

**CITY OF COFFEE CITY
COUNCIL MEETING MINUTES
7019 Pleasant Ridge Rd.
Coffee City, Texas 75763
September 14, 2020**

The City Council of Coffee City, Council Meeting was held on September 14, 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 (Absent)	Chris Moore, Fire Chief (Absent)
Marquis Castleberry, Alderman (Absent)	Bryan Miers, Police Chief (Present)
Edward McDaniel (Present)	

1. Call to Order.

The council meeting was called to order by Mayor Pro Tem Rutledge, at 6:00 pm.

2. Roll Call and announce if quorum is present.

The roll was called by City Secretary Douglas Davis. A quorum existed.

3. Opening Remarks

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

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

5. Approve the Minutes from the City Council Meeting on August 10, 2020 as written.

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

7. Approve the city check register for the month of August 2020.

8. Approve the EDC Minutes for August 2020

9. Approve the EDC Financial statements for August 2020.

10. Introduction and swearing in Police Chief Bryan Miers.

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Police Chief Bryan Miers was introduced, and notary Sandy Atteberry administered the Oath of Office. (This was a formality, Chief Miers had been sworn in privately on his first day in office.)

11. Introduction and swearing in our new full-time police officer Ryan Cate.

Officer Cate was not in attendance. (Officer Cate was sworn in on his first day of duty by Judge Bivens.)

12. 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 no speakers signed up for Open Forum.

13. Mayor's Report.

- **National Night Out – Canceled**

Mayor Pro Tem Rutledge announced that due to the COVID-19 pandemic, Coffee City's National Night Out had been canceled.

- **Republic Waste – Fall Cleanup**

Mayor Pro Tem Rutledge asked for a show of hands of those in favor of having a fall cleanup (Due to COVID-19 concerns). The response was overwhelmingly in favor. The Fall cleanup will be on October 03, 2020, at the Coffee City Community Center.

- **Results of the meeting with auditor.**

Mayor Pro Tem Rutledge stated that the meeting with the auditor went well, and he was hopeful for the first of two audits be completed before the new council took office.

- **November Election – Early Voting**

Mayor Pro Tem Rutledge announced the changes to the early voting schedule.

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14. EDC Report.

EDC President Beggerly stated that the EDC had approved two new members to its board, and that they would be voted on by the city council later in this meeting. He also stated that the sale of the business center was pending council approval later in this meeting.

15. Municipal Court Report.

Judge Bivens reported that there were sixty new cases filed in the month of August. Forty-five cases were dismissed after completion of driver's safety course, twelve cases were dismissed after deferred disposition, and eleven cases dismissed after proof of insurance. There were two show cause hearings held, two warrants issued, three cases satisfied by community service, three cases satisfied by jail credit, three indigency cases dismissed. The total amount waved by indigency was seven hundred and nine dollars. The total fines collected for the month was forty-two thousand three hundred and forty-one dollars. GHS collected eight thousand seven hundred and seventy dollars. There were no in-house warrants collected. There was twenty thousand five hundred and seventy-one dollars was transferred to the General Fund. The Judge stated that the Police Chief has done some restructuring within the department, and that is why the in-house warrant number was zero.

16. Police Report.

The Police Chief stated that the 20 calls for service in the month of August. The calls were as follows: one accident, one alarm, three animal calls, one criminal trespass, two disturbance calls, two reports, one illegal dumping, one follow-up, one motorist assist, two supplemental reports, three road hazards, one suspicious person one suspicious vehicle, four agency assists, and two fire calls. Currently there is one full time police officers, and one part time police officer. The police department added a new full-time officer, Ryan Cate, last week, and he will begin his regular duties on Wednesday. At this time there are three reserve officers on the police department. Chief Miers said that when he took over as chief, there were around fifteen reserve officers, but after reviewing their files and backgrounds all but the previous three stated above, had been removed. Chief Miers cited liability issues as the reason for a lot of the dismissals. Chief Miers stated that he had found that there were several reports that had not been filed with the state in the last few years, and due to the lack of reporting, there was unrecognized funds that were due to the city, that had not been pursued. One of the unrecognized incomes is the LEOSE Fund that would generate about a twelve to fifteen hundred dollars a year in revenue for the city. He also stated that due to the lack of filing the NIBERS reports in the past few years, that the city could have been held liable for non-compliance, and could have been charged ten thousand dollars a day until compliance was reached. The Chief

