

**Council Minutes**  
**Regular Meeting**  
**January 12, 2026 - 6:30 p.m. – 413 Front St. E, Coeburn, VA**

**Attendees:**

Upon roll call, all members of council were present: 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:**

Mr. Frank Mooney, 122 Mooney Drive and Centre Avenue, spoke to Council about the threat of overhanging trees near his home. Mr. Mooney is concerned about the dangers presented by the trees, mentioning that if they were to fall it could damage his home or the power lines. Mr. Mooney said he has been in the area before the trees were even there and the trees are growing on the side of the road. He said a representative from the VA suggested he speak to the town about taking care of the trees. Mr. Mooney said something needs to be done as soon as possible. Mayor Deventae Mooney asked Public Works Supervisor Jeff Livingston to go out and see if the trees belonged to the town or to VDOT.

Ms. Emily Whitaker, Guest River Coffee, spoke to Council about this year's Farmer's Market. Ms. Whitaker plans to start the market on the first Friday in June. Ms. Whitaker also informed Council that she is running the Facebook page for the Coeburn Improvement Association and often shares items that are posted about events going on in town along with the times and dates of the group's meetings. Ms. Whitaker is also planning a quilt show.

Ms. Teresa Mullins Rose, 203 High Ave NE, addressed Council concerning a leak she had at her residence. Ms. Mullins Rose said she called town hall and spoke with Missy and Noell and they said they would report the leak. Ms. Mullins Rose said Matt, Randy, and Channon came out and worked most of the afternoon to fix the leak that was on the town's side. She said she just wanted to commend the town for taking care of the problem. Mayor Mooney asked Mr. Jeff Livingston to pass Ms. Mullins Rose's comments along to the crew.

Public Expression was closed.

**Response to Public Expression:**

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

## **Approval of the Agenda:**

Mr. Williams asked to add (G.) The Lane Group to the agenda under reports.

Vice Mayor Sharon Still made a motion to approve the agenda as amended with the addition of (G.) The Lane Group. Ms. Rose Mary Holbrook seconded the motion, which resulted in all Ayes.

## **Reports:**

### Fire Department

Mr. Cliff Hawkins, Chief, reported there were 32 calls for the month of December. The department had 381.5 man hours, with 200 personnel responding, 16 training hours, and a total of 2 assist calls. The department took part in the Christmas parade and was pleased with how Santa was set up for the parade and said maybe next year they will look into having a sleigh.

Chief Hawkins said he thought the department was on the agenda for a Resolution. Mr. Mooney said he did not see that on the agenda. Mr. Hawkins had emailed the information to Mr. Williams. Mr. Williams said Mr. William Sturgill is working on that. Mr. Mooney asked if this is something that should be discussed in Closed Session. Mr. Sturgill said it could be discussed then but said the request is just for the General Assembly to renew a program and there shouldn't need to be a Public Hearing. Mr. Sturgill asked Chief Hawkins to go over the information. Chief Hawkins said he would like to have the Resolution ready when the General Assembly reconvenes in February. The Fire Department is part of the Aid to Localities program and receives \$15,000.00 per year and the Resolution will allow the program to be revamped. Mr. Hawkins said some localities are getting much more than \$15,000.00. He said the funds can be used to buy anything that can be considered fire prevention materials. Mr. Joe Still said if the funding was sufficient, it could be used to pay for a truck. Chief Hawkins said that was correct and if the funding was enough, it could be used to make the payments on a truck, and informed Council that some trucks can be financed for 20 years. Mr. Mooney read the proposed Resolution to the group assembled. The Resolution stated the state should increase the 1% insurance fee collected across the state in order to increase funding to communities that need more funding due to impoverished communities with financial difficulties. Mr. Mooney asked Mr. Sturgill if he has reviewed the Resolution and feels like it is appropriate. Mr. Sturgill said he has reviewed the Resolution and feels it is appropriate.

Sharon Still made a motion to accept Resolution 2026-001 to request that the Virginia General Assembly adopts legislation in reforming the Aid to Localities Program. Ms. Still also included that there needs to be a correction made in order to correct the spelling of word request on the Resolution. Joe Still seconded the motion. Mr. Mooney asked Mr. Sturgill to format the Resolution upon approval and submit it to Ms. Cathy Sharpe in order to submit the approval. A roll call resulted as follows:

Carles Collins - Aye  
Rose Mary Holbrook - Aye  
Deventae Mooney - Aye

Joe Still - Aye  
Sharon Still - Aye

Joe Still asked Chief Hawkins about an oil leak on a truck. Chief Hawkins said Mr. Roger Stanley will be looking at that this week.

Police Department

Mr. Travis Mullins, Police Chief, presented Council with the daily schedule and monthly and annual comparison reports. Chief Mullins reported that the month of December was busy and the department had the DCJS audit and the Highway Safety audit and said both of those went well. The department has received reimbursement from the LOLE and the Highway Safety Grant and Chief Mullins is working with Ms. Cathy Sharpe to be sure those are going in correctly. The department is working on closing out the Byrnes Justice Grant and the first quarter DMV Highway Safety Grant as well as working on several upcoming grants and projects including the HEAT grant to purchase surveillance equipment. Chief Mullins is working on the STARS radio system grant that would provide the department with \$258,000.00 worth of equipment with no match on the town's part. Mr. Mullins has recently secured funding for some ballistic vests for the officers.

Chief Mullins spoke about the Shop with a Cop event and thanked all donors and hoped to begin collecting funds for that program throughout the year. He said the Christmas parade was a success and thanked the fire department for their assistance with that event.

Mr. Mullins said the department is beginning to see what normal looks like regarding staffing and the new approaches to operations. He said call volume has decreased compared to this time last year. The number of arrests and citations increased. Chief Mullins feels that things are moving in the right direction and has recently updated the policy manual and is working toward the accreditation process. Sometime in the next few months, Chief Mullins plans to have a mock assessment done in order to make recommendations and update the policy manual until the department gets where it needs to be in preparation for that. Mr. Mooney asked Mr. Williams if the police department policy manual must be approved by Council. Mr. Williams said the first one was approved and Mr. Mooney asked Chief Mullins to provide that document to Council to review and approve. Chief Mullins said once the mock assessment was completed and changes made and the final document is updated; he will provide it to Council for approval.

Mr. Mooney asked Mr. Mullins to review the information regarding the STARS grant. Chief Mullins said the local police departments partnered with the Wise County Sheriff's office to find a grant to join the STARS satellite radio system. This system is used by the Virginia State Police. Due to the topography of the county, the radios currently in use do not always work like they should, especially the portable units. Chief Mullins said that two out of three calls received on the portables have trouble reaching back to dispatch and that causes issues with safety and causes dispatch to have to send out additional officers. The new radio system is operated by satellite and will work better than the current system. Mr. Mullins said the State Police Department is working on getting everyone on the system and feels like it could be ready by summertime. He feels like the new system is going to be a good thing and increase safety for the officers.

Town Manager

Mr. Jimmy Williams, Town Manager, reported he has started the grant process with Virginia Wildlife Resources and if received, it will be utilized for the Dale Ridge Pond area. This would be between \$2,000.00 and \$5,000.00 if awarded.

Mr. Williams said the town receives funding from VDOT for the town plowing roads when it snows. He said the money has been set aside until it is decided where it should be used. Mr. Williams feels it would be good to have the money to use at the end of the year to purchase a truck for Mr. Livingston and a service truck. He has been looking at trucks online. Ms. Still said she has had positive feedback about the road conditions and how much plowing and salting is being done. She said the citizens are appreciating the increased snow removal.

Mr. Williams said everything else he has will be covered on the agenda and asked Council if there were any questions.

Mr. Mooney asked Mr. Williams for an update on the estimate for the Train Depot building repairs. Mr. Williams said that Mr. Mark Clisso did a walk through to see what needs done but will need to return to do a structural inspection and the schematics of the repair and is anticipating the cost to be \$10,000-\$20,000 to do the study. Mr. Williams has also asked Quesenberry's to come do an estimate. Mr. Williams is also planning to ask RDA if they have any suggestions of a firm that can look into the repairs. Mr. Mooney said that the longer the building sits vacant, the more it will fall into disrepair and agrees that RDA should be asked for suggestions. Mr. Mooney asked Mr. Williams for a plan of action after he speaks with RDA.

Mr. Mooney asked Mr. Williams for an update on the Planning Commission. Mr. Williams said he reached out to the commission and was asked to set up a meeting to get things started. He expects to have that meeting before the next Council meeting. Mr. Mooney asked Mr. Sturgill to provide guidance on how the commission needs to proceed.

Ms. Still asked if there was a price for the work that needs done at the ponds from Quesenberry's. Mr. Williams said he received the plans, but not a price. Ms. Still said the town wants to be sure to utilize the funds for that project.

Ms. Still asked for an update on the Serve Line program. Mr. Williams provided the representative with the numbers she asked for, and she said the dollar amounts on the original quote would stand. Ms. Still reviewed the plan, asking Mr. Williams if it was correct to say that the town doesn't pay anything, the citizens are automatically enrolled and have the option to opt out. Mr. Williams said that is correct, and that is for water line protection, and the citizens can also get on a plan to cover the high bill from the water leak. Mr. Mooney would like to see more information and discuss it with Council.

Council took a vote by text and got a consensus, but a formal vote needs to be made regarding repairs to the trash truck in the amount of \$5,670.91. Mr. Mooney asked Mr. Williams or Mr. Livingston to give more details about that repair. Mr. Williams said the repair was the fuel pump on the Kenworth and Mr. Steve Martin with Martin Trucking ordered and completed the repair

and that amount covered the parts but not the labor. Mr. Martin will be sending an invoice to the town.

Sharon Still made a motion to purchase the fuel pump for the Kenworth for \$5,670.91. Rose Mary Holbrook seconded the motion. During the discussion that followed, Mr. Mooney asked which fund the bill would be paid from and Mr. Williams said paying it from ARPA was discussed during the consensus vote. Ms. Still amended her motion.

Sharon Still made an amended motion to purchase the fuel pump for the Kenworth for \$5,670.91 to be paid from ARPA funds. Rose Mary Holbrook seconded the motion, which resulted in all Ayes.

### Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported leaks were repaired on Mount Avenue, Cranes Nest, Timberville, Front Street, Quillen, Lynncrest, and High Avenue. Public works repaired sewer issues on Wise Mountain Road and in Banner, a two-inch tap was installed for the Food City Gas N Go, a meter was replaced on Seventh Street, and a setter was installed on Salem Street. The repairs are complete on the trash truck and as soon as it has an oil change, it will be back on the road. Public works completed 158 work orders.

Ms. Still asked if the leak detector was delivered and if the training was completed on that. Mr. Livingston said the leak detector has arrived and Tim from Consolidated Pipe will be sending someone to do the training. Mr. Williams said the wrong sounding rods were received but have since been replaced.

Mr. Mooney prefaced his comments by saying he is not trying to single out anyone or being picky, but he was disappointed with the way the town looked during Christmas. Mr. Mooney feels like a few years ago, there was pride in the decorating, and all the areas of the town were decorated, and this year looked hastily decorated with decoration and lights put wherever. He said it is January and decorations begin in November; all decorations need to be taken out and evaluated and a plan made about where things will go. This will prevent decorations from going up that need repair or don't look right in an area. Mr. Mooney said decorating is part of public works job, but if they need assistance, they could just ask for that. Ms. Still said the stage looked nice, but there were areas that were not decorated. Ms. Still also does not like the cool blue/white lighting because it does not match the warm white lights.

### Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$125,050.99 as of 1/07/2026. She reported \$45,804.18 in outstanding checks, accounts payable due in the amount of \$8,002.87 and interim accounts payable in the amount of \$158,610.41. After deducting the accounts payable due and outstanding checks, the reconciled balance was \$71,243.94. There were cash disbursements totaling \$17,079.10.

Ms. Sharpe presented the minutes for December 8, 2025, regular meeting and December 16, 2025, special called meeting.

Ms. Sharpe reported four additional deposits since reports had been presented for the meeting. Wednesday's deposit was \$4,895.21, Thursday's deposit was \$7,390.09, Friday's deposit was \$3,304.29. and today's deposit was \$22,450.86 making the total cash availability \$109,284.39.

Ms. Sharpe also included the tax collections report Mr. Mooney requested at the department head's meeting. Mr. Mooney asked Mr. Williams if he had the budget versus actual report. Mr. Williams did provide that information.

