

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
October 13, 2020**

The City Council of Coffee City, Council Meeting was held on October 13, 2020, convened at the Coffee City Community Center, 7019 Pleasant Ridge Road, Coffee City, Texas. The following City Officials were present:

Phil Rutledge, Mayor Pro-Tern (Present)	Douglas Davis, City Secretary (Present)
Don Weaver, Alderman (Present)	Shellena Bivens, Municipal Court Judge (Present)
Riley Standifer, Alderman (Present)	Chris Moore, Fire Chief (Present)
Marquis Castleberry, Alderman (Present)	Bryan Miers, Police Chief (Present)
Edward McDaniel (Present)	

1. Call to Order.

Mayor Pro Tem Rutledge called the meeting to order at 6:00 pm.

2. Roll Call and announce if quorum is present.

City Secretary Douglas Davis called the roll and announced that a quorum existed.

3. Opening Remarks: Welcome to the City Council Meeting of Coffee City Texas

Mayor Pro Tem Rutledge opened the meeting. He stated that the fire chief had another meeting to get to, and he had been moved to the top of the presenters list. He went on to say that the fire department had a busy night due to a fire in the Lollipop subdivision.

4. Fire Department Report

Fire Chief Chris Moore gave the fire report for the month of September 2020. He stated that in the month of September they had thirty calls for service. He stated that they had responded to one house fire, twenty-four medical calls, three motor vehicle accidents, and they unlocked two cars. He said that the fire department were still doing Meals on Wheels every Wednesday, and that the department currently has twelve firefighters.

5. Consider and Act upon Consent Items: 6, 7, 8, and 9.

Councilman Weaver made a motion to accept the consent items, and Councilman Standifer seconded the motion. A vote was taken, and was unanimous.

6. Approve the Minutes from the City Council Meeting on September 14, 2020 as written.

7. Approve the City Financials for the month of September 2020.

8. Approve the EDC Minutes for September 02, 2020.

9. Approve the EDC Financials for the month of September 2020.

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10. Open Forum:

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 10 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

There were speakers signed up for open forum.

11. Mayor's Report.

Mayor Pro Tem Rutledge stated that the Henderson County website shows that early voting is being held at the Coffee City Community Center. This is incorrect. He stated that in the last meeting the council had discussed going to a new police software called CopSync, and within two days of the purchase, it was running. We are currently waiting for reimbursement from the state. Mayor Pro Tem Rutledge announced that Bryan Miers has turned in his resignation. He stated that the police chief has had an offer that he can not turn down. He stated that we are back in the position of looking for a new police chief. He stated that the Chief Miers had suggested a candidate for the position, and that the Mayor Pro Tem, and Councilman Standifer had spoken with this candidate. Mayor Pro Tem Rutledge stated that he would be calling a special council meeting after the election, in order to canvas the vote, but he did not know for sure when that would be.

12. EDC Report.

- **Update on the Lake Palestine Business Center**

Mr. Ray Ver Hey stated that the EDC had met last Monday (October 05, 2020) and that they talked about the Lake Palestine Center. He stated that the center was currently under contract to be sold. He stated that the property did not close the previous Friday as planned, but should close by Friday, October 16, 2020. Mr. Ver Hey stated that they also went over the EDC Basics. There were no questions or comments, so there were no changes to the EDC basic rules. He stated that during open forum they discussed the property on SH 155 and FM 3506. He stated that the property was back under contract again. Mayor Pro Tem Rutledge asked Mr. Ver Hey to let the council know when the properties closed.

13. Municipal Court Report.

- **Update on CopSync integration**

Judge Bivens stated that in the month of September there were one hundred new cases filed. Thirty-four were dismissed after driver's safety, ten cases were dismissed after differed disposition, three cases were dismissed after proof of insurance, four cases

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dismissed after community service, seven cases were waived due to indigency for a total of \$2,067.

The total fines collected for the month was \$14,047, with GHS collecting \$5,282, and \$765.00 for in-house warrant collection. The quarter taxes paid to the state was \$30,742, and the transfer to the General Fund was \$1,069.

There were two hundred and seventy warrants issued in September (She stated that the number of warrants was extremely high because there were no warrants issued during the initial months of COVID-19. She went on to say that there were one hundred cases filed in September, and as of the thirteenth of October there had already been a hundred cases filed through our CopSync program. She stated that the CopSync integration with the court software is a time saving tool and it allows the court personnel the opportunity to do other court related duties. She said that the court, with the new CopSync program, and with the warrant sync module integration allowed the court to transfer warrant information to the officers in the field. She went on to say that the City Audit went extremely well according to the auditor. The auditor said that he was happy with the processes in the court and the separation of duties. Mayor Pro Tem Rutledge stated that the audit should be presented at the next council meeting. He went on to say that this auditor was much more aligned with small cities than our previous auditors had been.

14. Police Report

Police Chief Miers thanked the council and citizens of Coffee City for giving him the opportunity to work at Coffee City, and he apologized for leaving. He stated that he doesn't job hop, and that leaving after such a short time was not in his nature. He stated that the opportunity that had been presented to him was something that he had to take advantage of. Mayor Pro Tem Rutledge stated that Chief Miers has offered, and gotten approval from his future boss, to be given time to spend with the new police chief that will take over his duties in Coffee City.

Police report: In September the police department took twenty-two calls for service, with nine of them being agency assist with other agencies. There were eighty-two traffic citations issued, with three arrest. All three of the arrest that were made were for felony drug related charges. Of the three arrest, a little over ten grams of methamphetamines were taken off of the street. He stated regarding CopSync, \$13,000 had been received as a settlement from our previous citation management system. He stated that with the CopSync system they had talked about new computer systems for the police cars. The money for these new systems falls under the CARES Act reimbursement. He stated that the contracts had been signed and submitted. He reminded the council that the CopSync program and the hardware were contingent on receiving the CARES Act reimbursement. He stated that at this point the software integration allowed the city to meet the requirements for TLETS, and NIBOR compliance. He stated that the waiver for NIBORS compliance that he had obtained, had now been lifted.

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15. Adjournment.

Mayor Pro Tem Rutledge asked for a motion to adjourn. Councilman Weaver made a motion to adjourn, and Councilman McDaniel seconded the motion. A vote was taken, and was unanimous.

Attestation:

These minutes were approved on:



Mayor Pro Tem



City Secretary