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stated that he had contacted the FBI (agency responsible for NIBERS) and had gotten a waiver until compliance was accomplished.

17. Fire Dept. Report.

Deputy Chief Bill Johnson gave the report for the fire department. He reported that the fire department had twenty-two calls for service. One building fire, ten medicals, one lift assist, two grass fires, and seven good intent calls. He stated that the department currently has twelve senior firefighters. He said that Square Fair had been postponed, National Night Out had been canceled, and the Holiday meal is to be determined. The fire department still does the Meals on Wheels every Wednesday.

18. Consider and Act Upon approving the EDCs appointment of Micah Wolfe to the EDC board.

Councilman Weaver made a motion to accept the EDCs appointment of Micah Wolfe to the EDC board. Councilman McDaniel seconded the motion. A vote was taken, and was unanimous.

19. Consider and Act Upon approving the EDCs appointment of Greg Malkoch to the EDC board.

Councilman McDaniel made the motion to accept the EDCs appointment of Greg Malkoch to the EDC board. Councilman Weaver seconded the motion. A vote was taken, and was unanimous.

20. Consider and Act Upon a contract with Cop Sync (Kologik) to provide services to the police department.

Chief Miers stated that the previous software that the council approved was paid for and the company did not deliver the requested services. He stated that he had been working with Cop Sync while with other agencies, and had found them more geared to the needs of small cities/police departments. He said that he had been in contact with a representative of Cop Sync and had been assured that the program would be fully implemented and running in a short period of time. Mayor Pro Tem Rutledge stated that a required program that should have been done for the past several years, had not been done. He said that the negligence on the part of the police department to do this program, could be costing the city ten thousand dollars a day in penalties. He went on to say that the Cop Sync program came with a citizens self-reporting module, and with that module included, the program fell under the CARES Act, and could be reimbursed. He stated that with the citizen self-reporting module, a person could call in or enter the required information over the phone so they would not have to have one on one personal contact

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with the police officer or office staff thus reducing the possibility of infection. He stated that the hardware that was to be purchased, is anti-microbial and also covered under the CARES Act. He stated that we could only use the CARES Act funding for these products if it was not in our budget as of March 2020, and it is not. Councilman Weaver asked the police chief if he had used the program recently. The police chief stated that he had. Councilman Weaver asked how recently. The police chief stated that he had used the program a year ago. Councilman Weaver made a motion that the city purchase the program, with an option of bowing out. Councilman McDaniel seconded the motion. A vote was taken, and was unanimous.

- 21. Under 551.072 (Deliberation about Real Property) the council will be going to go into a closed session to discuss a contract concerning the sale of Real Property.**

Mayor Pro-Tem Rutledge announced that the council would move into closed session. He asked that everyone leave the community center, with the exception of Jim Beggerly, the EDC president. After several minutes of discussion, Mayor Pro Tem Rutledge asked that everyone return to the community center.

- 22. Consider and Act Upon approving the EDCs' proposed sale of the Business Center as discussed in the closed session.**

Councilman Weaver made a motion to act upon the EDCs proposed sale of the Lake Palestine Business Center as discussed in the closed session, and already approved by the Economic Development Corporation. Councilman McDaniel seconded the motion. A vote was taken and was unanimous.

- 23. Adjournment.**

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

Attestation:

These minutes were approved on:



Mayor Pro Tem



City Secretary