



# TOWN OF COEBURN

*"The Home of Friendly People"*

Jimmy F. Williams Jr, *Town Manager*  
Cathy Sharpe, *Clerk/Treasurer*  
Scott Brooks, *Chief of Police*

## **Coeburn Town Council**

**Workshop Council Meeting**  
**Monday, February 27, 2023**  
**6:30pm**

### **Town Council**

Deventae Mooney, *Mayor*  
Sharon Still, *Vice Mayor*  
Jeffrey G. Kiser  
Carles Collins  
Joe Still

- I. **Call to Order**
- II. **Roll Call**
- III. **Invocation**
- IV. **Pledge of Allegiance**
- V. **Public Expression**
  - a) Any citizen, taxpayer, or interested person is welcomed to come forth and state his or her views concerning the Town. (*Please state: your name; physical address; whether you live in town or out-of-town, and if you are served by the town, or if you are a business owner in town. Please limit your comments and/or questions to 5 minutes*).
- VI. **Approval of Agenda (amendment by majority vote)**
- VII. **Reports**
  - a. **Fire Department – Cliff Hawkins, Chief**
  - b. **Police Department – Scott Brooks, Chief**
  - c. **Water Plant – Brian Markham**
  - d. **Town Manager Report – Jimmy F. Williams Jr, *Town Manager***
    - i. **Public Works – Jeff Livingston**
    - ii. **The Lane Group- Chris Mullins, *Project Manager***
  - e. **Treasurer/Clerk – Kathy Sharpe, *Treasurer***
  - f. **Attorney Report – Will Sturgill**

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**VIII. New Business**

- a. Purchase of a Service Truck for Public Works
- b. Purchase a Heat Pump for Lay's Building
- c.

**IX. Old Business**

- a.
- b.

**X. Closed Session in accordance with Virginia Code §2.2-3711(A.\_\_\_\_)**

- a. Certification of Closed Session
- b. Roll call vote

**XI. Reconvene open meeting**

**XII. Council Actions from Closed Session**

**XIII. Council Comments and Concerns**

**XIV. Adjournment**

Workshop Council Meeting  
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6:30pm

403 Second St. N.E. • P.O. Box 370 • Coeburn, Virginia 24230  
Phone (276) 395-3323 • Fax (276) 395-3648



## Treasurer's Report

### Workshop Meeting 2-27-2023

**Total Accounts Payable Due: \$20,919.90**

**Interim Accounts Payable: \$364,723.31**

#### Minutes

February 13, 2023 Regular Meeting Minutes will be distributed with March 13, 2023 council packets.

#### Cash Report

Posted Cash Balance as of 2/24/2023 **\$306,109.69\*\***

Accounts Payable Due: - \$20,919.90

Outstanding Checks: - \$82,825.86

Total Cash Availability: **\$202,363.93**

#### Bank Account Balances

American Recovery: \$1,105,524.05 (\$957,109.00 was the beginning balance on this account. Another \$957,109.00 was deposited 7/22/2022) Most recent expenditures: External Defibrillators & UTV Parts \*\*See Attachment\*\*.

UT Escrow: \$134,120.26

Police Dept. Restitution: \$1,372.53

Police Dept. Special Events: \$713.73

Redi Access: \$81,407.78

Ringley Expansion Project: \$3,774.27 (Swings \$2,997.00) (Merry Go Round and Teeter Totter \$23,052.00)

Special Events: \$290.41

VRA Reserve Fund: \$51,114.15 (\$6,900.00 was deposited into the account which was required by VRA for the Water System Improvement Project...another \$21,995.04 was deposited which was reimbursed for interest the town paid Powell Valley National Bank).

## American Recovery Account

Deposits and Interest		
Date		Amount
7/16/2021	Deposit	\$ 949,458.00
8/11/2021	Deposit	\$ 7,651.00
9/30/2021	Interest	\$ 201.37
12/31/2021	Interest	\$ 231.92
3/31/2022	Interest	\$ 220.61
6/30/2022	Interest	\$ 210.43
7/22/2022	Deposit	\$ 957,109.00
9/30/2022	Interest	\$ 349.72
12/31/2022	Interest	\$ 358.79
2/10/2023	Transferred From Combined (WSIP Reimbursed)	\$ 10,000.00
	<b>Total</b>	<b>\$ 1,925,790.84</b>

