

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
DECEMBER 9, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday December 9, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call.

Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Donald Weaver, Phil Rutledge, and Adam Gonzales. Council Member Ruthie Seward was absent at the time roll was called but came in at 6:02 p.m.

3. and 4. Minutes from the November 14, 2013 Meeting and Check Register for November.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to making a correction to number 8 on the Minutes stating that the amendment to the Budget was to change the Audit from \$1,000.00 to \$10,000.00 as discussed in the October Council Meeting. The Check Register for November was approved as is.

Open Forum

The following spoke at this time

Lauren Savage complimented the Mayor and Council on being able to understand the Agenda.

Bruce Harbert passed a thank you to City Council from Joni Harbert for having a Recycle Ben in front of the City Hall.

Betty Savage complimented our new Councilman for finding her trash cans.

Betty Savage also stated that they started cleaning up their lot on Brierwood Bay back in the summer, it needed brush removed.

Never thought they would be met with such obstacles. First picked up trash all the way up to entry gate, on our lot, picked up cans, glass, and other things. We had to deal with poison ivy, and trash cans turned over and scattered all around. Then Jack started waiting until morning of trash pick up to put trash out.

We placed a small picnic table and chairs on our lot. Then our four trash cans were taken and then our picnic table and chairs were taken. Our dues were always paid, and we received not one benefit. Wanted everyone to be aware of what is going on in Brierwood Bay.

6. Swearing New Reserve Officers.

Chief Malone made an announcement stating that Officers are doing a really good job, numbers are up, and they are taking people to jail. They would like to start a Community Service, basically where yall are our eyes and ears. If you hear or see anything suspicious let us know so we can get over there and check it out. We are interested in everything that is deemed suspicious while you are sitting in your homes at night, we are interested. Chief Malone then introduced our two new Reserve Officers Allicia Anderson and James Robbins. Notary Sandy Atteberry was present for James Robbins and Allicia Anderson to take their Oath of Office for their position as Reserve Officers with the Coffee City Police Department.

7. Monthly Note Payment for Fire Department.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the City of Coffee City to make the monthly Note Payment in the amount of \$716.29 to Austin Bank for Coffee City Volunteer Fire Department 2009 Ford.

8. Yearly Note Payment for Fire Department.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the City of Coffee City to make a Note Payment for approximately \$4,257.08 once a year to Austin Bank for the Coffee City Volunteer Fire Department 2010 Ford F150. Then the Coffee City Volunteer Fire Department will reimburse the City for Note Payment.

9. Annexing FM 3506 and De-Annexing CR 4202.

Mayor Wakeman announced that the City is working on de-annexing of CR 4202 and annexing FM 3506. We don't have all the information completed for annexation of FM 3506. I think we just about have all the information together for CR 4202. Wanted to make a Public Notice that at this meeting, and we will do the same thing at the next meeting to notify everyone that the City is in the process of de-annexing 4202. So there will be a reading this month, next month, and then in February we will finalize it. We will proceed with 3506, it will be the same. It will be finalized at the February Meeting.

10. COBRA Coverage for Employees.

Mayor Wakeman signed paperwork for COBRA continuation of coverage for City Employees administrative agreement.

11. Changes to Community Center Rental Agreement.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Adam Gonzales. The Council voted five (5) for and none (0) opposed to make changes to the Coffee City Community Center Rental Agreement. Mayor Pro Tem Pam Drost explained the following concerns on the Rental Agreement. Changes are on after Noon rental hours 1:00 p.m. to 5:00 p.m., for \$50.00, and add \$10.00 an hour for additional hours. Under Cleaning of Facility: wet mopping if required. Under Safety Provisions: If candles are used, they must be in wax catching containers. Also under Safety Provisions: remove from wording no bottles or glass containers of any kind. Mayor Wakeman added that we also provided a list of telephone numbers.

12. Resolution #101004-001, Franchise Agreement VS Penalty Section 29 added September 12, 2011.

Motion was made by Council Member Adam Gonzales, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to table this Resolution #101004-001, Franchise Agreement VS Penalty Section 29 added September 12, 2011, until next Franchise Agreement with Allied.

13. Website Changes / New Webmaster.

Mayor announced at the EDC Meeting they voted to change the Webmaster. So we are going to be in the process of getting some bids from people to do the website. EDC agreed to keep current

Webmaster until the end of the year. Bruce Harbert with EDC stated that after the first of the year depending on what the City Council decides to do, EDC agreed to continue paying for it as long as it is reasonable. The EDC wants the City to be responsible for running the website. Mayor stated we need to get a couple more bids, will have some hopefully for the next meeting.

14. Fire Dept. Paying ½ of their Gas Bill.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to forgive Fire Department for gas bill debts through December 31, 2013.

We are running under budget on gasoline. Fire Department has \$4000.00 in their checking account. Mayors take on this is the Fire Department has one more \$4000.00 payment to make and after that then they don't have any obligations, then maybe we can start getting some money from them for gas. If we ask them to start paying now they will run out of money just for gasoline.

15. Coffee City Municipal Offices Holidays for 2014.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to accept Municipal Offices Holidays for 2014.

16. Mayors Report.

Mayor Wakeman notified everyone that Coffee Landing Rd. Culvert is in, Fire Department has it chained down on a trailer right now. It will be delivered to the construction site on Friday morning. The County is going to install it over there and is going to shut down that road from 9:00 a.m. to about 1:00 p.m.. If there is an emergency they can get you through there. We are trying to discourage normal traffic from going through there.

Also Mayor stated that he went to the EDC Meeting last Thursday night, they are really working well together. They have some really good discussions, they do not always agree but they graciously accept opinions.

17. EDC Report.

Bruce Harbert was present to give EDC Report. EDC General Account beginning balance \$134,800.00, Sales Tax Receipts of

\$3,889.00, 2 expenses totaling \$956.00, ending balance \$137,733.00. Hotel / Motel Account beginning balance \$38,582.00, Hotel / Motel Tax Receipts \$1,818.00, ending balance \$40,400.00.

At EDC Meeting last week they approved a Big Catfishing Tournament coming to Coffee City sometime in the first quarter of next year. EDC will be paying 100% for those expenses.

Then we also had a discussion about the goal for not only this EDC but the former EDC to really try to finish the wonderful facility that we have next door, EDC is really on board to get this done. Bruce Harbert notified everyone that he was going to take the lead starting this month, Mr. Weaver is also going to be involved in that. We are going to try to have some changes done by the end of this month. We hope to go to bid sometime in January. Maybe even complete construction which involves just a kitchen and a pantry at this point sometime in the first quarter of next year. EDC will be paying 100% for those expenses. We will also be purchasing stackable chairs and tables so we can accommodate quite a few folks over there.

18. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of November there were 49 New Cases filed, 3 Compliance Dismissals after Driving Safety Course, 3 Dismissed after Deferred Disposition, and 3 Dismissed after Proof of Financial Responsibility. Total collected \$7,386.00 of that the City gets to keep a little over \$4,000.00. Pioneer collected a little over \$2,000.00. Quarterly Taxes will be due at the end of the month.

19. Police Report.

Chief Malone gave the Police Report for the month of November. 1 Vehicle Accident, Calls for Service 15, 2 Burglaries, 2 Assaults, 5 Call Outs, 1 Agency Assist, 4 Arrests, Total of 20 Calls.

20. Fire Report.

Chief Malone gave the November Fire Report for Chief Moore. In the month of November had 24 calls for service. Call volume is above average (20). Had 3 Building Fires, 3 Rubbish, Grass, and Burn Ban Fires, 9 Medical Calls, 1 Tree Obstruction, 2 Boat Calls, 3 MVA's, and 2 Public Service.

Currently have 13 Senior Fire Fighters, with one new prospect at this time. Conducted CPR First Aid for Police and Fire Department on the

9th, of November. Extrication Tech I and Tech II was the 15th, 16th, and 17th, of November. There were 41 personnel from 14 different departments that attended or supported the class. We had two representatives from TEEEX that were observing and certifying the training.

ISO Classification Inspector Chase Miller and his assistant were here on the 22nd, of November. They have not given us any results yet, I have a call into Mr. Miller asking for some information as to their visit.

21. Executive Session.


Personnel Matters, Police Dept. and Fire Dept.

Went into Executive Session at 6:47 p.m.

Resumed Meeting at 7:23 p.m.

22. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:24 p.m..



Ray Wakeman, Mayor



Angela Jones, City Secretary

MMSP-11142013

**CITY OF COFFEE CITY
SPECIAL CALLED
CITY COUNCIL MEETING
AND CANVASSING VOTES
MINUTES
NOVEMBER 14, 2013**

The Coffee City Council met for a Special Called Meeting on Monday November 14, 2013. The Meeting was held at The Coffee City, City Hall.

