



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
April 13, 2026 @ 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, April 13, 2026, 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 coming out to the meeting. He stated that he received a phone call from Josh Merritt regarding concerns of a few dead trees on Pleasant Ridge Road and Coffee Landing Road.

He next stated that the spring clean-up was hold over the weekend and all the dumpster were fill but there was an issue with items being left in the parking lot and tires being left. He stated that signs were put up but the they may need to look into doing something different to keep it from happening.

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

5. Approving City financials for March 2026.

Mr. Haughey asked Mary about the liability insurance payment and if it was for the year. Mary stated that it was not for a year but for six months. Mr. Haughey asked if it would be possible to pay monthly instead of a large sum at once. Mary stated she would ask and that payment are typically quarterly payments but the last statement never arrived in the mail so this payment was for six months.

Mrs. Ousley asked about the changes that was discussed with TML and Mary stated that those changes were already in effect.

Mr. Haughey asked if the city was carrying any liability for the fire department and Mary stated there was some coverage for the department and she would send the information over to him.

Mrs. Ousley asked about the community center income and if that included the church payment and Mary stated that it did not. She stated that the council would see the church deposit and rental fee on the April financials.

Ruthie Seward made a motion to approve the March 2026 financials and the meeting minutes for the March 9, 2026 meeting. Carrie Ousley seconds the motion. Motion carries.

6. Approving meeting minutes for the March 9, 2026.

7. Consider and Act upon approving the Interlocal Agreement with Henderson County, Road & Bridge Precinct 4.

Mr. Castleberry stated that the council had a copy of the agreement in front of them to review.

Mrs. Seward stated that what she understood on a section was that the county would not be responsible for anything that goes wrong to a road they have worked on. Mr. Castleberry stated that he believed it was meaning that if it's a road the county had worked on and someone else dug a hole in the road and an individual was hurt, then it wouldn't be on the county.

Mr. Haughey stated that there was the indemnity clause on page three he had questions about.

Kevin Haughey made a motion to table the item until they speak with the commissioner and have a better understanding of the agreement. Ollie Harmond seconds the motion. Motion carries.

8. Consider and Act upon approving the Extension Agreement with Republic Services.

Mr. Castleberry stated there was a representative from Republic that was present.

Gene Keenon stood and introduced himself. He stated that the council had to extension agreement in front of them and that every three years the council has to decided if they want to continue services with Republic or to cancel them.

Ruthie Seward made a motion to approve the extension agreement with Republic Services. Carrie Ousley seconds the motion. Motion carries.

9. Consider and Act upon amending the 2025 – 2026 City Budget.

Mr. Castleberry asked Mary if she wanted to speak on the item.

Mary asked the council if they had any questions regarding the suggested amendments and that she had made two changes since it was emailed to the council. She stated that she made changes to the EDC service agreement due to their board paying an additional \$100.00 a month. She also mentions changing the total for the Austin Bank Loan for the new tanker.

Ruthie Seward made a motion to approve the amendments to 2025-2026 city budget. Carrie Ousley seconds the motion. Motion carries.

10. Consider and Act upon moving forward with the sale of city vehicles.

Mr. Haughey asked if this was for the vehicles parked behind city hall and the mayor confirmed that it was. Mr. Castleberry asked Mary what company would be used and Mary stated that she had spoken with a representative with Gov Deals which is an online auction site that was recommended to use.

Mr. Castleberry asked if it needed to be posted in advance and Mary stated it would need to be posted on the website and newspaper prior to the city selling any of the vehicles.

Mr. Haughey asked if they would be selling the boat and other fire truck as well through the site and mayor stated that was something they would need to get with the fire department on.

Mary stated that this step was just to get the approval to move forward and start the process of getting them sold.

Carrie Ousley made a motion to approve moving forward with the sale of city vehicles. Kevin Haughey seconds the motion. Motion carries.

11. Discussion, Consider and Act upon expanding the fire department.

Mr. Castleberry stated that they were looking into expanding the fire department but was brought to their attention it was going to take a little more effort that previously thought. He stated there were two bids for them to look at.

Mr. Haughey spoke stating that he spoke with Michael Hill on Saturday when he was there with the overhead door guy. He stated that after they took measurements, they determined that if they moved the front bay forward and the way the roof pitches down, there would not have enough clearance to put the garage door back and keep the same opening height. He stated that if they did this there will need to be

roof line changes which is not only the metal on the outside but changes to the red iron inside that is supporting the roof.

Mr. Castleberry stated that they suggested going from the inside and knocking down the internal wall at the chief's office and take it back two to three feet.

Mrs. Ousley asked how much that would cost and Mr. Haughey stated that it would be fairly cheap because it would be something that could be done by the fire department.

