



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

CITY OF COFFEE CITY
City Council Meeting Minutes
October 10, 2022 @ 6 pm
7019 CR 4217/Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF AN SPECIAL CALLED MEETIN GOF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **MONDAY, October 10, 2022, at 6:00 PM** AT THE COFFEE CITY HALL, 7019 CR 4217, COFFEE CITY, TEXAS. FOR THE PURPOSE OF CONSIDERATION OF THE FOLLOWING AGENDA ITEMS. THE CITY COUNCIL RESERVES THE RIGHT TO MEET IN A CLOSED SESSION ON ANY AGENDA ITEM SHOULD THE NEED ARISE AND APPLICABLE PURSANT TO AUTHORIZATION BY TITLE 5, CHAPTER 551, OF THE TEXAS GOVERNMENT CODE.

Council Members

Jeff Blackstone – Mayor Pro Tem (P)

Keith Skender– Place 4 (P)

Chuck Jones – Place 1 (P)

GeoJan Hunter– Place 5 (P)

Marquis Castleberry – Place 2 (P)

1. **Call Meeting to Order: 6:00 PM**
2. **Roll Call and Announce if quorum is present:**
Roll call was done by Mary McDonald and announced a quorum was present.
3. **Opening remarks:**
Jeff Blackstone spoke on the cleanup that was held on Saturday and that dumpster were filled but not all of them. Mr. Blackstone also stated that he had met with another tree company in regards to getting a big. He stated that there was one bid left over from before that Fire Chief had brought in. Mr. Blackstone stated that he was trying to get one more company so that we could have three bids and maybe by the next meeting get a company selected so that the city could start cutting down all the dead trees along the roadways. Mr. Blackstone also wanted to remind everybody that our truck or treat was going to be on Halloween night here at the community center. Would like as many people as possible to come out and set up their cars or they want to bring a tailgating tent or just set up a place to hand out candy for the kids that night.
4. **Consider and Act upon approving items 5 & 6.**
5. **Approving City financials for September 2022.**
Mr. Blackstone asked Mary McDonald about the Office Depot expenditure for \$1,939.00. Mary explained that it was a monthly expense for office supplies whether is be for the city, police department or the court and that it also included an order for the fire department but they had already paid for their supplies. Mr. Blackstone stated that it wouldn't always be the same amount and Mary confirmed that it wouldn't always be the same each month.

GeoJan Hunter asked Mary about the Trinity Valley expenses listed of three different amounts of \$406.00, \$318.00 & \$831.00. She asked for confirmation that they were for the community center, street lights and city hall, Mary confirmed. Mr. Blackstone asked if the \$406.00 was for street lights and asked how many street lights the city had. Fire Chief, Chris Moore confirmed that there were about 52 lights. GeoJan Hunter asked if there has a big decline in sales tax revenue for the city and Mary stated that there hasn't been a big decline recently but at the beginning of the year what she believed was April and May there was a drastic change but it had gone back up. Keith Skender spoke about the city being down 5.5% for the month of September according to the Texas comptroller site and that all the surrounding cities were up in sales tax. Mr. Blackstone stated that he thought a part of that was going to be drought related here and there was going to be a couple issues with the drought and not going to have as many boats coming in and out. Also stated that with Midway store down the road, a lot of people go to Berryville instead of Coffee City. GeoJan Hunter made a motion to approve item 5 City financials for September 2022. Marquis Castleberry seconds the motion. Motion carries.

6. Approving meeting minutes for September 12, 2022 Regular meeting & September 27, 2022 Special called meeting.

GeoJan Hunter request that on the September 12th meeting that a record of item #15 of the public reading of the resolution, that a resolution actually be included with the minutes when filed and placed on the city website. GeoJan Hunter made a motion to approve the meeting minutes for September 12, 2022 regular meeting and the September 27, 2022 special called meeting. Keith Skender second the motion. Motion carries.

7. Consider and Act upon approving the Agreement for Certificated Service Area in PUC with Aqua.

Mr. Blackstone stated that he had reached out to Monarch and received confirmation that the area does not conflict with their watery at all and they were good to go ahead and agree to the agreement. Marquis Castleberry made a motion to approve the agreement for certificate of service area with PUC with Aqua. Keith Skender second the motion. Motion carries.

8. Consider and Act upon implementing a burn ban for Coffee City.

Mr. Blackstone stated that there have been many fires lately and that Henderson County is behind on getting there but he believed they would possibly be going to do it tomorrow but that the city should have done this last meeting and if he had known he could have done this he would have done it before. Mr. Blackstone stated the he thought they should go a head and enact the city's burn band and then take it off whenever Henderson County takes theirs off after we get more rain. Mr. Skender asked for input from the Fire Chief and if it would help them out. Fire Chief stated that hopefully it would. Fire Chief also stated that he would get signs put out in the next few days. GeoJan Hunter made a motion to consider and act upon implementing a burn ban for specifically Coffee City. Chuck Jones seconds the motion. Motion carries.

9. Fire Dept. Report:

Chris More gave the fire report and explained the 21 total calls for service. Also stated that the radios were programed and everyone's was working. Fire Department helped with traffic for Square Fest but didn't make the parade but were able to have a truck in the PowWow.

10. Police Dept. Report:

Chief Portillo gave the Police department report. They had 1,134 calls for service, 531 citations and 523 warnings and several felony arrests. Three disturbance calls which he stated were not at the hotel and this was the first month since he's been here that they have not been called to the hotel. Eight arrest that were not felony, one suicide attempt. He also stated that they received calls about suspicious vehicles and that the department will be focusing on FM 315 and FM 3506. Five ordinance violations went out again to try and get the residents to clean up their area.

