

Council Minutes
Regular Meeting
November 12, 2025 - 6:30 p.m. - 413 Front St. E, Coeburn, VA

This meeting was originally scheduled for Monday, November 10, 2025, and was rescheduled for Wednesday, November 12, 2025, due to weather.

Attendees:

Upon roll call, the following members of council were present: Carles Collins, Deventae Mooney, Joe Still and Sharon Still. Lisa Woodruf was absent. Jimmy Williams - Town Manager, Cathy Sharpe - Clerk/Treasurer, and William Sturgill, Town Attorney, were also present.

Call to Order:

Mayor Deventae Mooney called the meeting to order. Mr. Joe Still gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Mooney.

Public Expression:

There was no Public Expression.

Response to Public Expression:

There was no response to the Public Expression from the prior meeting.

Approval of the Agenda:

Sharon Still made a motion to approve the agenda as presented. Deventae Mooney second the motion, which resulted in all Ayes.

Reports:

Fire Department

Mr. Roger Stanley, Assistant Chief, gave the monthly activity report. There were 28 calls with 192-man hours. Assistant Chief Stanley said it may not be safe for Santa to ride on the top of the fire truck for the Christmas parade but will have him ride in the back of one of the other trucks. Ms. Sharon Still informed Mr. Stanley that the tree lighting would be on December 3rd and asked the fire department to set up down by the stage. Ms. Still said there will be free activities for the kids and music on the stage. Mr. Stanley will run that by the department but is not sure if they have enough popcorn for the event.

Mr. Mooney asked how many members the fire department had. Mr. Stanley didn't have the number with him but thinks there are around 35 members. Mr. Jimmy Williams said there are 37 members.

Mr. Williams asked if there were any issues with the department's fuel cards. Mr. Stanley said there was one incident, but he feels that was an issue with the attendant. Mr. Williams said the Valero ownership transfer has affected the use of the cards and they need to be used at the Roadrunner station on the four-lane. Mr. Stanley said the department usually gets fuel there anyway.

Police Department

Mr. Travis Mullins, Police Chief, said calls have remained mostly consistent and have somewhat stabilized, offering a picture of what normal is looking like. The month has been busy, and the department has been working on catching up administratively and completing the FBI LEEDA course and Chief Mullins expects to hear back from them in a couple of weeks. A representative is expected to come and present a plaque to the department. The department is the first department in Lee, Scott, and Wise counties to complete the course.

Chief Mullins said the DMV grants have been closed out and he is waiting for notification from them. The government shutdown has affected the response time for the federal grant accreditation process.

Mr. Mullins reported the department took part in several public events last month and the department will send someone to attend the tree lighting on December 3rd.

Mr. Mullins thanked the fire department and public works for their help during the last few days. The snow event caused some issues and came as a surprise to some.

Town Manager

Mr. Jimmy Williams, Town Manager, reported he has been gathering information on the boards and commissions. He said he has been in contact with a few of the former board members but doesn't know how to contact the others. Mr. Mooney suggested reaching out to the public for people interested in becoming members and suggested Mr. Williams post something on Facebook. Ms. Still suggested placing an ad in the back of the paper and putting a notice on the marquee downtown.

Mr. Williams and Mr. Livingston have been working on getting the yellow truck running and they plan to see if Mr. David Collins can fix the miss in the truck. Mr. Livingston said the truck needs to have the snowplow and lights installed.

Mr. Williams has tried to contact the owner of the former Grasshoppers business but has not received any replies. Ms. Still said he may answer if Mr. Still reaches out to him.

Mr. Williams included quotes for the leak detector in the Council packets. The quote from Consolidated Pipe & Supply includes a rod that goes in the ground and is a better listening device; the other quote doesn't come with that. Ms. Still asked what the process is now and asked if workers just walk around and look for a wet spot. Mr. Mooney said they do and they do a lot of digging. Mr. Williams said the PSA lets them borrow equipment on occasion. Mr. Mooney asked how much money this would save the town based on time and resources used. Mr. Williams said the last time there was a large leak it took days for four or five people to find the leak. Mr. Mooney asked about the warranty. Ms. Still said she noticed it had a five-year warranty. She asked where the other company is located and Mr. Williams said it is a website that Mr. Matt Robinette showed him that offered the same leak detector without the probe.

Deventae Mooney made a motion to purchase the leak detector through Consolidated Pipe & Supply using ARPA funds in the amount of \$3,350.00. Joe Still seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Mr. Williams said there is an email from Gas & Go. Ms. Still said the email can be discussed later as it is on the agenda.