Mrs. Seward asked if it would be about \$20,000 to extend out and Mr. Haughey stated it would likely be \$25,000 or more. Mrs. Seward then asked for the amount of funds the fire department had in their account and Mr. Castleberry stated that would be something the fire department had to let them know because the council is unaware of what they have available.

Mrs. Seward asked Mary about the fire department bank statements and she informed Mrs. Seward that that they were in the fire department office and that she did not have access to those as she does not manage their bookkeeping.

Mr. Castleberry stated that his suggestion was not to extend out at all and consider going from the inside and checking with the fire department to see if they could handle that themselves.

Kenneth Hughes, member of the fire department spoke. He stated that it was he and his father that had already tore down some of the existing wall so that the tanker could fit.

Mr. Castleberry asked Mr. Hughes if he thought it would be feasible to expand from the inside and Mr. Hughes stated that it would work. He said he would suggest up to eight feet but that would take away from the seating area in order to keep the secured storage that is needed.

Mr. Castleberry asked if the chief's office was required to be within the fire department or if it could be in the main area and Mr. Hughes stated that it could be and if there was another office inside city hall the chief could use to keep that secured storage, they would be able to remove the entire office and make more space. Mr. Castleberry stated that there were two offices in city hall that belonged to the police department and they could use one of them. Mary spoke and stated the police chief's office could not be used due to secure items still inside but the patrol room could be used after some of the police items are removed and placed in the locked chief's office.

Mrs. Seward asked what the cost would be to remove the chief's office completely and Mr. Hughes stated it would be the cost of renting a dumpster to put the materials in. Mr. Keenon with Republic Services spoke and stated he would be able to have a dumpster donated for this purpose.

Ruthie Seward made a motion to approve expanding the fire department from the inside, not the outside and remove the walls to Chief Johnston's current office. Carrie Ousley seconds the motion. Motion carries.

12. Consider and Act upon approving the reimbursement of building material purchased by Bill Johnston.

Mr. Castleberry stated that the council needed to decide if they should reimburse Mr. Johnston, check to see if the materials could be used or returned.

Mrs. Ousley asked how much was spent on the materials and Mr. Haughey stated it was about \$1,700.

Mrs. Seward stated that when someone is purchasing materials and wanting the city to reimburse, they need to come to council first to have it approved instead of just purchasing items.

Mr. Castleberry stated they needed to see if the items could be returned and if not, then the council would again consider reimbursing.

Kevin Haughey made a motion to request that Mr. Johnston return the items and if he could not then council would consider reimbursement. Carrie Ousley seconds the motion. Ruthie Seward voted No. Motion carries.

13. Consider and Act upon the purchase of "no littering" signs.

Mr. Castleberry stated that it was suggested that the city consider placing no littering signs up on various streets due to the amount of trash being left behind along with possibly needing to replace a few street signs. He stated there was cost estimate in their packets from Pathmark Traffic.

Mrs. Seward asked Mary if she contacted any other company on costs and Mary stated that she did not and that she just checked city records and the city had only ever purchased street signs from Pathmark Traffic.

Mrs. Seward made a motion to table the item and collect two additional bids. Ollie Harmon seconds the motion. Motion carries.

14. EDC Report:

Vicki Castleberry gave the EDC report. She stated during their March meeting: they approved funding three months of the interest payments for the fire department's new tanker.

Mrs. Castleberry stated that the board decided to hold off on moving forward with purchasing items for the park due to helping the fire department and because it was brought to their attention that they will likely hold a public hearing and allow 60 days for the public to petition against the plan if they choose to. She stated that they would be working on the budget for next year and hoping to get with the fire department on their budget so they can an idea of what they may need from the EDC. The final discussion was that the EDC was looking for new board members to join.

15. Fire Department Report:

Walter Kern gave the Fire Department Report. He discussed the 19 calls for service for the month of March and the nature of each call.

16. Municipal Court Report:

Mary McDonald gave the municipal court report. She reported a total of \$1,076.27 was collected for the month of March. \$87.03 would be remitted back to the state and \$932.05 would transfer to the General Fund.

17. 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

18. Adjournment:

Ruthie Seward made a motion to adjourn the meeting. Carrie Ousley seconds the motion. Motion carries. Meeting adjourned at 7:32 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, APRIL 13, 2026. CITY COUNCIL MEETING AGENDA BY THE COFFEE CITY, CITY COUNCIL WAS POSTED AT THE CITY HALL PUBLIC NOTICE BOARD AND CITY WEBSITE ON FRIDAY, APRIL 10, 2026 BY 5:00 PM.


MARQUIS CASTLEBERRY
MAYOR


MARY MCDONALD
CITY SECRETARY