1. Call to order.
Mayor Wakeman called meeting to order at 6:00 p.m.
2. Roll Call and announce if Quorum is present.
City Secretary Angela Jones called roll the following were present. Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Donald Weaver, Phil Rutledge, and Ruthie Seward. Council Member Darlene Jordan was absent at this time but did come in at about 6:07 p.m.
3. Minutes from the October 14, 2013 Council Meeting and,
4. Check Written Register for the month of October.
Motion was made by Council Member Ruthie Seward and, a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed to accept the October 14th Minutes as written and the Check Written Register for the month of October.
5. Canvass the Votes.
Mayor announced the Unofficial Results from the November 5, 2013 Election. Totals for Place 2 Adam Gonzales 83, L. Savage 23, Sandy Atteberry 61, and Lee Mitchell 7. Total for Place 4, Pam Drost 125. Motion was made by Council Member Phil Rutledge and, a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed to making these Results Official. Mayor Wakeman presented Council Member Darlene Jordan with a Certificate of Appreciation. Then Mayor Wakeman presented Newly Elected Council Member Adam Gonzales and Re-Elected Council Member Pam Drost with their Certificate of Election.
6. Swearing in the Newly Elected Council Members.
Notary Sandy Atteberry was present to have the Newly Elected Council Members, Adam Gonzales and Pam Drost, take their Oath of Office and their Statement of Officer.

7. Open Forum.

Gary Brown from Browns Landing spoke on CR 4202, they have taken care of mowing, cleaning the road, and removal of downed trees on the road, he stated that they have basically been taking care of CR 4202. They are supporting us 100% for the De-Annexation of CR 4202.

Gordan Folmar announced that he is a candidate running for Commissioner of Precinct 4.

Gerald Jacob from Browns Landing wants CR 4202 to be De-Annexed.

Ken Geeslin gave Road Report, presented Mayor Wakeman with invoice for \$342.64 for Road Work that was finished today on CR 4202 and part of Highsaw roads.

Mayor Wakeman said Water Company donated \$400.00 and Company hauling waste off of Stevenson Rd. made a donation of three hundred and something dollars.

Ken Geeslin said he would send an e-mail out tonight and tomorrow they will be ready to go using the \$352.00 and, it looks like we should be able to finish everything with about 2 to 2 ½ more loads.

Tomorrow should be able to finish Highsaw Addition and Pinedale. Any issues on CR 4217 the County is handling all maintenance on that road.

Adam Gonzales asked about road work in Brierwood Bay.

Betty Savage Congratulated Mr.Gonzales and now that he is not just Brierwood Bay but is her Councilman over in Highsaw. Her and her husband both had heat strokes while cleaning up in Brierwood Bay, then someone stole 4 of their garbage cans, she told him that he knew where they were and who took them. She wants him to find her stolen garbage cans, and will hear from him next meeting.

8. Budget Amendments.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and one Council Member Adam Gonzales abstained, to accept the change to the Budget, as discussed in the October 14, 2013 Council Meeting. Amendment to the Accounting and Audit Expense, altered from \$1,000.00 to \$10,000.00 a \$9,000.00 difference.

9. Appointing New Mayor Pro Tem.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none opposed, to re-appoint Council Member Pam Drost, she is doing such a great job and we want her to continue to be Mayor Pro Tem.

10. Annexing FM 3506 and De-Annexing CR 4202.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to table this until the next meeting.

11. Mayors Report.

Mayor Wakeman did not really have anything to say tonight.

12. EDC Report.

Judge Bivens gave the EDC Report for the month of October.

Southside starting balance \$129,129.87, Sales Tax Deposit \$5925.66, paid Michael Denninhoff \$255.00 for quarterly payment for website, ending balance \$134,800.53.

Hotel / Motel Account deposit \$1596.17, from Duck Inn \$322.00, deposit from Lake Palestine Motor Inn \$1,273.00, ending balance \$38,582.25.

Mayor announced that Website hits over 3000 hits per month.

Council Member Phil Rutledge comments have been made and taken to heart, a lot of material that needs to be transferred from one area to another on a different page. Mayor Pro Tem Pam Drost said she would like to discuss some things about the website so maybe we can put it on Agenda for next month.

13. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of October. 63 New Cases, this beats totals from this time last year, most we have had in quite sometime, 4 Dismissed after Deferred, 1 Dismissed after Proof of Insurance, Issued 7 Class C Warrants, Total Revenue \$8352.00. The City gets to keep \$5500.00, Total from Pioneer \$574.00. We did start the month of November out good with some of the old warrants.

14. Police Report.

Chief Malone gave the Police Report for the month of October, 2 Vehicle Accidents, Calls for Service 21, Burglaries 3, Assaults 2, Call Outs 5, Agency Assists 3, Arressted 7, Total of 26. Burglaries are down a little bit. Chief Malone and one of the Reserve Officers were able to catch 2 burglaries in process and take them to jail.

15. Fire Report.

Police Chief Malone gave the Fire Report for the month of October, 2 Building Fires, 4 Rubbish, Grass, and Burn Ban Fires, 9 Medical Calls, 1 Tree Obstruction, 2 Boat Calls, 1 Law Enforcement Stand By, 3 MVA's, 0 Burn Ban Violations, 2 Public Service, and 1 Good Intent. Currently have 13 Senior Fire Fighters, with 3 new prospects at this time.

Extrication Tech I and Tech II will be 15th, 16th, and 17th, of November. There will be approximately 40 personnel from 6 counties attending this event with two representatives from Texas A&M observing and certifying the training.

ISO Survey was received today and we will continue to work towards it.

16. Adjournment.

Motion was made by Council Member Ruthic Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 6:37 p.m.



Mayor, Ray Wakeman



City Secretary, Angela Jones

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
OCTOBER 14, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday October 14, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called meeting to order at 6:02 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called roll, the following were present. Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Phil Rutledge, Ruthie Seward, Donald Weaver, and Darlene Jordan was absent, she had to work late.

3. and 4. Minutes from the September 9, 2013 Council Meeting and Check Written Register for the month of September.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to accept the September 9th Minutes as written and the September Check Written Register.

22. Executive Session.

At this time 6:08 p.m. Mayor, Council, (except Donald Weaver) City Secretary and Attorney Lance Vincent went into Executive Session in the Mayor's Office. Came out of Executive Session at 6:48 p.m.

5. Open Forum.

No one spoke at this time.

6. Swearing in Reserve Officer Breanna Ditmars.

Chief Malone introduced Breanna Ditmars. Notary Sandy Atteberry was here to swear in Breanna Ditmars as a Reserve Officer. Chief Malone announced that he Promoted Gregory Sinkfield to the newest Sergeant and Lead Investigator.

7. Quarterly Review of the Budget.
Council Member Phil Rutledge reviewed the Budget.
Mayor Wakeman thanked Council Member Phil Rutledge, and Mayor Pro Tem Pam Drost for all the work they did on the Budget.
Mayor Wakeman announced that we will make changes at next meeting.
8. Changing date for November Council Meeting.
Motion was made by Mayor Pro Tem, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to change the date for the November Council Meeting to November 14th, because November the 11th falls on Veterans Day and that is a Holiday.
9. Date for Canvassing Votes.
Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed to set the date for Canvassing the Votes on November 14th at Council Meeting.
10. Allied Waste Clean Up Days.
Mayor Wakeman announced that our Clean Up Days will be October 19th and 20th, Allied will put dumpsters here at City Hall and at the entrance of Brierwood Bay.
11. Genaro Vargas Cutting Down 2 Trees behind City Hall for \$75.00.
Mayor Wakeman announced that there would be no action taken on this because Fire Department has offered to do it at no cost to the City.
12. Annexing FM 3506.
Will table for this meeting.
13. Investment Policy and Strategy.
Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed to accept the Investment Policy and Strategy.

14. Coffee City Hosting next Mayors Luncheon in January.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed for Coffee City to Host the next Mayors Luncheon in January of 2014. This event requires \$200.00 from the City, this will come out of the General Fund and the Category will be Advertising.

15. Judge Bivens going to Regional Judges Seminar.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. Council voted four (4) for and none (0) opposed for Judge Bivens to go to Regional Judges Seminar in Austin, November 18th through 20th. Total fee will be \$546.03.

16. Hiring CPA to Audit Books.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and none (0) opposed to hiring CPA John Furlow to do Audit for Coffee City for \$9,600.00.

17. Mayors Report.

Mayor Wakeman had no comments at this time.

18. EDC Report.

Judge Bivens gave the EDC Report, Southside Bank account had one deposit from Sales Tax of \$5775.00, ending balance \$129,129.87. Austin Bank account balance \$36,986.00.