Ms. Still asked if Mr. Williams had heard anything about a charging station being installed. Mr. Williams said the program he had looked into was being installed near Knoxville. Ms. Still said it would be good to have one, because there isn't one locally. Mr. Mooney and Mr. Williams said there are stations in St. Paul and Big Stone Gap.

Ms. Still asked about the depot inspection. Mr. Williams is still waiting for that to be scheduled and hasn't heard back from the company. Ms. Still asked if the building has been winterized since being closed and if the heat pump is still running. Mr. Livingston said the building has been winterized and the heat pump has been turned down to 60 degrees. Mr. Mooney asked if there was anyone else that could come do that quote. He asked Mr. Williams to continue to follow up on that issue.

Mr. Mooney asked if Mr. Williams had met with the LaFerney roofer. Mr. Williams has met with a representative from that company and has quotes for that project. Those quotes are not in the packet because they were received after the packets were put together. Mr. Williams said the quote for the repair at the library would be as follows: 50 mil/15 years \$37,290.00 and 50 mil/20 years \$39,700.00. Mr. Livingston pointed out that the quote includes taking out the skylights that are painted over at this time. The quote for the MEOC is as follows: 50 mil/15 years \$33,850.00 and 50mil/20 years \$35,920.00. Ms. Still asked how long the quote is good for and Mr. Williams said he was not provided with a time frame. Mr. Mooney asked Mr. Williams to email Council those quotes. Mr. Williams said if both roofs were done at the same time it would be \$4,200.00 less.

Ms. Still asked Mr. Williams if the cameras that are throughout town are linked to Hill Com. Mr. Williams said the cameras are going through Scott County internet now. Ms. Still asked if it would be more cost-effective to use Hill Com because it is provided for free to the town and suggested using Hill Com at all the buildings in town. Mr. Williams said that Scott County is in the buildings because they also provide the phone service. Mr. Mooney and Ms. Still pointed out that the phone service is unnecessary as everyone has cell phones.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported that two water hookups were installed on Sixth Street, leaks were repaired at Driffield Drive, Plum Street, Stafford Road, Chalet, Meadow Street, and Timberville. A setter was replaced on Meadow Street, and eighty-eight work orders were completed.

Mr. Mooney asked for an update on the Christmas decorating throughout the town. Mr. Livingston said work is underway to get the decorations up and Mr. Randy Farmer has been working hard putting up the lights. Mr. Livingston asked about decorating the depot even though it is closed. Mr. Williams and Ms. Still suggested the porch area should be decorated as it has been in the past.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$34,289.01 as of 11/13/2025. She reported \$22,957.87 in outstanding checks, accounts payable due in the amount of \$38,596.17 and interim accounts payable in the amount of \$51,229.18. After deducting the accounts payable due and outstanding checks, the reconciled balance was -\$27,265.03. There were cash disbursements totaling \$42,688.85.

Ms. Sharpe presented the minutes for October 20, 2025 regular meeting.

Ms. Sharpe reported one additional deposit since reports had been presented for the meeting. Today's deposit was \$12,077.28 making the total cash availability -\$15,187.75.

Before the staff left the office today, Ms. Sharpe had them check the amounts of payments taken in the register after the deposit was made and said there was \$22,000.00 in payments and that she is expecting to receive \$9,185.00 on the 16th for debt set off payments. Those payments and the debt set off deposit will bring the account balance up to the neighborhood of \$15,000.00. Ms. Sharpe reported that no Redi-Access money has been used to cover payroll or the CNW payment.

Mr. Mooney made sure department heads were aware that they are only to spend on what is necessary.

Sharon Still made a motion to approve the total accounts payable due as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the interim accounts payable as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve October 20, 2025, regular meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Mr. Mooney asked if the CNW payment was coming up. Ms. Sharpe said that payment is due at the end of the month, Anthem should be good, and December 1st VRA is due. The number of payrolls in the month was discussed. Mr. Mooney suggested that Ms. Still make another motion to use Redi-Access funds, if necessary, throughout the month of December just to be on the safe side.

Sharon Still made a motion to use Redi-Access funds to cover CNW, VRA, or payroll if necessary during the month of December with the provision that the money be returned to that account when it is available. Joe Still seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Attorney Report

Mr. William Sturgill, Town Attorney, reported that all he must discuss will be done in closed session.