11. Municipal Court Report:

Mary McDonald gave the fines collected report for the court and stated a total of seven warrants were

cleared for the month of September.

12. EDC Report:

Mr. McBride gave the EDC report. Mr. McBride stated that they accepted the resignation of Mr. Blackstone. Discussion on their project for the purchase of the property at the corner or highsway and 3506. He also stated that they had signed on with a firm out of Grand Prairie, Tx as their legal counsel. He also stated that they discussed the project that will be presented to council of asking for preliminary approval to begin researching potentiality of the purchase of the property located at hwy 155 and FM 3506. He stated the Vicki will be posting the Christmas bazaar in November.

13. Public Hearing- Reading #2 of the resolution regarding property purchase by Coffee City EDC.

Mayor Pro-Tem Jeff Blackstone did the second reading of the resolution regarding property purchase by Coffee City EDC.

14. Consider and Act upon the Preliminary approval for the project to consider the purchase of property at 7900 State Highway 155, Coffee City, Texas, at the corner of Highway 155 and FM 3506 by the Coffee City EDC. Said property contains 5.26 acres for the retail price of \$500,000.

Mr. Castleberry asked if they approved the investigation of it and if it would be the price of the property. Mr. McBride confirmed it would be. Mr. McBride stated that all they were doing tonight was giving them approval to start the process. Marquis Castleberry made a motion to approve the preliminary approval for the project to consider the purchase and property at 7900 State Highway 155, Coffee City, Tx. Keith Skender second the motion. GeoJan Hunter obtained. Motion carries.

15. Consider and Act upon revising Personal Time Off for City Employees from 5 days a year to 10 days.

Mr. Blackstone state that it was discussed to change the employees PTO to 10 days instead of 5. Starting in 5-day increments. Being they would get 5 days at the date of hire and then 6 months later, receive their other five days. Then it will start over at their date of hire and they would be allowed to carry over a maximum of 5 days. GeoJan Hunter made a motion to revise the personal time off for city employees from 5 days to 10 days. Chuck Jones seconds the motion. Motion carries.

16. Consider and Act upon revising the Holiday Schedule for City Employees. Currently have 13 scheduled holidays. Changes will include removing the following holidays. Proposed 2022-2023 Holiday Schedule included.

- a. Presidents Day
- b. Columbus Day
- c. Veterans Day

Mr. Blackstone stated that most businesses are staying open on these holidays and those that do close and if someone that worked needed to handle their citation, they could. Mr. Castleberry stated that he knew they had discussed this but after thinking about it if they were looking at Independence day and Memorial Day as being related to Veterans Day and they may need to consider not to disregard Veterans Day simply because of the importance of veterans and what they do for the country and might have an issue not perse with anybody here but overall issue with not looking at veterans and the sacrifice that they do for our country and defending our rights and our democracy. Mr. Skender stated they were trying to come down to an even number of 10 days making a total of 20 days off throughout the year. Mr. Blackstone stated he did not feel it was disrespecting veterans in any way and majority of businesses work on veterans' day. Mrs. Hunter stated that removing veterans day was not intended as slight to any veteran and certainly not because we do have Memorial Day that is celebrated for that purpose and that she was good with whatever council is. Mr. Blackstone suggested that they table this item because it sounds like they have a little bit of a disagreement. Mr. Castleberry stated that there was no need to table it. Mrs. Hunter suggested that they go ahead and approve removing Presidents day and Columbus Day and leave Veterans day on for now. Mr. Skender stated that he also would like to keep Veterans Day as a holiday for the City making a total of

11 paid holidays. GeoJan Hunter made a motion to consider and act upon revising the holiday schedule for the city employees to currently at 13 days to reduce those by removing president's day and Columbus Day down to 11 paid holidays for the 2022-2023 holiday schedule and Veterans' Day will remain on the calendar which will give 11 holidays. Keith Skender second the motion. Motion carries.

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

Jeff Blackstone called executive session at 6:54 PM.

18. Reconvene from Executive Session: (state time and any action taken).

Reconvene from executive session at 8:37 P.M. Discussion on the complaints that were given by Mrs. Seward. Mr. Blackstone stated that they all did their own independent investigation and discussed their finding with Chief. Also stated that Chief did his own investigation and discussed his findings with council. Chief Portillo will talk to his officers about issues that he felt that could have been done better and going forward he would compose a letter to Mrs. Seward discussing what they found in their investigation and go from there.


19. Adjournment:

Chuck Jones made a motion to adjourn the meeting. Marquis Castleberry second the motion. Motion carries. Meeting adjourned at 8:38 P.M.


The City Council of the City of Coffee City reserves the right to adjourn into Executive Session at any time during the course of this meeting to discuss any matters listed on the agenda, as authorized by the Texas Government Code, including, but not limited to, Section 551.071 (Deliberation about Gifts and Donations), 551.074 (Personnel Matters), 551.076 (Deliberations about Security Devices), 551.087 (Economic Development), 418.175-183 (Deliberations about Homeland Security Issues) and as authorized by the Texas Tax Cod, including, but not limited to, Section 321.3022 (Sales Tax Information).

CERTIFICATION

I CERTIFY THAT A COPY OF THE MONDAY, OCTOBER 10, 2022, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND THE CITY WEBSITE ON FRIDAY, OCTOBER 7, 2022 BY 5:00 PM.



JEFF BLACKSTONE
MAYOR PRO-TEM



CITY SECRETARY
MARY MCDONALD