19. Municipal Court Report.

Judge Bivens gave Municipal Court Report, 47 New Cases Filed, 1 Dismissed after Proof of Financial Responsibility, 3 Dismissed after Completing Driving Safety Course, 8 Equipment Violation Cleared, 1 Warrant, 11 Deferred Disposition. Total Revenue \$5,310.00. Paid \$4,714.00 Quarterly Taxes. Total Revenue for Quarter \$13,081.00. Will transfer \$8,100.00 from Municipal Court Account to General Fund Account.

20. Police Report.

Chief Malone gave Police Report, 2 Vehicle Accidents, 20 Calls to Service, 3 Burglaries, 1 Theft, 1 Assault, 4 Call Outs, 3 Agency Assists, and 6 People Arrested.

21. Fire Report.

Chief Moore gave Fire Report, 2 Building Fires, 4 Rubbish Grass, and Burn Ban Fires, 8 Medical Calls, 2 Tree Obstruction, 2 Boat Calls, 2 MVS's, 4 Burn Ban Violations, and 2 Public Service. Currently have 12 Senior Fire Fighters, with one new prospect. Chief Moore was elected Vice President for Northeast Texas Fire Fighter and Fire Marshall Association. Henderson County Fire Chiefs Association Fall Fire School at the Athens Training Field October 26. Square Fair is October 26th, Trunk or Treat is October 31st, Smalley Foundation November 5th, CPR November 9th, and Extrication Tech I and Tech II will be November 15th, 16th, and 17th.

22. Executive Session.

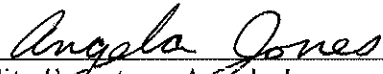
Executive Session was done before #5 Open Forum.

23. Adjournment.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 7:35 p.m.



Mayor, Ray Wakeman



City Secretary, Angela Jones

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
SEPTEMBER 9, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday September 9, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman and Mayor Pro Tem Pam Drost called the meeting to order at 6:00 p.m. At this time Mayor Wakeman turned the meeting over to Mayor Pro Tem Pam Drost.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Ruthie Seward, Darlene Jordan, Phil Rutledge, and Donald Weaver. Quorum was present.

3. and 4. Minutes from the August 12, 2013 Council Meeting and Check Written Register for the month of August.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted on the Minutes from the August 12th meeting, four (4) for to accept Minutes as written, and (1) Council Member Darlene Jordan abstained, she was absent from that meeting. The Council voted on Check Written Register for the month of August, five (5) for and none (0) opposed to accept the Check Written Register.

4. Open Forum.

Adam Gonzales spoke on Property Tax.

Jackie Timmons spoke on Mosquito problems in Brierwood Bay, she is concerned and has a fear about West Niles Virus.

Neighbors will not clean Vegetation (Greenery).

Water standing in Neighbors yard from water leak.

Joe Ferguson spoke on Stray Dogs in Brierwood Bay.

Some Neighbors have a lot of garbage stacked up.

Upset with making people use Republic Trash Co. for picking up garbage.

Russell Keller spoke on having plastic containers for garbage was good, it will cut down on the dogs getting into trash.

5. Employee Handbook.

Under Benefits – Health Insurance – change wording to regular full time employees.

Get cover sheet signed by Mayor.

Under Discipline – Discipline Policy – change wording to Mayor and City Council determines that such action is necessary for the good of the City.

Motion was made by Council Member Donald Weaver and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to the above changes being made in the Employee Handbook.

6. Road Work.

Mayor announced that there are several streets in Coffee City with Pot Holes. We have over \$3200.00 allocation with County for Manpower and Equipment, all we have to do is buy the Pot Hole filling material, which should cost around \$300.00 to \$400.00.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the City to purchase up to \$400.00 of Pot Hole filling material.

7. Discuss Audit.

Mayor Wakeman announced that he and Council Member Phil Rutledge had an appointment with Auditor that did last Audit, some of The Citizens filed a Complaint with the State, and it forced the Audit Company to spend untold man hours and time answering the Complaint that came from the State. They do not want to do our Audit, we will have to shop around. If they did our Audit it would cost about \$24,000.00. The City had an Audit last time because it was building a Community Center and it was required. The State requires the City to have an Audit.

Mayor Pro Tem Pam Drost stated that the State Law does require the City to have an Audit every year. We can check with TML is any question on that. She realizes money is a issue, we have a CD, would really hate to break it. Recommends we shop around to get smaller, shorter price. We need to move forward to look around to find someone to do Audit.

Council Member Phil Rutledge said that we have background paperwork in order. Also the Law changed the beginning of this year, Cities can no longer have a single Audit, first you would have to have a Basic Audit done by Auditor and then a second Auditor to come in and Certify Audit.

8. Reading Septic Ordinance.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to withdraw the Septic Ordinance from discussion.

10. Discuss Brierwood Bay Compliance with Garbage Franchise Agreement.

Mayor Pro Tem Pam Drost announced that her and Council Member Weaver had a meeting with Zack Briscoe, Gene Keenan, and James Last Thursday. Council Member Donald Weaver mentioned that there was an article in the newspaper. He introduced Zack and Gene at the meeting, and thanked Republic. Council Member Weaver said that Zack offered to bring Giant Dumpsters to park in front of Brierwood Bay. Mayor Wakeman stated that City has Franchise Agreement with Company, the City has to honor Franchise Agreement. Mayor said Service is excellent and they provide Dumpsters to the City twice a year in April and again in October. Mayor Pro Tem said she would like for Residents of Brierwood Bay to get in Compliance.

11. Records Retention Officer.

Mayor Pro Tem Pam Drost named Angela Jones as Record Retention Officer. Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Darlene Jordan. The Council voted five (5) for and none (0) opposed for Angela Jones to be Records Retention Officer.

12. Swearing in Reserve Officers.

Notary Sandy Atteberry was here to Swear in Reserve Officers, Terry Tawater and, Gregory Sinkfield.

13. Swearing in Police Chief.

Notary Sandy Atteberry was here to Swear in Police Chief Donny Malone.

14. Discussion with Mayor concerning City Business Meetings.

Mayor Wakeman announced that Angela will call all Council Members to notify them of meeting.

15. Mayors Report.

Mayor Wakeman announced that he was gone this past week to attend a TML Meeting in Galveston.

Resolutions will be ready for the next Council Meeting.

16. EDC Report.

EDC Treasurer Bruce Harbert was present to give report General Account \$118,565.00, deposit of \$5,315.00 total \$123,880.00, then dispersed \$525.00 making the total \$123,355.00. Motel/Hotel Account had \$32,605.00 with \$2,377.00 deposit bringing total to \$34,982.00.

We had EDC Meeting August 15th, to get approval for mandatory EDC Meeting coming up September 20th, in Waco, the following were approved to go to meeting, Bruce Harbert, Shellena Bivens, and Ron Jeffries, they will go down and come back in one day. Also discussed new businesses at the meeting. We will have meeting in October to give report. We are in dire need of chairs and tables for Community Center. Also need to finish kitchen area they are taking bids, should have bids before we meet next month. Need Refrigerator, Stove, Walls, and Countertops.

17. Municipal Court Report.

Judge Bivens gave the report, 33 New Cases Filed, 2 Compliance Dismissals 1 after Deferred Disposition and 1 after Driving Safety Course, and 2 Dismissed after Proof of Financial Responsibility. Total Revenue \$3567.00, City keeps \$2049.00. Pioneer Collected \$154.00. I Spoke to Terri Neal today, April through August they sent 1400 Cases to Skip Trace to get addresses.

18. Police Report.

Chief Malone introduced Reserve Officers Alex Caddell and Lamont Hughes. Then gave Police Report, 2 Vehicle Accidents, 3 Calls for Service, 3 Burglaries, 3 Thefts, Call Outs 6, and Agency Assists 3.

19. Fire Report.


Chief Moore gave the report, 1 Building Fire, 5 Rubbish, Grass, and Burn Ban Fires, 9 Medical Calls, 1 Tree Obstruction, 2 Boat Calls, 1 MVA, 3 Burn Ban Violations, and 1 Public Service. Currently have 12 Senior Fire Fighters, and one new prospect at this time.

North East Texas Fireman and Fire Marshall Fall/Annual Meeting in Athens, September 28th. Henderson County Fire Chiefs Association Fall Fire School at the Athens Training Field October 26th.


Extrication Tech I and Tech II will be 15th, 16th, and 17th of November.

20. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:09 p.m.



Mayor, Ray Wakeman



City Secretary, Angela Jones

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
AUGUST 12, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday August 12, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Ruthie Seward, and Donald Weaver.

The following Council Members were absent, Darlene Jordan, and Phil Rutledge.

Mayor announced quorum is present.

