

Council Minutes
Regular Meeting
March 14, 2022 - 6:30 p.m. – 502 Front Street 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 Jeff Kiser called the meeting to order. Mr. Deventae Mooney gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Jeff Kiser.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

Ms. Sharon Still made a motion to add the Appointment of EDA Member under New Business (A). Mr. Deventae Mooney seconded the motion, which resulted in all Ayes. Mr. Jeff Kiser made a motion to add the Appointment of Fire Department Officers under New Business (B). Ms. Still seconded the motion, which resulted in all Ayes. Mr. Kiser made a motion to add Old Dominion Power Company Rate Increase under New Business (C). Mr. Mooney seconded the motion, which resulted in all Ayes. Mr. Kiser made a motion to approve the agenda as amended. Mr. Mooney seconded the motion, which resulted in all Ayes.

Reports:

Town Manager

Mr. Jimmy Williams, Town Manager, advised the report has been submitted for the water customers who are in arrears and he is waiting on the funds to come in. He reported Sherrie is separating all the funds from different accounts. He said right now she is working on her third ream of paper. Mr. Williams presented council with paperwork showing what will be left in arrears after the \$22,000.00 is applied. The past due amount will then be \$6,842.36. Ms. Still asked when that will be completed. She said the next voting meeting will be April 11, 2022. Mr. Williams said it will most definitely be done by then.

Mr. Williams reported CNW had their meeting and there will be an increase in the town's monthly payment to them. He said the payment will now be \$29,107.00. Mr. Mooney advised the \$27,000.00 from last year was a decrease.

Ms. Still asked if payment has been made to the EDA. Mr. Williams said no. Ms. Still asked that the payment be written to them.

Mr. Williams advised the town's web page is now live. Mr. Mooney asked what the address is. Mr. Williams said "coeburnva.gov". He said he has to attend classes and some things need to be corrected also. He advised he needs to provide names of staff, etc. Mr. Chris Mullins asked the name of the provider used for the web page. Mr. Williams said Evo.gov in Oklahoma. Mr. Mullins said The Lane Group is looking to redo theirs.

Mr. Williams reported he is working on the budget and Ms. Still asked if it will be ready by April 1st. Mr. Williams said yes.

Mr. Williams advised that he and Mr. Mullins will be getting a ground breaking ceremony set up for the water project.

Mr. Williams reported Camp 18 has been helping at the ball fields. He said the town is going to see if they can get them to paint the Love Sign.

Mr. Williams advised he doesn't think an account with Truist Bank needs to be set up specifically for payroll. He said Paycom will be able to accept ACH payments. Ms. Still asked how things are going with Paycom. Mr. Williams said he thinks it is going pretty well. He said the HR side which deals with the retirement system has been an issue. He said a lot of it will have to be done by Sherrie. He advised the first payroll in April will be done through Paycom.

Mr. Still asked if everything is still on time with the Marquee Sign. Mr. Williams said yes. He advised it should be ready the third week in March. Mr. Williams said he priced the signs for Cranes Nest and town hall. The Cranes Nest (Bondtown) sign was priced at \$4,337.82 and town hall was \$1,205.00. Mr. Kiser said he doesn't think the Cranes Nest sign had the three bottom plaques on it originally. Mr. Williams said he would go back and check but he thinks it did.

Mr. Mooney asked what is being done to the fountain. Mr. Williams said the metal fence around it was breaking so it has been taken down. He advised Mr. Livingston had told the workers to use ¾" plywood to do the forms but they didn't; therefore, the outside kicked out causing it to bow. Mr. Mooney asked if there are plans to redo it. Mr. Williams said yes. Mr. Kiser asked if the plaques were saved. Mr. Williams said yes they will be put back up. Mr. Williams advised the fountain has a lot of leaks and it isn't in good shape at all. He said he has been looking at fountains and similar ones the same size which is 10 feet would cost around \$8,000.00 to \$10,000.00. He advised smaller ones would be less. Mr. Kiser suggested checking with the company where the eagle was purchased. He said they may have access to fountains. He said they may have some decent prices. Council agreed not to go any smaller than the current fountain.

Mr. Williams reported he contacted the lady where the garland was purchased. He said she advised that right now would be a good time to order because she anticipates prices will go up especially with gas prices increasing.

Mr. Williams advised the merry go round and teeter totter have been delivered. Ms. Still said the merry go round can't be installed until the matting is put down but the teeter totter can be put in where the old one was. Mr. Williams said the ADA swing has been torn down. Ms. Still said the town has to get some cameras. Mr. Williams advised he has a video conference call set up with Comcast to go over how much and what kind of coverage would be needed.

Ms. Still asked if Mr. Williams has heard anything from the Flatwoods Picnic Area. Mr. Williams replied no. Ms. Still asked about the doors for the depot and police department. Mr. Williams said the parts are still on order. Mr. Livingston advised he calls and checks on them almost every day.