Mr. Mooney asked if the pre-audit was close to being completed and Ms. Sharpe said it was. Mr. Mooney encouraged Council to take the budget versus actual report provided by Mr. Williams and look over it and any concerns can be discussed at the next meeting.

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 December 8, 2025, regular meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve December 16, 2025, special called meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Ms. Still asked Mr. Williams if he contacted the Coalfield Progress to update the time of the meeting. Mr. Williams said he emailed the information to the Coalfield Progress. Ms. Still suggested he follow up on that because the last time she looked at the paper, the workshop meeting and time were still listed.

#### Attorney Report

Mr. William Sturgill, Town Attorney, had nothing specific to report to Council.

#### The Lane Group/RDA

Mr. Patrick McKinney introduced himself to Council and stated he has worked with The Lane Group for the past fifteen years. The Lane Group has merged with Rinker Design Associates as of January 1, 2026, but hopes to continue to foster a good working relationship with the town. RDA is based in Eastern Virginia specializing in transportation work but with the acquisition of The Lane Group will be branching out into utility work. Mr. McKinney has actively worked with the Town of Coeburn since around 2012. Moving forward, he will be the direct contact for RDA to deal with any of the town's needs. Mr. McKinney said he will look into the work that needs to be done at the Train Depot. Mr. Mooney asked him to put that on the top of his list. Mr. Sturgill

asked if he could be expecting an assumption of contracts from RDA and asked Mr. McKinney what contracts the town currently has with RDA. Mr. McKinney said Mr. Williams will receive a letter in a few days with that information. Ms. Still asked if Mr. Williams has copies of the contract. Mr. Williams said he did and Mr. McKinney said he could provide copies of the contract, if needed. Mr. Mooney asked Mr. Williams to share Mr. McKinney's contact information with him.

**New Business:**

- A. Water Usage Report - Council reviewed the water usage report that was included in the Council packet. Ms. Still said she liked the presentation of the report. She asked if the town was at 68% water loss and stated it was a little high. Mr. Williams said there were large water leaks in December. Mr. Mooney hopes the leak detector will assist in finding leaks.
- B. Public Hearing for CNW - Mr. Williams gave Council the date and time of the budget meeting for CNW and stated that the results of the meeting will affect the town as rates increase. Ms. Holbrook asked if anyone from Council goes to the meeting. Mr. Mooney said they need to find out who represents the town and make sure they go to the meeting.

Mr. Livingston asked Council to okay the purchase of a metal detector. Mr. Mooney said that should be within Mr. Williams' spending limit and they need to get together and work on that.

**Old Business:**

There was no old business to discuss.

**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, and Code §2.2-3711(A8) specific legal matters. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Mr. William Sturgill, 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  
Rose Mary Holbrook - Aye  
Deventae Mooney - Aye  
Joe Still - Aye  
Sharon Still - Aye

**Action from Closed Session:**

There was no action resulting from Closed Session.

**Council Comments and Concerns:**

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

Rose Mary Holbrook - Ms. Holbrook had no comments or concerns.

Joe Still - Mr. Still thanked everyone on Council for all the work they do and thanked all the employees of the town for the work they do. He said it is a big job and there is more to it than meets the eye. He thanked Mr. William Sturgill for keeping them all out of jail.

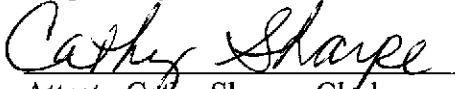
Sharon Still - Ms. Still thanked everyone for the work they do, in all the positions. She thanked and welcomed Ms. Holbrook to her first meeting and looks forward to working with her, hopefully for a long time. She thanked Mr. William Sturgill for all he does to keep her out of trouble. Ms. Still voiced her appreciation for the mayor as well.

Deventae Mooney - Mr. Mooney echoed Ms. Still's comments.

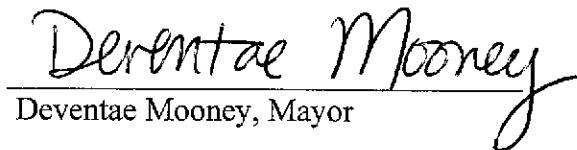
**Adjournment:**

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

Respectfully Submitted,



Attest: Cathy Sharpe, Clerk



Deventae Mooney, Mayor