3. and 4. Minutes from July 8, 2013 Council Meeting and Check Written Register for the month of July.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted three (3) for and none (0) opposed.

5. Open Forum.

The following spoke at the meeting during the Open Forum.

Monroe Minke from Lollipop.

Ron Jeffries and Adam Gonzales from Brierwood Bay.

6. Records Management/Retention Ordinance.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Pam Drost. The Council voted three (3) for and none (0) opposed to accept the Records Management/Retention Ordinance as written.

7. Resolution on Senate Bill 100.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted three (3) for and none (0) opposed to accept this corrected Resolution from previous Council actions for Senate Bill 100.

8. Henderson County Elections Administration to conduct November 5, 2013 Election.
Motion was made by Mayor Pro Tem Pam Drost and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed to let Henderson County Election Administration to conduct our November 5, 2013 Election, paying them \$5,420.25 and Hart Intercivic \$1,500.00.
9. Amend Budget for Election from \$5,000.00 to \$7,000.00.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted three (3) for and none (0) opposed to amend the Budget for Election from \$5,000.00 to \$7,000.00.
10. Interlocal Agreement with Henderson County for November Election.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted three (3) for and none (0) opposed to enter into an Interlocal Agreement with Henderson County for the November Election.
11. Order of Election.
Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed to the Order of Election for November 2013 Election.
12. Notice of Election.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed for the Notice of Election for the November 2013 Election.
13. Notification to Brierwood Bay to Switch to Allied Waste.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed to notify Brierwood Bay that they will need to switch Allied Waste for trash pick up by date if they are not already using them.
14. Interlocal Cooperation Agreement with Henderson County Sheriff's Department.
Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed to entering into a Interlocal Agreement with Henderson County Sheriffs Department.

15. Third Reading of Septic Ordinance.

Mayor Wakeman announced that we will pass the third reading of Septic Ordinance to the next meeting. Council Member Phil Rutledge has been working on the wording in this Ordinance and will present it at September Meeting.

16. Mayors Report.

Mayor Wakeman announced there was an Article in Frankston Newspaper that J. Tom did concerning the falling Revenue of Volunteer Fire Departments. Mayor Wakeman encouraged Citizens to make Donations to the Fire Department.

17. Economic Development Report.

Judge Bivens read the EDC Report for the month of July, Southside General Acct. with a starting balance of \$112,955.00, 1 disbursement of \$255.00, Sales Tax Income \$5,864.00, ending balance of \$118,564.00. Austin Bank Hotel/Motel starting balance \$30,487.00, income from Duck Inn and Lake Palestine Motor Inn \$2,117.00, ending balance \$32,604.00. EDC Quarterly Meeting will be this Thursday at 6:00.

18. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of July, 22 New Cases, 2 Compliance Dismissal, 2 Deferred Disposition, and 1 Proof of Insurance. Total Revenue \$4,204.00, City Part \$2,700.00, and almost \$1,200.00 from Pioneer.

19. Police Report.

Interim Police Chief Donny Malone gave the Police Report for the month of July, 3 Vehicle Accidents, 6 Burglaries, 2 Thefts, 9 Call Outs, and 3 Agency Assists. Total 23 Call for the month. Currently have 7 Reserves.

20. Fire Report.

Interim Police Chief Donny Malone gave the July's Fire Report for Fire Chief Moore since he was unable to be here due to another meeting he was attending. 2 Building Fires, 8 Rubbish, Grass, or Burn Ban Fires, 9 Medical Calls, 4 Tree Obstruction, 2 Boat Calls, 1 Law Enforcement Stand By, 2 MVA's, 6 Burn Ban Violations, and 2 Public Service.

EMT Class is complete. North East Texas Fireman Marshall Fall/ Annual Meeting is Athens September 28.

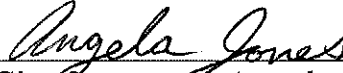
Henderson County Fire Chiefs Association Fall Fire School at the Athens Training field October 26.

21. Adjournment.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted three (3) for and none (0) opposed for the meeting to adjourn at 6:37 p.m.



Mayor, Ray Wakeman



City Secretary, Angela Jones

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
JULY 8, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday July 8, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.
Mayor Wakeman called the meeting to order at 6:00 p.m.
2. Roll Call and announce if Quorum is present.
City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Darlene Jordan, Donald Weaver, Phil Rutledge, and Ruthie Seward.
3. and 4. Minutes from June 10, 2013 Council Meeting and Check Written Register for the month of June.
Motion was made by Council Member Phil Rutledge and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to accept the Minutes from the June 10th Council Meeting as written and the Check Written Register for the month of June.
5. Open Forum.
Adam Gonzales and Lauren Savage spoke at this time.
6. Repairing Hole on Coffee Landing Rd.
Council Member Phil Rutledge said the Fire Chief volunteered to getting the work done, they will use Milling that we already have. Mayor Wakeman said no action necessary since it is not costing the City anything.
7. Second Reading of Septic Ordinance.
Mayor Wakeman read the Septic Ordinance for the second time.

8. Bank Bid/Bank Contract.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to accept the Bid from Austin Bank in Frankston. This Bid/Contract will be good for 5 years.

9. Appointing Investment Officer/Chief Financial Officer.

Motion was made by Council Member Donald Weaver to nominate Mayor Ray Wakeman as Investment Officer and Chief Financial Officer. A second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed for Mayor Wakeman to be Investment Officer and Chief Financial Officer for The City of Coffee City.

10. Propane Company.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Darlene Jordan. The Council voted to use Nelson Propane for our Propane services starting immediately. Nelson Propane offered the best Bid at \$2.25 per gallon and a billing plan of \$140.00 a month for 11 months based on our usage of 700 gallons per year.

11. Dismissal of Two Septic Cases.

Mayor stated that "basically on this the City Council is not actually dismissing those cases. The Prosecuting Attorney for our Municipal Court said its up to our Court to dismiss those cases. But she felt that the City Council should give her the authority to go ahead and dismiss them if that was the call. Our Prosecuting Attorney for the Municipal Court said these are Misdemeanors which make them Criminal Cases And that our Court really shouldn't get involved in Criminal Cases, This is from Laura Holder".

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to Dismissing Two Septic Cases from our Municipal Court.

12. Mayors Report.

Mayor Wakeman announced that the City Council authorized him to sell extra office equipment, we have an IPAD for sale. Minimum of \$200.00 is the asking price, July 15th is Bid deadline.

13. Economic Development Report.

No one gave EDC Report.

14. Municipal Court Report.

Judge Bivens gave Municipal Court Report for the month of June, 24 New Cases, 2 In Compliance Dismissed after Driving Safety Course, 1 In Compliance Dismissed after Deferred Disposition, 9 Warrants Issued, and 1 Defective Equipment. Total Revenue \$3907.00, total from Pioneer \$2300.00.

15. Police Report.

Reserve Officer Alex Caddell gave Police Report for the month of June, Calls for Service 10, Burglaries 2, Vehicle Thefts Recovered 1, Assaults 1, Call Outs 7, Agency Assist 3, Disturbance 3, and Arrest 3.

16. Fire Report.

Mayor Wakeman gave the Fire Report for the month of June, 2 Building Fires, 7 Rubbish, Grass, and Burn Ban Fires, 10 Medical Calls, 1 Tree Obstruction, 1 Boat Calls, 2 MVA's, 2 Public Service, and 1 Good Intent (Missing Person/Not Missing).

We have already had 7 Grass Fires for July. Currently have 12 Senior Fire Fighters, with one new prospect at this time.

All vehicles are running except Brush Two, Battery and Pump Carburetor Kit has been ordered.

Commissioners Court in Athens July 9th.

North East Texas Fireman and Fire Marshall Fall/Annual Meeting in Athens September 28th.

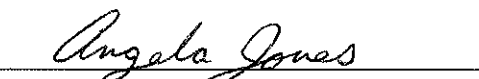
Henderson County Fire Chiefs Association Fall Fire School at the Athens Training Field October 26th.

17. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:01p.m.



Mayor, Ray Wakeman



City Secretary, Angela Jones

COFFEE CITY, CITY COUNCIL
MEETING MINUTES
JUNE 10, 2013

MMR-06102013

The Coffee City Council met for a regular scheduled meeting on Monday June 10, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:01 p.m.

2. Roll Call.

City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Darlene Jordan, Phil Rutledge, and Donald Weaver. Council Member Ruthie Seward came in at 6:03 p.m.

3. Minutes from May 13, 2013 Council Meeting.

4. Minutes from June 4, 2013 Budget/ Hearing Meeting.

5. Check Written Register for May 2013.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. Council voted four (4) for and none (0) opposed to accept the Minutes as written from May 13th Council Meeting, Minutes from June 4th Budget / Hearing Meeting, and also Check Written Register for May of 2013.

6. Open Forum.

Mr. Dressendorfer spoke on Septic problems.

Betty Savage spoke on Tree Situation.

7. Municipal Clerk Seminar.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none opposed for Angela to go to a one day Municipal Clerk Seminar in Waco Texas.

8. Bids for Bank Contract.

We will run an ad in the Frankston Citizen for three weeks, then put put back on the agenda.

9. Budget for Fiscal Year 2013 – 2014.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to accept the Budget for the Fiscal Year 2013 – 2014 as presented.

10. Judge Bivens Salary Increase.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for Judge Bivens to get a Salary Increase. The total amount that Judge Bivens will be making is \$25,000.00 a Year, this will go in effect July 1, 2013.

11. Paid Time Off for Angela.

Motion was made by Council Member Ruthie Seward and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for Angela Jones to get five (5) paid days off in lieu of salary increase.

12. First of Three Readings on Septic Ordinance.

Mayor Wakeman read the first of three readings of the Septic Ordinance.

13. Official Newspaper Ordinance #20130610-001.

Motion was made by Mayor Pro Tem Pam Drost and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to accept Ordinance # 20130610-001, stating that The Frankston Citizen will be our official newspaper for Coffee City.

14. Propane Service.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to table making a decision on which Propane Service we will use until the next Council Meeting.

15. Coffee Landing Road Tree Situation.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to table the Coffee Landing Road Tree Situation at this time.

16. Road Work on CR 4232.

Motion was made by Council Member Phil Rutledge and, a second was made by Council Member Darlene Jordan. The Council voted five (5) for and none (0) opposed for the road work to be done on on CR 4232, on the 24th, in the amount of \$1782.00.

17. PC Warehouse.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to get reconfiguration from Doug Hine.

18. Mayors Report.

Mayor Wakeman thanked everybody for their help and input on everything that we have been doing down here and, thanked everyone in the audience also.

19. EDC Report.

EDC Treasurer Bruce Harbert was here to give EDC Report for the month of May, General Account total deposits for the month \$5,538.40, expenses \$255.00, ending balance \$108,598.87. Hotel/Motel Account total deposits for the month \$1,743.34, ending balance \$28,298.31.

20. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of May, 18 New Cases Filed, 3 Compliance Dismissals one Driving Safety Course, one Expired Registration, and one Defective Equipment. Total Revenue \$4,193.00, City Part \$3,042.00, Pioneer Collection \$2,252.00.

21. Police Report.

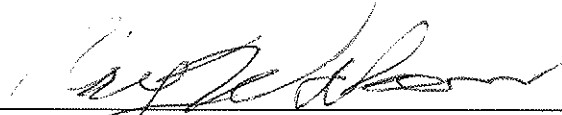
Chief Malone gave the Police Report for the month of May, 2 Vehicle Accidents, 11 Calls for Service, 4 Burglaries, 1 Theft (recovered property stolen and impounded two cars), 1 Vehicle Theft (it was recovered), Assaults 2, Call Outs 5, Agency Assist 3, Disturbances 2, 16 Calls, and 1 Arrest.

22. Fire Report.


Chief Moore gave the Fire Report for the month of May, 2 Building Fires, 1 Rubbish, grass, and burn ban fire, 10 Medical Calls, 4 Tree Obstructions, 5 Boat Calls, 1 Vehicle Fire, 2 MVA's, 2 Public Safety, 2 Weather Stand Bys. All Vehicles are running except Brush Two, Battery and, Pump Carburetor Kit ordered.

23. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Darlene Jordan. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 7:27 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALLED
BUDGET / HEARING MEETING
MINUTES
JUNE 4, 2013**

The Coffee City Council met for a Budget / Hearing Special Called Meeting on Tuesday June 4, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll call and announce if quorum is present.

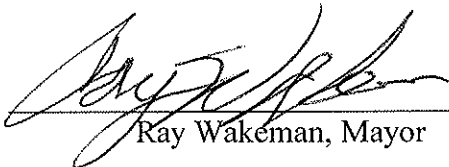
City Secretary Angela Jones called roll, the following were present. Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Donald Weaver, and Phil Rutledge. Council Member Darlene Jordan was absent. Ruthie Seward was absent at time of roll call but she came into the meeting at 6:04 p.m. Quorum was present.

3. Budget / Hearing.

At this time there was a discussion on the 2013-2014 Budget, some changes were made at this time.

4. Adjournment.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 7:05 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

MMK-05132013

COFFEE CITY, CITY COUNCIL MEETING MINUTES MAY 13, 2013

The Coffee City Council met for a regular scheduled meeting on Monday May 13, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:02 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called the roll, the following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Donald Weaver, Darlene Jordan, and Phil Rutledge. Council Member Ruthie Seward was absent.

3. and 4. Minutes from April 8, 2013 Council Meeting and Check Written Register for the month of April.

Motion was made by Mayor Pro Tem Pam Drost and a second was Made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed to accept the Minutes from the April 8th Council Meeting with the acception of one correction on #15, change last word from month to year. Also the Check Written Register was approved for the month of April.

5. Open Forum.

Pat Fowler from Brierwood Bay spoke on Ordinances in place, Dilapidated Houses /Clean Up.

Lauren Savage spoke on Crime dropping, and Ordinances Repealed.

Steve Gullekson spoke on Nuisance Properties.

Betty Savage spoke on East Texas Trash.

6. Swearing in of Reserves.

Notary Sandy Atteberry was here to officially swear in Reserve Officers Lamont Hughes, Moises Avelino, and Justin Blank.

7. Liability Insurance for Peddy's Personal Vehicle.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Ruteldge. The Council voted four (4) for and none (0) opposed to not putting Reserve Officer Peddy's Vehicle on The Cities Liability Insurance at this time.

8. Approval and Signing of Repeal Ordinances 20130408-001, and 20130408-002.

Motion was made by Mayor Pro Tem Pam Drost and a second was made by Council Member Donald Weaver. The Council voted three (3) for and one (1) Council Member Phil Rutledge abstained for the approval and signing of the following, Ordinance 20130408-001 (Repeal for Solid Waste Management Ordinance 20100712-001) and Ordinance 20130408-002 (Repeal for Chapter 42: Health and Sanitation Ordinance 20120409-002).

9. Frankston Tax Service.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed to use The Frankston Tax Service instead of Jenny Clark for Quickbooks quarterly payroll reports. They will charge \$50.00 an hour while training and \$25.00 hour to review it.

10. Norton Security – Antivirus.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Donald Weaver. The Council voted four (4) and none (0) opposed to not use the Norton Security Antivirus at this time on the City Computers. It was recommended to check into Immunotex.com and AVG for free.

11. Date for Budget Workshop / Hearing.

Motion was made by Council Member Donald Weaver and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed to have a Budget Workshop / Hearing on June 4, 2013 at 6:00 p.m.

12. PC Warehouse.

Council Member Phil Rutledge brought proposal that he had received from Doug Hine with PC Warehouse, it would be \$290.00 one time fee then \$100.00 a month. Phil wants to get some more quotes. We can use Technology Fund to pay for these charges. Videos are now being posted on the Website.

13. Mayors Report.

Mayor Wakeman asked Ken Geeslin if he had any comments. Mayor stated that The Council and Employees have worked very hard and cooperated. We have spent a lot of time cleaning up in the Supply Room and Police Offices. Things are going pretty well. Have gone through spending, Street Lights, Insurance, Municipal Court, and have made good headway with cuts.

14. EDC Report.

Treasurer Bruce Harbert was here to give EDC Report. Bruce stated that they met last month to discuss whether they would have the 4th of July Fireworks, they decided not to have the Fireworks this year. Financial Report, Southside account \$103,245.00, received Sales Tax Income of \$5165.00, total being \$108,410.00. They had two expenses, reimbursed City for Feasibility Test which was \$4995.00, and paid Michael Denninghoff \$100.00. Received Hotel/Motel Tax of \$2131.00, making ending balance \$26,554.00.

15. Municipal Court Report.

Judge Bivens gave the Municipal Court Report, 10 New Cases filed, Issued 3 Class C Warrants, 1 Compliance Dismissed from DSC, 1 after Proof of Financial Responsibility, and Cleared 2 Time Served. We took in \$2956.00. Turned over 768 old cases to Pioneer, 4 cases completely paid off. Total from Pioneer is \$1869.00.

16. Police Report.


Interim Police Chief Donny Malone gave the Police Report, 1 Alarm, 5 Assaults, 4 Burglaries, Call Outs 7, Calls for Service 22, Thefts 2, and Agency Assists 3.

17. Fire Report.

Fire Chief Chris Moore was not here to give Report. Interim Police Chief Donny Malone gave the report for Chief Moore. 27 Calls for Service, 2 Building Fires, 3 Rubbish Grass and Burn Ban Fires, 12 Medical, 4 Tree Obstructions, 4 Boat Calls, 1 Vehicle Fire, 2 MVA's, 0 Gass Leaks, 2 Public Service, and 1 Weather Stand By.

18. Adjournment.

Motion was made by Council Member Phil Rutledge, and a second was Made by Council Member Darlene Jordan. The Council voted four (4) for And none (0) opposed for the meeting to adjourn at 7:01 p.m.


Ray Wakeman, Mayor


Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
APRIL 8, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday April 8, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called roll, the following were present. Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Darlene Jordan, Ruthie Seward, Phil Rutledge, and Donald Weaver. Mayor announce quorum is present.

3.,4., and 5. March 11th Minutes.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed. To accept March 11th, Minutes as written.

March 26th Minutes.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Donald Weaver. The Council voted four (4) for and one (1) Council Member Darlene Jordan Abstained (she was absent).

March 2013 Check Written Register.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to accept the Check Written Register for the month of March.

6. Open Forum.

Sunny from Browns Landing spoke on road work on CR 4202.

Steve Gullekson spoke on Ordinances.

Adam Gonzalez spoke on selling Camaro - Transparency.

7. PC Warehouse.

Doug Hine was here to speak about Computer Situation, concerning Back-Ups, Police Chief Computer, Patrol Office Computer, etc.... Council Member Ruthie Seward would like two more bids.

They will get back to Doug concerning these matters.

8. Attorney Laura Holder.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for Attorney Laura Holder to represent City on Municipal Court Cases as our Prosecutor.

9. Road Repair.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed for Allocation for Budget of \$1000.00 for Road Repair. Commissioner Ken Geeslin stated that we can use County Dump Truck and Trustees.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to accept a Home Owners Donation from Browns Landing for \$380.00 to repair Pot Holes on HCR 4202.

10. Repealed Ordinance #20100712-001 and #20120409-002.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and one (1) Council Member Phil Rutledge Abstained (because he was on the Committee last year) from Repealing Ordinances #20100712-001 and #20120409-002.

11. Updating City Website.

Council Member Phil Rutledge and Judge Bivens showed the City Website on the TV in the Court Room, went over all changes and Updates to City Website.

12. Proceeds from Camaro.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed for the proceeds from Camaro to go to upgrading remaining Police Vehicles and to the Police Dept.

13. Turning Off Street Lights.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to turn off the Street Lights that have been marked on paperwork except for #055607 and #055651.

14. Appointing Ruthie Seward to EDC.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Darlene Jordan. The Council voted four (4) and none opposed to to Appoint Ruthie Seward to Economic Development Corporation.

15. Amending Budget for Animal Control.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to Amend the Budget for Animal Control from \$500.00 to \$900.00 a year.

16. Mayors Report.

Mayor Wakeman announced the Allied Waste Clean Up Days will be April 27th and April 28th.

17. EDC Report.

Judge Bivens gave the EDC report, total in Southside account \$103,245.88, and Hotel/Motel account total \$24,423.39.

18. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of March, 9 New Cases, 1 Dismissal after Deferred, 2 Compliance Dismissal, 1 Felony Warrant Issued, 6 Time Served Cases. Total Revenue \$5,089.00, and Pioneer Credit cleared our 1st Case of \$165.00.

19. Police Report.

Interim Police Chief Donny Malone gave the Police Report for the month of March, 5 Assaults, 5 Burglaries, 10 Call Outs, 3 Thefts, 1 Vehicle Accident, 1 Death, and 2 Agency Assists.

20. Fire Report.

No report, Chief Moore was not able to be here at this time.

21. Adjournment.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the meeting adjourn at 7:44 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALLED
BUDGET/HEARING MEETING
MINUTES
MARCH 26, 2013**

The Coffee City Council met for a Budget / Hearing Special Called Meeting on Tuesday March 26, 2013. The meeting was held at The Coffee City, City Hall.

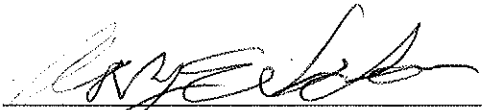
1. Call to order.
Mayor Wakeman called the meeting to order at 6:02 p.m.

2. Roll call and announce if quorum is present.
The following were present, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members, Donald Weaver, and Phil Rutledge. Council Member Darlene Jordan was absent due to she was on call. Council Member Ruthie Seward was absent she had not been released due to her surgery.
Mayor Wakeman announced quorum is present.

3. Selling Camaro Without Equipment.
Motion was made by Council Member Phil Rutledge, and a second Was made by Mayor Pro Tem Pam Drost. The Council voted three (3) for and none (0) opposed to sell the Camaro to Bacon Chevrolet for no less than \$13,300.00.
Mayor stated that Bacon Chevrolet will remove striping for \$250.00, repair Dashboard for \$250.00, and remove equipment for \$400.00 - \$600.00.

4. Budget / Hearing.
At this time there was discussion of the Budget and plugged in amounts on Coffee City Budget 2013 – 2014 Spreadsheet.

5. Adjournment.
Motion was made by Mayor Pro Tem Pam Drost, and a second Was made by Council Member Phil Rutledge. The Council voted Three (3) for and none (0) opposed for the meeting to adjourn at 7:44 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

MMK-03112013

COFFEE CITY, CITY COUNCIL MEETING MINUTES MARCH 11, 2013

The Coffee City Council met for a regular scheduled meeting on Monday March 11, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

Secretary Angela Jones called the roll, the following were present, Mayor Wakeman, Mayor Pro Tem Pam Drost, Council Members, Donald Weaver, Darlene Jordan, and Phil Rutledge. Ruthie Seward was absent due to surgery.

3. and 4.

Minutes from February 11, 2013.

Check Written Register for the month of February.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed to accept the Minutes from February 11, 2013 Council Meeting as written, and the Check Written Register for the month of February.

5. Open Forum.

No one spoke at this time.

6. Letter of Recommendation.

Economic Development Corporation President Larry Paxton read the Letter of Recommendation from George Folmar, Chairman of Police Advisory Committee, concerning Officer Donny Malone.

a. Appointing Officer Malone Full Time and Interim Chief of Police.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Darlene Jordan. The Council voted four (4) for and none (0) opposed to appoint Officer Donny Malone as Full Time Interim Police Chief of Coffee City.

b. Salary for Interim Police Chief Donny Malone.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed for Interim Police Chief Donny Malone's Salary to \$28,000.00 a year.

c. Swearing of Interim Police Chief Donny Malone.

Notary Sandy Atteberry was here to Swear Interim Police Chief Donny Malone to Oath of Office.

7. Laptop for Comp. Time.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) and none (0) opposed to let Interim Police Chief Donny Malone have Lap Top for Comp. Time.

8. a. Appoint Jim Beggerly to Economic Development Corporation.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to appoint Jim Beggerly to The City of Coffee City Economic Development Corporation.

b. Removal from Economic Development Corporation.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed to removing Mel Renfro from the Economic Development Board. Council Member Donald Weaver stated that there was a Residency Requirement for EDC, and Mel Renfro does not live in Coffee City at this time.

9. Presentation of Pioneer Collection for Outstanding Warrants.

Terri Neal was here to Present the Pioneer Collection for Outstanding Warrants.

Motion was made by Council Member Darlene Jordan, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to use Pioneer to Collect on our Outstanding Warrants.

10. Signing of Existing ReSub of Plat for Bruce Harbert, and Richard Crutcher.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed for Mayor Wakeman to sign the ReSub Plat for the dividing of one lot for Bruce Harbert and Richard Crutcher.

11. Memorandum from EDC.

Mayor Wakeman read the Memorandum of understanding from Economic Development Corporation for the City for Secretarial Services.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for the Economic Development Corporation to pay the City \$271.55 per month for Secretarial Services.

12. Eliminating some Street Lights.

Mayor Wakeman recommended eliminating 70 Street Lights. The Bill has been over \$1100.00 a month this would cut the bill to less than \$400.00 a month.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Darlene Jordan. The Council voted four (4) for and none (0) opposed to have lights turned off in Kilo Park. Table rest of Street Lights at this time.

13. Fire Department Paying for ½ of their Gasoline Bill.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for the Fire Department to pay for ½ of their Gasoline Bill. This will go in effect in May of 2013.

14. Revising Community Center Fee.

Motion was made by Council Member Donald Weaver, and a second was made Mayor Pro Tem Pam Drost. The Council voted four (4) for and none (0) opposed for the following changes to be made to Community Center Rental Agreement. Deposit \$300.00, it has to be a check. Half a day (4 hours) \$100.00 and full day (8) hours \$200.00. Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed to state that 8 hours is a full day.