New Business:

- A. Old BBT Bank Building - Mr. Williams handed out a packet with a new date on it. He said the auction for the building will start at \$1.00 and the highest bid wins the auction. There will be \$20,000.00 or 5% of the sale price that will be paid to the auction. Ms. Still asked about the process. Mr. Williams said the town will make a bid and be able to prove they have the money. Ms. Still asked if the bidding can be done in increments, so as not to show how much the town would be willing to pay at once. Mr. Mooney said there will be another meeting before the auction and suggested Mr. Williams get registered. Ms. Still said he will need to know how much to bid at the time of registration. Mr. Sturgill said the details could be discussed under Acquisition of Real Estate during closed session. Mr. Collins asked if anyone knew what the old Miners Bank sold for when it was auctioned. Ms. Still said she would look into that.
- B. PFAS Retainer - This is something that has been discussed with Mr. Sturgill, Mr. Williams and Council concerning litigation for PFAS contamination of groundwater. Mr. Sturgill said some localities have gotten involved in the litigation while some have declined and said it is an individual decision. He said there was discussion about the cost of testing, stating that testing would be done at the town's expense. Mr. Mooney suggested discussing this issue in closed session.

- C. October 2025 Water Usage Report - Mr. Williams presented Council with the report and said the report reflects the large leak that was found and repaired.

Old Business:

- A. Food City Gas & Go - Mr. Williams shared an email thread with the representative from Food City about the paving. He informed the representative that Council took no action regarding the paving issue, and the representative provided Mr. Williams with an updated quote on paving. The company will need permission to work in the right-of-way. Mr. Williams said the company will be responsible for any damage done to the right-of-way. Ms. Still suggested taking videos of the area to have a record of the condition of the right-of-way. Mr. Mooney asked if there needed to be a formal vote. Mr. Sturgill said it would be a good idea to give them permission and state that the town is not funding anything.

Sharon Still made a motion to allow Mr. Williams to have a conversation with Mr. Steven Spangler, with Food City Gas & Go, and give permission to work in the public right-of-way, with video and photos being taken prior to starting, with the understanding that the Food City Gas & Go will be responsible for any damages and with the understanding that the town is not funding any of this project. Joe Still seconded the motion which resulted in all Ayes.

- B. Buchanan Pump Food City Lift Station Starter Panel - Mr. Williams said there was a meeting with Buchanan Pump showing how the pump worked and how the starter panel worked with it. Buchanan Pump can ensure the correct installation and function of a starter panel and pump. There are cheaper alternatives, but this one is the one that the company trusts and warranties. Ms. Still said there is a concern that a surge will burn out the pump and void the warranty. Mr. Mooney asked what the price was for the repair. Mr. Still said the price is in last month's packet and is \$7,982.78 and that includes two starter switches, two relay motor protection, two heater packs, fuse holders, six fuses and labor of four hours.

Sharon Still made a motion to allow Buchanan Pump to do the work on the starter switches and quote for \$7,982.78 with the money coming from ARPA funds. Joe Still seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Closed Session:

Mayor Deventae Mooney made a motion to enter into closed session in accordance with Virginia Code §2.2-3711 (A1) to discuss performance of Town of Coeburn personnel, Code §2.2-371 (A3) to discuss the disposition of publicly held real property where discussion in open meeting will affect the negotiating strategy of the governing body, Code §2.2-3711(A7) actual or probable

litigation, and Code §2.2-3711(A8) specific legal matters. Vice Mayor Sharon Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Ms. Cathy Sharpe, read “Certification of Closed Meeting”, which is attached to these minutes and made a part hereof. A roll call vote certifying that only business matters that were identified in the motion convening were discussed or considered. The roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Action from Closed Session:

Sharon Still made a motion to accept the resignation of Lisa Woodruff. Deventae Mooney seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Sharon Still made a motion to allow Mr. Jimmy Williams, Town Manager, to do business with the Coeburn Little League on behalf of the Amler Grant and be an authorized signer on the paperwork. Joe Still seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Sharon Still made a motion to accept the retainer on PFAS litigation and have Mr. Jimmy Williams be the signer on behalf of the town. Joe Still seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Council Comments and Concerns:

Carles Collins - Mr. Collins had no comments or concerns.

Joe Still - Mr. Still had no comments or concerns.

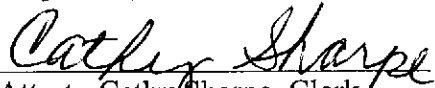
Sharon Still - Ms. Still thanked everyone for the work they do.

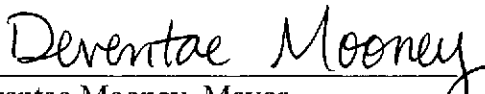
Deventae Mooney - Mr. Mooney had no comments or concerns.

Adjournment:

Mayor Deventae Mooney made a motion to adjourn this meeting. Joe Still seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor