



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

**CITY OF COFFEE CITY**  
**City Council Special Called Meeting Minutes**  
**November 21, 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, November 21, 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:**

*Mayor Pro-Tem Jeff Blackstone called the meeting to order at 6:04 P.M.*

**2. Roll Call and Announce if quorum is present:**

*Roll Call was performed by Mary McDonald. Quorum was present.*

**3. Opening remarks:**

*Mr. Blackstone thanked the newly elected members for coming out and stated that he was looking forward to getting to know the two of them and working with them. He asked that they introduce themselves and tell them a little about them. Carrie Ousley introduced herself then Ruthie Seward introduced herself.*

**4. Consider and Act Upon canvassing and approving the results of the November 8, 2022 election.**

*Mr. Blackstone read the official results from the November 8, 2022 general elections and council discussed the city's population. GeoJan Hunter made a motion to accept the results of the November 8, 2022 election. Chuck Jones second the motion. Motion carries.*

**5. Consider and Act upon approving the resolution outlining the governance, procedures and policies of the impound program/asset forfeiture account.**

*GeoJan Hunter explained the resolution and that there was a statement that needed to be added which is linking the ordinance with the police department's policy. Mr. Blackstone stated he thinks the policy should be incorporated into the ordinance. GeoJan Hunter made a motion to approve what is actually an ordinance and there was a correction on number 5 and asked if everyone was in agreement on the change. All agreed. GeoJan mad a motion to approve the ordinance outlining the governance and procedures and policies of the impound program and asset forfeiture based on the referenced changes as they were given,*

and further acceptance and review by the city attorney. Marquis Castleberry second the motion. Motion carries.

**6. Consider and Act upon approving the resolution outlining the governance, polices and procedure for applying for Departmental Grants.**

Council discussed the resolution and the reasoning for it. Marquis Castleberry made a motion to approve the resolution outlining the government's policies and procedure for applying for departmental grants. Keith Skender second the motion. Motion carries.

**7. Consider and Act upon approving plat revisions as submitted by the two lot owners on Pine St.**

Mr. Blackstone announced there wasn't just two lots and actually three, lots 16, 17 and 18. Mrs. Hunter asked if everyone was okay with the change for number seven, everyone agreed. Keith Skender made a motion to approve the plat revisions as submitted by the three lot owners on Pine Street with lots being 16, 17 and 18 to move the easement out. Marquis Castleberry second the motion. Motion carries.

**8. Consider and Act upon removing GeoJan Hunter from all City Bank accounts and safety deposit box signature cards.**

Chuck Jones made a motion to remove GeoJan Hunter from all City Bank accounts and safety deposit box signature cards. Keith Skender second the motion. Motion carries.

**9. Consider and Act upon adding Keith Skender on all City Bank accounts and safety deposit box signature cards.**

Keith Skender asked if this would be just for a backup and Mr. Blackstone confirmed that it would be just backup if he or Mr. Castleberry couldn't sign. GeoJan Hunter made a motion to add Keith Skender to all City Bank accounts and safety deposit box signature cards. Marquis Castleberry second the motion. Motion carries.

**10. Adjournment:**

Marquis Castleberry made a motion to adjourn the meeting. GeoJan Hunter second the motion. Motion carries. Meeting adjourned at 6:47 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, NOVEMBER 14, 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, NOVEMBER 18, 2022 BY 5:00 PM.



**JEFF BLACKSTONE**  
**MAYOR PRO-TEM**



**CITY SECRETARY**  
**MARY MCDONALD**