15. Lillie Clayborn Presentation.

Mayor Pro Tem Pam Drost read the Framed Document that was Presented to Lillie Clayborn.

16. Appoint Ruthie Seward Records Retention Officer.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed for Council Member Ruthie Seward to be Appointed Records Retention Officer.

17. Selling Camaro Out Right without Police Equipment.

Mayor Wakeman recommended that we keep Siren, Lights, and Radio on car, sell it for \$18,000.00, minus Radar and Dash Cam. Motion was made by Council Member Donald Weaver, and a second was made by Council Member Darlene Jordan. The Council voted four (4) for and none (0) opposed to accept bid, sell Camaro for \$18,000.00 with Siren, Lights, and Radio left on car.

18. Mayor sell extra Office Equipment.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Darlene Jordan. The Council voted four (4) for and none (0) opposed for the Mayor to be able to sell Extra Office Equipment. Carl Drost has offered to put Office Equipment on E-Bay.

19. TML Insurance Coverage Changes.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to make the following changes to the TML Liability Insurance. Reduce Law Enforcement Liability to \$1 Million, and Reduce Errors and Omissions Liability per wrongful act Limit to \$1 million.

20. Mayors Report.

Mayor Wakeman stated that they are continuing to cut spending. Open to suggestions from the Citizens.

21. EDC Report.

Treasurer Bruce Harbert read EDC Financial Report. Hotel/Motel Account balance is \$23,086.69, and General Account balance is \$99,098.42.

22. Municipal Court Report.

Judge Bivens gave the Municipal Court Report for the month of February. 19 New Cases, 11 Disposed (all were Warrants), Revenue \$7,300.00, City keeps \$4,900.00.

23. Police Report.

Interim Chief Malone gave the Police Report for the month of February, 5 Alarms, 2 Vehicle Accidents, 7 Calls for Service, 4 Burglaries, 2 Assaults, and 7 Call Outs, a Total of 20 Calls.

24. Fire Report.


Chief Moore gave the February Fire Report, 29 Calls for Service, 1 House Fire, 3 Grass, 6 Trees in the Rd., 2 Public Service, 1 Weather Stand By, 12 Medical, 1 Vehicle Fire, and 2 Wrecks. Currently have 15 Fire Fighters and 1 Prospect. Emergency Management Classes March 24th through 28th. EMT Classes will be starting March 20th, on Mondays and Wednesday evenings through July, the training will be for all neighboring Fire Departments.

25. Adjourn.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 7:27 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

MMR-02112013

**COFFEE CITY, CITY COUNCIL
MEETING MINUTES
FEBRUARY 11, 2013**

The Coffee City Council met for a regular scheduled meeting on Monday February 11, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

Shellena Bivens called roll, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Darlene Jordan, Ruthie Seward, Donald Weaver, and Phil Rutledge were present.

3. January 14, 2013 Minutes.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to accept the Minutes as written for the January 14th, City Council Meeting.

4. January 23, 2013 Special Called Meeting Minutes.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted four (4) for accepting the Minutes as written for the January 23rd, Special Called Meeting Minutes, and one (1) Council Member Darlene Jordan abstained.

5. January 31, 2013 Special Called Meeting Minutes.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to accept the Minutes as written for the January 31st, Special Called Meeting Minutes.

6. January 2013 Check Written Register.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to approve the Check Written Register for the month of January.

7. Open Forum.
Lee Farris spoke of Officer Potter Contract, and concerns of Full Time Police Officer.
8. EDC Appointment.
Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to Table the EDC Appointment until next meeting.
9. Appointing and Swearing in Shellena Bivens.
Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Darlene Jordan. The Council voted five (5) for and none (0) opposed to Appoint Shellena Bivens as Municipal Court Judge/Judge of Record for Coffee City. Also Notary Sandy Atteberry was here for the Swearing in of Judge Bivens.
10. Appoint Interim Police Chief Donny Malone.
Take off agenda for a later date.
11. Appointing Civilian Committee for Police Dept.
Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to Appoint Carl Drost and George Folmar to be on The Civilian Committee for the Coffee City Police Department.
12. Presentation to Mrs. Lillie Clayborn.
Put off until next month.
13. Crown Victoria Located at Goodman Wrecker Service.
Mayor Wakeman gave the update concerning this car.
14. Consent Agenda Items.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to use Consent Item Agenda at meetings, so that multiple items can be approved at once.

15. Employee Handbook.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for and one (1) Council Member Darlene Jordan abstained from approving the Employee Handbook with Changes Discussed. Under Comp Time-add in excess of 80 hours will be lost. Page 4 change Mayor Pro Tem (Term) to Mayor. Under Hiring and Recruiting, Page 5, Prior Approval by Mayor Final Approval by Council.

16. Expenditure Policy.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to approve the Expenditure Policy as written.

17. Mayor Report.

Mayor Wakeman stated that he has been working diligently on spending. Continuing to look at everything. We have cut spending by about \$7,000.00 a month.

18. Municipal Report.

Judge Bivens gave the Municipal Report for the month of January, 12 New Cases Filed, 1 Dismissed after DSC, 8 Class C Warrants Issued. Total Revenue \$1410.00, City gets to keep about \$800.00.

19. Police Report.

Officer Malone gave the Police Report for the month of January. 2 Vehicle Accidents, 7 Calls for Service, Burglaries 2, Theft 1, 1 Assault, Call Outs 8, Agency Assist 2, Total Calls 23.

EDC Report was added at this time.

EDC Treasurer Bruce Harbert gave the EDC Report.

Bruce stated that EDC will meet tomorrow night at 6:00, here at City Hall. The January mandated forms have been filed.

EDC has two accounts General and Hotel / Motel.

General Account Beginning Balance \$78,699.00. Sales Tax Receipts for January was \$9,429.00. Southside will wave monthly service charge fee. EDC Insurance was \$1,259.00. Hotel/Motel Account \$20,482.00, received \$1,425.00, no expenditure. EDC will sponsor Spring Crappie Tournament \$1,000.00. Tomorrow EDC will meet to finalize memorandum of understanding to use Shellena Bivens as EDC Secretary.

21. Fire Report.

Chief Moore gave the Fire Report for the month of January. 2 Building Fires, 3 Rubbish, grass, and burn ban fires, 9 Medical Calls, 2 Tree Obstruction, 1 Good Intent Call, 1 Vehicle Fire, 2 MVA's, 1 Gas Leak (Odor Investigation), and 2 Public Service.

Currently have 13 Senior Fire Fighters. Requesting ISO rating by the end of the month. TDEM will be March 25th, through 28th, in San Antonio. Berryville will split the cost with Coffee City.

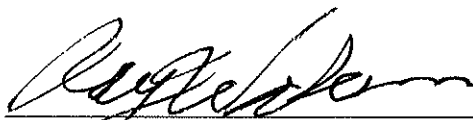
21. Executive Session.

22. Consider and act upon Executive Session.


Mayor stated that this was concerning settlement with Officer Potter to buy out his contract. Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to pay Officer Potter \$3,250.00, and 1st, 12 days of February for his regular salary, then he will no longer be an employee of Coffee City.

23. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed for the meeting to adjourn.



Ray Wakeman, Mayor



Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALLED MEETING MINUTES
JANUARY 31, 2013**

The Coffee City Council met for a Special Called Meeting on Thursday January 31, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.

Mayor Wakeman called the meeting to order at 6:00 p.m.

2. Roll Call and announce if Quorum is present.

City Secretary Angela Jones called roll, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Donald Weaver, Phil Rutledge, Ruthie Seward, and Darlene Jordan were all present.

3. Executive Session.

4. Reconvene and Act Upon Executive Session.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to offer Officer Potter \$2500.00 and his resignation. He has until Friday morning to make a decision and if he does not except he will be sent home on Comp. Time.

5. Adjournment.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed for the meeting to adjourn at 6:40 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

**COFFEE CITY, CITY COUNCIL
SPECIAL CALLED MEETING MINUTES
JANUARY 23, 2013**

The Coffee City Council met for a Special Called Meeting on Wednesday January 23, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.
Mayor Wakeman called the meeting to order at 6:00 p.m.
2. Roll Call and announce if Quorum is present.
City Secretary Angela Jones called roll, Mayor Ray Wakeman, Mayor Pro Tem Pam Drost, Council Members Donald Weaver, Ruthie Seward, and Phil Rutledge were present. Council Member Darlene Jordan had to work and was absent.
Quorum Present.
3. Council Duties.
Mayor Wakeman stated that it is important for us to understand what our duties are.
The City Council is in charge of the City. They pass the Ordinances. They approve the spending. Jointly they operate the City, individually they do not. Everyday operations fall on the Mayor. Duties are spelled out in the Local Government Code.
4. Mayor Duties.
Mayor Wakeman stated that the Mayor presides at the Meetings. Mayor prepares and is responsible for the Budget. He will start formulating Budget for 2013 – 2014.
5. Spending Policy.
Mayor Wakeman read Spending Policy. Council Member Phil Rutledge stated that we need to put in a statement that Standard Operating Expenses are not included. Request was made to take Part B out completely. Make changes and present at next Council Meeting.
6. Monthly Bills.
Mayor stated everyday operating expenses he should be able to take care of.

