

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

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

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

**1. Call to Order.**

*Mayor Wright called the council meeting to order at 6:10 pm.*

**2. Pledge of Allegiance.**

*The Pledge was led by Mayor Wright.*

**3. Invocation.**

**4. Roll Call and announce if quorum is present.**

*The roll was called by the City Secretary. Councilman McDaniel, and Mayor Pro Tem Rutledge were absent.*

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

*Mayor Wright*

**6. Consider and Act upon Consent Items: 7, 8, 9, 10, and 11.**

*It was noted that item 6 on the agenda did not list consent item 11. Consent item 11 was added to the minutes. Councilman Weaver made a motion to accept the consent items as written. Councilman Castleberry seconded the motion. A vote was taken, and was unanimous.*

**7. Approve the Minutes from the Special City Council Meeting on June 08, 2020 as written.**

**8. Approve the Minutes from the City Council Meeting on June 18, 2020 as written.**

**9. Approve the city check register for the month of June 2020.**

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**10. Approve the EDC Minutes for June 2020.**

**11. Approve the EDCs General and HOT check registers for the month of June 2020.**

**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](mailto:citysecretary@cityofcoffeecity.com)*

*No one spoke in open forum.*

**13. Swear Mary McDonald in as the new Coffee City Court Clerk.**

*Judge Bivens swore in Mary McDonald as the new Coffee City Municipal Court Clerk.*

**14. Mayor's Report.**

**15. City Secretary's Report.**

- **Upcoming Elections for Mayor and Council Place 1, 3, and 5.**
- **Election Dates and where to get information on applying for a place on the ballot.**
- **End of year financials status.**

**16. EDC Report.**

- **EDC Treasurers Report**
- **EDC report from Ray Ver Hey**

*Ray Ver Hey with the EDC presented the report to the council.*

**17. Municipal Court Report.**

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**18. Police Report**

*Interim Police Chief Frank Serrato reported that in the month of June, 2020, the Coffee City Police Department had 106 calls for service and /or officer-initiated activities. We are averaging 64 calls per service per month for this year. There were 5 accidents, 1 road hazard, 1 Fire, 5 follow-up, 1 animal call, 4 suspicious activity, 1 assault, 18 information calls, 7 suspicious persons, 1 burglary, 1 loose livestock, 6 suspicious vehicle calls, 4 civil matters, 1 theft, 1 vehicle impound, 1 missing person, 3 warrants served, 8 motorist assist, 10 disturbance calls, 1 harassment call, 2 reckless drivers, 9 reports, 3 misdemeanor arrests, 1 found property, 3 supplemental reports, 1 open door, 3 drugs found on traffic, 1 man with a gun, 1 fatality, 2 follow-up investigations, 1 audit, 1 water leak, 21 agency assists, 1 warrant service, 1 fire, 1 accident, 1 traffic stop 4 medical, 4 own agency, 1 alarm, 1 child endangerment, 2 sexual assaults, 1 theft, 1 stranded boat, 1 hit and run.*

*The Coffee City Police Department currently has 2 Full time officers, 1 Part time officer, 13 Reserve Police Officers. During the month of May, the officers combined did 124 hours of training.*

*June, 2020: The Coffee City Police Department had a total of 278 traffic stops and of those traffic stops 150 citations were issued totaling 194 violations and 128 warnings.*

*Citations: 9 speeding 1-10 mph over, 76 speeding 11-20 mph over, 16 driving while license invalid, 7 failed to yield to emergency vehicle, 2 unrestrained child, 21 no insurance, 1 no license plate, 1 display improper license plate, 1 no front license plate, 3 possession of paraphernalia, 10 no drivers license, 1 failed to maintain lane, 1 failed to signal turn, 2 open container, and 2 fishing without a license.*

**19. Fire Dept. Report**

*City Secretary Doug Davis gave the fire department report to the council as follows:*

*For the period ending 30 June 2020 the Coffee City Fire Department had 28 Calls for service. This call volume is average.*

*They reported 2 building fires, 3 MVAs', 7 medical calls, 1 false alarm, 4 good Intent/Canceled enroute, 4 public service (Unlock Car), 5 grass fires, and 2 watercraft rescues. He reported that the department currently has 13 senior firefighters. They currently have one future event scheduled, Square Fair 19<sup>th</sup> September. Past events – COVID-19 Testing Saturday July 11<sup>th</sup>. The department is still doing Meals on Wheels every Wednesday.*

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- 20. Consider and Act Upon approving the nomination of Ray Ver Hey to fill the Larry Paxton's term as Vice President of the EDC.**

*Councilman Weaver made the motion to accept Ray Ver Hey as Vice President of the EDC. Councilman Standifer seconded the motion. A vote was taken, and was unanimous.*

- 21. Consider and Act Upon calling for an election of a mayor, and council members place 1, 3, and 5. This election will be held in conjunction with the national general election, on November 03, 2020, and will be administered by the Henderson County Elections Administration.**

*Councilman Weaver made a motion to accept the Call for Election on November 03, 2020. Councilman Standifer seconded the motion. A vote was taken, and was unanimous.*

- 22. Adjournment.**

*Mayor Wright asked if there was any other business. No other business was presented. The Mayor asked for a motion to adjourn. Councilman Weaver made a motion to adjourn, Councilman Castleberry seconded the motion. A vote was taken, and was unanimous. The council meeting adjourned at 6:51 pm.*

Attestation:

These minutes were approved on: *August 10, 2020*

  
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Mayor *Ron Tem*

  
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City Secretary