Expenditures		
10/22/2021	Premium Pay	\$ 26,250.00
10/22/2021	Pool Chairs	\$ 1,942.65
11/17/2021	Marquee Sign	\$ 23,876.74
11/29/2022	Premium Pay - Police Department	\$ 10,500.00
3/21/2022	Water Treatment Plant - Computers	\$ 2,380.00
4/29/2022	Delinquent Accounts	\$ 6,030.64
5/27/2022	Water Treatment Plant - Jetter & Flocculator	\$ 40,460.00
5/27/2022	Concrete Planters	\$ 10,155.00
5/11/2022	Utility Penalty & Interest	\$ 35,898.73
6/15/2022	Building & Grounds Trailer	\$ 4,845.00
6/24/2022	Penalty & Interest Missed for Covid Relief	\$ 397.60
6/24/2022	Water Treatment Plant Filter Change	\$ 7,482.67
6/24/2022	Pool & Office Items	\$ 8,449.06
7/12/2022	Town Signs	\$ 4,320.60
7/12/2022	Water Treatment Plant Pump	\$ 936.79
7/12/2022	Water Treatment Plant - Flocculator Installation	\$ 3,986.80
7/12/2022	Sewer Repairs & Materials	\$ 9,765.88
7/12/2022	Christmas Decorations	\$ 4,911.71
7/14/2022	Sewer Repairs & Materials	\$ 56,929.91
8/4/2022	T & B Contractors Inc (Charcoal Filters)	\$ 20,814.13
8/18/2022	VFD Box Installed to Flocculator	\$ 3,031.57
8/26/2022	Ford F550 Dump Truck	\$ 78,495.30
9/1/2022	T & B Contractors Inc (Filter Media Project)	\$ 51,203.20
9/15/2022	T & B Contractors Inc (8" flanged gate valve install)	\$ 1,994.00
9/21/2022	Salt Spreader	\$ 11,133.00
9/29/2022	Town Signs (Second Payment)	\$ 4,320.60
9/29/2022	T & B Contractors Inc (Pipe Gallery Upgrades)	\$ 6,437.00
10/13/2022	Hopper Spreader	\$ 7,971.57
11/15/2022	Town Signs	\$ 9,207.21

11/15/2022	Computers	\$	14,948.90
11/15/2022	Sewer Repairs & Materials	\$	17,740.00
11/23/2022	Sewer Repairs & Materials	\$	11,066.95
11/28/2022	2022 Can-Am Defender Pro DPS HD10 Snow Plow Etc.	\$	22,749.90
12/8/2022	Fire Hydrant	\$	2,500.00
12/12/2022	Fountain Enclosure	\$	15,492.00
12/20/2022	Signs and Cones	\$	8,659.10
12/28/2022	Garbage Truck	\$	209,900.00
1/19/2023	Magic Box	\$	3,100.00
1/19/2023	Propane Heater	\$	1,771.01
1/25/2023	Lenowisco - WSIP - Payroll	\$	10,000.00
2/2/2023	Flatwoods Pump Station	\$	3,597.20
2/2/2023	Meters & Supplies	\$	13,987.50
2/16/2023	External Defibrillators	\$	29,994.00
2/16/2002	UTV Parts	\$	632.87
	<b>Total</b>	<b>\$</b>	<b>820,266.79</b>

Account Balance \$ 1,105,524.05

# Accounts Payable Due

Vendor Name	Doc Desc	Doc Date	Due Date	Amount
Boggs Municipal Services	Water Dept. - Hydraulic Pump - ARPA	1/31/2023	3/2/2023	\$18,141.00
Boggs Municipal Services	Water Dept. - Hydraulic Pump Install - ARPA	2/6/2023	3/2/2023	\$683.50
Comcast Cable	Monthly	2/19/2023	3/2/2023	\$85.69
Hard Rock Outdoor	B & G - Supplies	2/13/2023	3/2/2023	\$162.25
Institute of Municipal Clerks	Treasurer - Annual Membership Fee	1/12/2023	3/2/2023	\$185.00
Jabo Supply Corporation	Water Dept. - Supplies	2/10/2023	3/2/2023	\$328.62
Pace Analytical Services LLC	Water Dept. - Sampling	2/10/2023	3/2/2023	\$50.10
Pace Analytical Services LLC	Water Dept. - Sampling	2/10/2023	3/2/2023	\$75.20
Purchase Power	Treasurer - Postage Meter Refill	2/13/2023	3/2/2023	\$520.99
Ricoh USA Inc	Admin./B & G/Sewer/Treas./Water - Copies	2/17/2023	3/2/2023	\$170.67
Treasurer of Virginia VDACS	Police Dept. - Calibration Fees	2/16/2023	3/2/2023	\$81.88
Worldwide Equipment	Sanitation Dept. - Unit 011	2/23/2023	3/2/2023	\$435.00
				<b>\$20,919.90</b>