7. Ordinances.

Mayor Pro Tem Pam Drost requested a months notice on Ordinances. Also request was made to have a Workshop on Ordinances a week before the meeting.

8. Employee Handbook.

Change wording from Mayor Pro Tem to Mayor throughout Employee Handbook. Get corrected Handbook to all Council Members for next Council Meeting in February.

9. Executive Session.

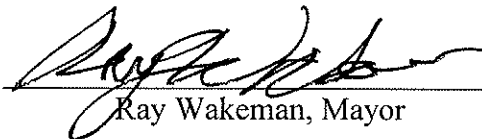
Went into Executive Session at 7:21 p.m.

Came out of Executive Session at 7:26 p.m.

Motion was made by Council Member Ruthie Seward, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed to void last check for Judge Tarrant and cut a new check for \$300.00.

10. Adjournment.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Donald Weaver. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 7:26 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary

MMK-01142013.

COFFEE CITY, CITY COUNCIL MEETING MINUTES JANUARY 14, 2013

The Coffee City Council met for a regular scheduled meeting on Monday January 14, 2013. The meeting was held at The Coffee City, City Hall.

1. Call to order.
Mayor Wakeman called the meeting to order at 6:00 p.m.
2. Roll Call and announce if Quorum is present.
City Secretary Angela Jones called roll, Mayor Wakeman, Mayor Pro Tem Pam Drost, Council Members Darlene Jordan, Donald Weaver, Phil Rutledge, and Ruthie Seward were present.
3. December 10, 2012 Minutes.
Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to accept the Minutes as written for the December 10, City Council Meeting.
4. December 17, 2012 Special Called Meeting Minutes.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted four (4) for accepting the Minutes as written for the December 17, Meeting and one (1) Council Member Darlene Jordan abstained.
5. November 2012 Check Written Register.
Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to approve the Check Written Register for the month of November.
6. December 2012 Check Written Register.
Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to approve the Check Written Register for the month of December.
7. Open Forum.
No one spoke at this time.

8. 2013 Holidays.

Motion was made by Council Member Phil Rutledge, and a second was made for Council Member Darlene Jordan. The Council voted four (4) for and one (1) Council Member Ruthie Seward opposed to accept the 2013 Holidays for the Employees of Coffee City.

9. EDC Appointments/Discharge.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to Appoint Ron Jeffries to be on the Economic Development Corporation.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to discharge Mike Aubuchon from the Economic Development Corporation.

Motion was made by Council Member Ruthie Seward and a second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to Appoint Donald Weaver to be on the Economic Development Corporation.

Motion was made by Mayor Pro Tem Pam Drost, and second was made by Council Member Phil Rutledge. The Council voted five (5) for and none (0) opposed to discharge Donna Freeman from the Economic Development Corporation.

10. Allied Waste Cleanup Days.

Mayor Wakeman announced Allied Waste Cleanup Days for Coffee City will be April 20th, through 21th, and October 19th, through 20th.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to have the dates above for the Cleanup Days for 2013.

11. 911 System Update.

911 Communication Update, you may see strange vehicles in town, taking pictures, 911 is updating their system.

12. Officer Malone.

Will discuss in Executive Session.

13. Judge Part Time.

Motion was made by Council Member Donald Weaver, and a second was made by Mayor Pro Tem Pam Drost. The Council voted four (4) for and one (1) Council Member Phil Rutledge abstained from terminating Sue Tarrant as of now from the Municipal Court Judge for Coffee City and, Appoint Shellena Bivens as Judge of Record for Coffee City.

14. City Attorney.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to terminate Kurt Noell as the City Attorney for Coffee City.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Darlene Jordan. The Council voted four (4) for and one (1) Council Member Ruthie Seward opposed to accept the Municipal Attorneys Firm Potter Minton Associates to be City Attorney for Coffee City.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed for the following authorized persons to call City Attorney's Firm Potter Minton Associates, Primary Mayor Wakeman, in absence of Mayor, Mayor Pro Tem Pam Drost, and Shellena Bivens under the direction of the Mayor or Mayor Pro Tem.

15. Southside Rd. Account.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to Close Southside Rd. Account and give the balance to Brierwood Bay P.O.A.

16. Sell Camaro.

Motion was made by Council Member Phil Rutledge, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to sell Camaro at a minimum of \$20,000.00 or best offer.

17. TML Cobra Insurance.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to sign off on paperwork for TML Cobra Insurance for Employees.

18. Payment of Monthly Bills.

Defer to Special Meeting.

19. Opening Up Wall At Entrance.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Ruthie Seward. The Council voted five (5) for and none (0) opposed to accept Alternate Remodel Plan to change the front entrance and, to try to take money out of Security Account if we can.

Mayor Wakeman stated that he had received a bid for \$575.00 for this project.

20. Direct TV.

EMS pays part of this bill.

21. Cell Phone / Computer – Tony Moore.

Motion was made by Council Member Darlene Jordan, and a second was made by Council Member Donald Weaver. The Council voted five (5) for and none (0) opposed to sell Tony Moore Cell Phone and Computer for \$250.00. If he does not want to pay this amount then return items immediately, if items not returned then Theft Charges will be filed.

22. Past Due Bills.

Motion was made by Council Member Phil Rutledge, and a second was made by Mayor Pro Tem Pam Drost. The Council voted five (5) for and none (0) opposed to Pay Bills Past due for Police Dept.

23. Mayor Report.

Mayor Wakeman stated that he was scrutinizing everything thing that we are paying. Phone Bill was \$413.00 a month, Shellena and Mayor whittled it down to \$344.00 a month. Trying to get a Representative from Phone Company to meet with Mayor to go over.

24. EDC Report.

Economic Development Treasurer Bruce Harbert was present to give Report, he will provide a report each month. EDC has two accounts, one General Account at Southside, and a Hotel/Motel Account at Austin Bank. Bruce gave the total revenue for EDC. Also he announced that EDC has no loans, and no expenses, EDC files three reports each year.

25. Municipal Report.

Judge Bivens gave the Municipal Report for December, 11 New Cases filed, 9 Arrest Warrants Issued, 7 Cases Dismissed, 3 After Driving Safety, 2 after Deferred Disposition, 1 after Proof of Insurance, and 1 after Compliance.

26. Police Report.

Officer Malone gave Police Report for the month of December, Total 60 Call Outs, 21 Calls for Service, 2 Burglaries, 6 Thefts, 5 Assaults, and 13 Call Outs.

27. Fire Report.

Chief Moore gave Fire Report for the month of December, 13 Fire Fighters, and all Vehicles are running. Photo Fund Raiser should start in February. Alderman Drost and Alderman Weaver wants to concentrate on ISO Rating, will try to have it submitted by the end of the month. Wild Land Urban Interface Classes will be March 5th, thru 6th, in Tyler. TDM Meeting 24th, thru 29th, in San Antonio. EMT School scheduled to start here in February. Form 147 will have to be signed, appointment of Emergency Management Coordinator.

Council Member Ruthie Seward refrained from Executive Session and Excused herself from the meeting at this time.

Executive Session: In Accordance with Texas Government Code, Subchapter D, Section 551.074.

a. Officer Malone

Reconvened and Act Upon Executive Session.

Motion was made by Mayor Pro Tem Pam Drost, and a second was made by Council Member Phil Rutledge. The Council voted three (3) for and one (1) Council Member Donald Weaver abstained, for Officer Malone to Work Part Time for Coffee City Police Dept.

Officer Malone Cell Phone.

Motion was made by Mayor Pro Tem Pam Drost, and a second was Made by Council Member Phil Rutledge. The Council voted four (4) For and none (0) opposed for Officer Malone to be provided with a Cell Phone provided by the City.

Mayor Wakeman announced that there will be a Special Called Meeting Wednesday, 23rd, at 6:00 p.m.

28. Adjournment.

Motion was made by Council Member Donald Weaver, and a second was made by Council Member Phil Rutledge. The Council voted four (4) for and none (0) opposed for the meeting to adjourn at 7:55 p.m.



Ray Wakeman, Mayor



Angela Jones, City Secretary