



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
November 17, 2025 @ 6 pm
7019 Pleasant Ridge Rd
Coffee City, TX 75763

NOTICE IS HEREBY GIVEN OF COUNCIL MEETING OF THE CITY COUNCIL OF COFFEE CITY. TO BE HELD ON **Monday, November 17, 2025, at 6:00 PM AT THE COFFEE CITY, CITY HALL, 7019 PLEASANT RIDGE RD, 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

Marquis Castleberry – Mayor (P)
Ruthie Seward - Place 1 (P)
VACANT – Place 2

Carrie Ousley - Place 3 (P)
Kevin Haughey - Place 4 (P)
Ollie Harmon - Place 5 (P)

1. Call Meeting to Order:

Mayor, Marquis Castleberry called the meeting to order at 6:02 PM.

2. Roll Call and Announce if quorum is present:

Mary McDonald announced roll call and a quorum was present.

3. Opening remarks:

Mr. Castleberry thanked everyone for attending the meeting.

4. Consider and Act upon approving items 5 & 6.

Ruthie Seward made a motion to approve the October 2025 city financials and the October 14, 2025 meeting minutes. Carrie Ousley seconds the motion. Motion carries.

5. Approving City financials for October 2025.

Carrie Ousley asked if the accounting and audit amount was the total cost and Mary stated that it was only the first installment for the audit we are in the process of.

Ruthie Seward asked if we still were not receiving the income from the church and Mary stated that they were not and it will be something that they discuss in the December meeting.

6. Approving meeting minutes for the October 14, 2025 council meeting.

7. Consider and Act upon approving one of the three bids for tree work to be done on Pleasant Ridge Road., Stevenson Road and Coffee Landing Road.

Mr. Castleberry stated that he met with the third company on Saturday to discuss what needed to be done but he had not sent in his estimate so they would just review the two that were submitted and decide on one of them.

Mrs. Seward discussed the areas on Coffee Landing Road that needed to be addressed.

Kevin Haughey made a motion to accept the bid from Merritt's Tree Service. Ruthie Seward seconds the motion. Motion carries.

8. Discussion: The Fire Department joining ESD #6 and required steps.

Mr. Castleberry stated that this would be a discussion of the fire department joining ESD #6 which is West Side and that Mr. Dennis was present to answer questions regarding this and steps needed.

Mr. Dennis introduced himself. He stated that he had been discussion this change with Chief Bill Johnston for some time and had previously discussed this with former Chief Moore but was not able to move forward with it.

Mr. Dennis stated that the decision comes down to money and the little support rural fire department are receiving from Henderson County. He stated that this would have to be placed on the ballot during election for voting due a tax increase needed. He discussed the possibility of an interlocal agreement with ESD #6 prior to joining and the need for at least 50 signatures. He stated that joining and ESD would open up more funding for the department and the chance to be able to provide efficient service to the area.

Mr. Dennis and the council discussed holding a town hall meeting to give the citizens in the area that this would affect a chance to understand the process and need to make this change.

9. EDC Report:

Vicki Castleberry gave the EDC report. Mrs. Castleberry stated that the board discussed the fundraiser for the fire department and they would be holding a fish fry on January 10th in the community center. She stated that they would be selling tickets for dinner plates starting in December and also asked that the board, council members and fire department members donate supplies for the event to lower the expense but still bring in funds for the fire department.

She stated that they discussed the cost of equipment for the property on FM 3506 and they were under budget so they were going to get bids for someone that could come and set up the tables properly.

She stated that the EDC would be holding a Christmas party again this year for the council members, staff and the fire department on December 13th at 6:30 and would be doing a white elephant gift exchange again.

10. Fire Department Report:

Assistant Chief, Lisa Cavender gave the fire report. She reported that there was a total of 18 calls for service and discussed the nature of each call.

11. Municipal Court Report:

Mary McDonald gave the court report. She stated that a total of \$589.30 was collected in the month of October, \$81.88 would be remitted back to the state and \$490.87 would go to the general fund.

12. Open Forum:

- Open Forum is limited to items currently on the agenda.
- Speakers must sign in 5 minutes before the beginning of the meeting.
- Speakers will be given 3 minutes to speak.

Any person that is unable to attend and wishes to submit questions to the council can e-mail the questions to the City Secretary at citysecretary@cityofcoffeecity.com

Mary Fields signed up for Open Forum. When Mayor Castleberry called for her to speak, she stated that the council already discussed her concerns and it pertained to tree work on Coffee Landing Road and she understands that the city will be getting the work taken care of.

13. Adjournment:

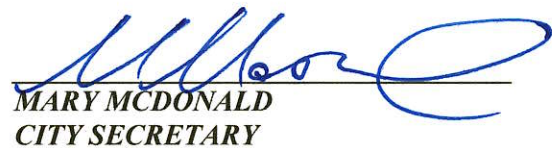
Ruthie Seward made a motion to adjourn the meeting. Ollie Harmon seconds the motion. Motion carries. Meeting adjourned at 7:28 PM.

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 17, 2025, CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND CITY WEBSITE ON FRIDAY, NOVEMBER 14, 2025 BY 5:00 PM.


MARQUIS CASTLEBERRY
MAYOR


MARY MCDONALD
CITY SECRETARY