# Interim Accounts Payable

Vendor Name	Description	Amount
Boring Contractors Inc	Water System Improvement Project	\$273,003.82
A & A Enterprises Inc	Police Dept. - Uniforms	\$1,267.30
Advance Auto Parts	B & G - Units 002/004/2006 Chevrolet/Shop	\$1,148.04
AED Market	External Defibrillators - ARPA	\$29,994.00
Aflac	Employee Insurance	\$741.22
Alpha & Omega Repair Service	Fire Dept. - Unit 682 - Pump Service	\$551.41
Amazon Capital Services	Admin./B & G/Fire Dept./Treas./Sewer/Water - Chargers	\$298.47
Amazon Capital Services	B & G - UTV Parts - ARPA	\$632.87
Anthem Blue Cross Blue Shield	Employee Health Insurance	\$27,270.00
Appalachian Aggregates LLC	Water Dept. - Stone	\$210.66
Bentley Distributing Inc	B & G/Police Dept./Town Hall	\$75.00
Cell Phone Repair	Computer Backup & Protection	\$340.00
Cintas	Police Dept./Town Hall - Mats - Sewer/Water - Uniforms	\$889.68
Citco Water	Water Dept. - Chemicals	\$6,626.86
Collins Full Service	B & G - Unit 002	\$40.00
Consolidated Pipe & Supply	Water Dept. - Supplies	\$2,400.70
DJs Truck Parts	B & G - Keys/Fire Dept. - Unit 681	\$50.88
Dominion Office Products	Police Dept. - Office Supplies	\$55.14
FerrellGas	B & G - Complex B	\$100.00
Fisher Auto Parts	B & G - 004/005/Shop - Police Dept. - 603 - Sanitation - 011 012	\$1,454.08
Funk Drilling Co	Water Dept. - Supplies	\$741.07
Lee Propane	B & G - Shop	\$1,509.86
Lowes	B & G - Supplies	\$527.11
McClure Concrete Materials	B & G - Concrete Blocks	\$170.00
Midland Funding LLC	Employee Liability	\$560.57
MSE Companies	B & G - Units 004/039	\$1,186.75
Old Dominion Power	Monthly	\$1,336.30
O'Quinn Trailer & Motor	B & G - Unit 019	\$6.95
Ricoh USA Inc	Police Dept. - Monthly	\$25.00
Sandy Chapman	Depot - Deposit Refund	\$25.00
Tiffany C Robertson	UT - Deposit Refund	\$11.51
Verizon	Monthly	\$279.20
VUPS Inc	Transmissions	\$9.45
Worldwide Equipment	Sanitation Dept. - Unit 011	\$3,095.74
Christina Johnson	UT - Deposit Refund	\$2.57
Powell Valley National Bank	Water System Improvement Project - Interest Payment	\$4,755.47
Town of Coeburn	UT - Deposit Refund (Paid Taxes)	\$10.00
Town of Coeburn	UT - Deposit Refund (Paid Utility Bill)	\$125.00
Town of Coeburn	Depot - Deposit Refund (Paid Taxes)	\$25.00
Town of Coeburn	UT - Deposit Refund (Paid Taxes)	\$49.62
Truist Bank	Admin./B & G/Police Dept./Sewer Dept./Treas./Water Dept.	\$3,121.01
		<b>\$364,723.31</b>



**Cash Availability Comparison**

	2023	2022	2021	2020	2019	2018
July Regular Meeting Reported		\$ 210,683.35	\$ 1,117,152.46	\$ 45,870.50	\$ 111,843.43	\$ (9,150.51)
July Workshop Meeting Reported		\$ 195,680.58	N/A	\$ 37,359.63	\$ 149,934.50	\$ (7,698.78)
August Regular Meeting Reported		\$ 151,556.78	\$ 156,686.84	\$ 10,422.26	\$ 76,511.06	\$ 8,733.55
August Workshop Meeting Reported		\$ 191,277.78	\$ 206,568.10	\$ 81,758.28	\$ 72,264.67	\$ 10,394.98
September Regular Meeting Reported		\$ 142,162.94	\$ 197,481.63	\$ 79,356.29	\$ 69,564.36	\$ 20,236.57
September Workshop Meeting Reported		\$ 141,994.95	\$ 257,922.99	\$ 95,756.17	\$ 35,816.21	\$ (26,170.63)
October Regular Meeting Reported		\$ 105,791.42	\$ 244,495.65	\$ 19,682.05	\$ 6,834.59	\$ (39,766.39)
October Workshop Meeting Reported		\$ 110,252.41	\$ 210,488.33	\$ 45,064.45	\$ 9,783.21	\$ (57,494.99)
November Regular Meeting Reported		\$ 66,067.81	\$ 164,829.65	\$ 26,142.93	\$ 11,204.75	\$ (32,147.55)
November Workshop Meeting Reported		\$ 116,382.38	\$ 254,489.66	\$ 101,491.47	\$ 53,901.74	N/A
December Regular Meeting Reported		\$ 192,692.29	\$ 376,131.36	\$ 155,488.24	\$ 145,420.41	\$ 75,050.64
December Workshop Meeting Reported		N/A	N/A	N/A	N/A	N/A
January Regular Meeting Reported	N/A	\$ 265,398.03	\$ 133,541.99	\$ 86,726.85	\$ 52,782.61	\$ 6,642.11
January Workshop Meeting Reported	\$ 176,306.60	\$ 255,841.15	\$ 105,425.71	N/A	\$ 17,951.93	N/A
February Regular Meeting Reported	\$ 196,551.08	\$ 286,049.24	\$ 78,731.25	\$ 37,075.76	\$ 43,087.68	\$ (18,247.27)
February Workshop Meeting Reported	\$ 202,363.93	\$ 233,647.97	\$ 112,821.19	N/A	\$ 24,601.90	\$ (23,125.60)
March Regular Meeting Reported		\$ 269,618.14	\$ 54,553.41	\$ 39,312.95	\$ 31,991.80	\$ (37,100.14)
March Workshop Meeting Reported		N/A	\$ 122,796.57	N/A	\$ 36,606.50	\$ (31,331.45)
April Regular Meeting Reported		\$ 219,832.15	\$ 155,412.27	\$ 35,757.52	\$ 42,482.88	\$ (51,849.51)
April Workshop Meeting Reported		N/A	\$ 134,276.75	\$ 14,604.59	\$ 35,340.86	N/A
May Regular Meeting Reported		\$ 272,179.43	\$ 194,409.13	\$ 64,992.72	\$ 107,626.76	\$ (4,285.16)
May Workshop Meeting Reported		\$ 339,537.85	N/A	\$ 82,633.87	\$ 117,692.13	N/A
June Regular Meeting Reported		\$ 290,652.06	\$ 208,386.36	\$ 88,517.70	\$ 105,300.90	\$ 16,374.89
June Workshop Meeting Reported		\$ 273,905.63	\$ 230,699.06	\$ 112,205.53	\$134,425.30	N/A



