warrant Division to the court to track down and collect FTA & citation fees. (Discussed during our February 2023 meeting)

Mr. Skender asked how successful we were with the letters that were sent out so far. Chief Portillo stated that we had several warrants cleared during the warrant round up. Mary McDonald stated that there were about 40 cleared. Mr. Blackstone asked how many notices Mary sent out. Mary stated that she did not send those out herself and that our collection company did and that any outstanding case received a notice. Mr. Skender asked how they would be able to go back and collect and check on someone that has warrants that are 2, 3 & 4 years old. Chief Portillo stated that they had a program called TLO that allows law enforcement to look up individuals and get all information needed. He stated that their goal was to have them pay the failure to appear and then contact Mary about setting up monthly payments on the other warrants. He stated their goal is to not put them in jail but to get them set up on payment arrangements and move forward. Mrs. Ousley asked how the notices worked with the collection company and Mary explained their process on who receives the notices. Mrs. Seward stated that the court used to do this type of program and was successful with it. Ruthie Seward made a motion to approve Implementing a Warrant Division to the court to track down and collect FTA & citation fees. Carrie Ousley seconds the motion. Motion carries.

14. Discuss, Consider and Act upon EDC Board Appointments.

Mrs. Hunter stated that one of the applicants, Scott Martin, does not live in Coffee City but does live within 10 miles of the city. She stated that he does not own property in coffee city and as it stands with the EDC bylaws is that you need to own property and live within 10 miles of Coffee City if it's not your residence. Mr. Blackstone stated that we have we have multiple vacancies. We can't make meetings right now. So, I was wanting to reach out to one of our council members to see if I can get one of you guys to potentially be on the EDC to help facilitate getting our meetings moving forward again so that we're able to, you know, do the actual work. I can't be on it. Marquis can't be on it, of course because his wife is on it. So, it's kind of a conflict of interest. So, it would be nice if one of the four of you could fill in there until at least until we're able to get some more people but I think it's good to have an EDC number on the council just because of the continuity of the information transfer between them and us. Ms. Harmon asked how many members we had now and Mr. Blackstone stated that there is only 3. Mrs. Ousley asked how long the term was and Mrs. Hunter stated that it was a 2 year term. Mrs. Ousley stated that she knew this was important and she doesn't mind doing it, just need to work on dates and times because she still works fulltime. Mr. Skender asked what their schedule was. Mr. Hunter stated that they meet at city hall on the last Monday of the month at 5:00 P.M. Mr. Blackstone thanked Mrs. Ousley and stated we do have some new businesses pending, that are interested in applying for some of the grant money that we have available for businesses.

So, it would be nice that we can actually facilitate make that happen.

Ruthie Seward made a motion to appoint Carrie Ousley to the EDC board. Keith Skender seconds the motion. Motion carries.

15. Fire Dept. Report:

Chief, Chris Moore gave a break down on the 27 calls for service that were received for the month of February and discussed upcoming events and training for the fire department.

16. Police Dept. Report:

Chief Portillo gave a break down on the 920 calls for service that were received for the month of February. He discussed vehicle repairs that were done. He also stated that 8 new officers were sworn in.

17. Municipal Court Report:

Mary McDonald gave the court report. Reported that a total of \$67,178.20 was collected and a total of 45 warrants were cleared for the month of February.

18. EDC Report:

GeoJan Hunter gave the EDC report and stated that their meeting was scheduled for last Monday but they did not have a quorum. She discussed the upcoming events that the EDC contribute to.

19. Executive Session: Gov't Code 551.074 – Personnel Matters (Police Dept.)

Mr. Blackstone called for executive session at 6:55 P.M.

20. Reconvene from Executive Session: (State Time and Any Action Taken)

Reconvene from executive session at 7:25 P.M. No action taken.

21. Consider and Act upon Police Patrol Contract with Indio Management.

Ruthie Seward made a motion to table this item until more information is gathered. Carries Ousley second the motion. Motion carries.

22. 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

Kimberly Vochatzer spoke during open forum. She stated that just the last two months, the amount of rain that's come down has moved so much dirt down that the asphalt that the road is starting to crack and fall down. The little bit of asphalt that was in the driveway because at one point that was that was paved. But there was a measure of asphalt right there. Where were my drive comes up to the to the road. It's gone. It's gone. And I've got dirt moved down like I mean, that's a lot of dirt. When you cover it has moved down and covered up and buried stuff. Okay, but the reason I'm bringing it up is I've already paid to have dirt brought in. Mr. Blackstone stated that she should have anymore dirt brought in and wait until something gets done. Ms. Vochatzer that she would like to know if the city would consider reimbursing her some of the money spent on dirt or help her get dirt some way. She stated that since she brought this up a year and a half ago but the city itself has neglected its responsibility. She stated that this drainage issue is something that was established many years ago and it was dug out, it was all done with your planning and everything else and then it wasn't maintained there. She stated that what has happened isn't without cost and it's costing her so she was putting out there if there was a way for you guys to come up for a way to help reimburse some of my losses.

Mr. Blackstone stated that her time was up and that he has already reached out to the county and they are coming up with a plan. He stated that there isn't much more we can do at this point right now. He stated that he was sorry, no good new but we're going to do everything in our power to fix it.

Mr. Skender asked if our meetings were going to go back to our normal scheduled days now. Mr. Blackstone confirmed that it would resume to regular scheduled day next month.

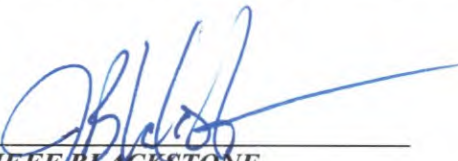
23. Adjournment:

Keith Skender made a motion to adjourn the meeting. Carrie Ousley seconds the motion. Motion carries. Meeting adjourns at 7:34 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, MARCH 6, 2023, SPECIAL CALLED 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, MARCH 3, 2023 BY 5:00 PM.



JEFF BLACKSTONE
MAYOR



MARY MCDONALD
CITY SECRETARY