**RESOLUTION 23-001**  
**EASTSIDE HIGH SCHOOL ONE-ACT PLAY 1A**  
**STATE CHAMPIONS FOR 9 CONSECUTIVE YEARS**

**BE IT UNANIMOUSLY RESOLVED**, by the Town Council of the Town of Coeburn, Virginia, on February 13<sup>th</sup>, 2023, as follows:

**WHEREAS**, the Eastside High School One-Act Play participants have achieved an outstanding accomplishment by earning the title of State Champion in the One-Act Play 1A State competition, and

**WHEREAS**, the Town Council of the Town of Coeburn wishes to extend congratulations to Eastside High School and its participants for winning the State Championship in the One-Act Play State competition, and

**WHEREAS**, the Town Council of the Town of Coeburn acknowledges the outstanding performance of the Eastside High School One-Act Play participants and is proud of the fine manner in which they represented their school, the area, and the Town of Coeburn, and

**WHEREAS**, the Town Council of the Town of Coeburn wishes continued success for the Eastside High School One-Act Play participants and coaches, and

**WHEREAS**, the Town Council of the Town of Coeburn wishes to recognize the 8-time State Champions, who have won nine consecutive state titles in the One-Act Play State competition.

**BE IT FURTHER RESOLVED**, that the Town Council of the Town of Coeburn wishes a copy of this Resolution to be presented to the Eastside High School One-Act Play participants and coaches.

Dated this 13<sup>th</sup> day of February, 2023.

\_\_\_\_\_  
Deventae Mooney, Mayor

\_\_\_\_\_  
Sharon Still, Vice Mayor

\_\_\_\_\_  
Jeff Kiser, Council Member

\_\_\_\_\_  
Joe Still, Council Member

\_\_\_\_\_  
Carles Collins, Council Member

**ATTEST:**

\_\_\_\_\_  
Kathy Sharpe, Clerk

# Thornhill COMMERCIAL SOLUTIONS

PO Box 1449, 500 Ford Fairlane, Chapmanville, WV 25508 • [www.ThornhillAutomotive.com](http://www.ThornhillAutomotive.com)  
Jerry R. Bibbee • Cell (304) 688-7992 • Office (304) 855-8300 • [jerry.bibbee@thornhillautomotive.com](mailto:jerry.bibbee@thornhillautomotive.com)

February 24, 2023

Mr. Jimmy Williams  
Town of Coeburn  
403 Second Ave. NE  
P.O. Box 370  
Coeburn, Virginia 24230

Dear Mr. Williams,

We are pleased to present to you our quotation for your potential addition to your fleet of vehicles. We have made every effort to build this quotation to meet the specifications that you and I discussed.

All freight and destination charges are also included, delivered to your Coeburn facility.

The Total Price for the 2022 Ford F-250 Chassis and Service Body as specified on our website is,

**\$ 63,927.00**

Please feel free to contact me with any questions or ideas that may arise.

Sincerely,



Jerry R. Bibbee, Manager

Thornhill Commercial Solutions