Ms. Still also asked about the bathroom at the police department. She said any building that belongs to the town should have problems taken care of. She said the women's restroom at the depot is atrocious; it needs tile, etc. Ms. Still advised she would like to see buildings refurbished, redone and fixed. Mr. Mooney asked what is wrong with the police department's bathroom. Mr. Charles Collins reported it has black mold behind the sink. Mr. Joe Still said the vanity floor is rotted out as well. Council asked if the fire department has any issues. Chief Cliff Hawkins advised the floors are concrete at the fire department. He said the sky lights are still leaking and he said he doesn't know if they can even be fixed. Ms. Still asked if they can just be taken out. Mr. Hawkins said that would be a major project. Ms. Still said it is better to take them out and replace that section of roof rather than letting it rot causing even more expense. Mr. Hawkins advised the exterior walls have been a problem in the past. Mr. Mooney said he went to the little Town of Auburn a couple weeks ago. He said their school looked like the White House compared to Coeburn's school. He said their fire department building was magnificent. He said it is the first thing you see when you pull into town. Mr. William Sturgill said he went to a wedding there and the first thing he noticed was the fire department. Mr. Mooney said the town ought to be thinking about the fact that the buildings are going to be falling in. Ms. Still advised that all the buildings should have a walk through on a regular basis to check to see if any repairs are needed. She said staying on top of things could potentially prevent bigger problems. Mr. Williams reported that a mold killing agent has been used to treat the issue at the police department. He said the police department has complained that they can't breathe because of it. He said it has to be treated again after an hour and he doesn't know if it has been treated the last time yet. Mr. Kiser advised it may be as simple as putting a dehumidifier in. He said mold grows at 60% relative humidity; under 60% it doesn't grow.

Mr. Mooney advised he spoke with Mr. Bill Rush who is the town manager of Marion. He said Mr. Rush is also on the VML Board. He said during the conversation they spoke about the American Recovery Act Funds. Mr. Mooney reported Mr. Rush told him that his town went through a process of untethering the funds which means the funds can be used for anything the town wants. Mr. Williams said he did not know that this could be done but he will check into it. Mr. Sturgill said he hasn't heard about that either. He said every locality will be looking into doing that.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported holes were patched at Brook Avenue and the flower pots were put in town. He advised the clock is back up and working, the sign was put back on the stage and concrete was poured at the fountain.

Mr. Livingston also reported a leak was repaired at Altoona Lane and 189 work orders were completed.

The Lane Group

Mr. Chris Mullins, The Lane Group Representative, reported that Division 1, Boring Contractors, whose subcontractors are Little B Construction out of Castlewood and Hill Construction out of Haysi have begun work. He advised Division II is the Banner Project which was scheduled to begin today but one of the owners of Floyd's Construction passed away over the weekend. He said the crew should get started next Monday. He said Division 3A, Boggs Municipal Services out of Wise, is for the pump stations. He said the pump stations have been ordered. He said there is no delivery date which is like any supply at this time. Mr. Mullins advised Division 3B which is T&B Contractors, has been working the longest and have made quite a bit of progress at the plant. He said there are no problems for that area and everything is going smoothly.

Mr. Mullins reported Mr. Williams is working on scheduling a meeting with the town, The Lane Group and DHCD (Mr. Doug Jackson) about the alley sewer line behind the gym. The meeting will be to discuss some funding applications.

Mr. Mullins reported the sewer project from the park up to Banner is still on schedule. He said he knows without a shadow of doubt there will be a major over run on the project and that there will not be enough money to do it. He said they are waiting on ARPA funds to land at DEQ and they will be submitting for the extra anticipated funds in the form of a grant.

Mr. Kiser asked about the letter Mr. Mullins was going to write to VRA. Mr. Mullins advised he did not do the letter because the DEQs and Health Departments, the folks who have low components, still do not know when they are getting funding, how much they are getting and the duration of it. He said it would be more viable to wait on a solid plan.

Treasurer

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$340,081.36 as of 3/11/2022. She reported outstanding checks in the amount of \$41,261.22, accounts payable due in the amount of \$29,202.00 and interim accounts payable in the amount of \$267,464.89. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$269,618.14.

Ms. Sharpe presented meeting minutes for February 14, 2022 regular meeting and February 28, 2022 special called meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$8,512.97 and today's deposit was \$8,308.39 making the total cash availability \$286,439.50.

Mr. Williams advised the Food City gas cards are currently a few dollars under the maximum that can be charged to the account. He said since gas prices are moving upward he feels like the limit needs to be increased. Ms. Still asked if this was a month statement. Mr. Williams said yes. Mr. Kiser said to go ahead and apply for an increase in the limit. Council agreed to apply for a limit of \$10,000.00. The current limit is \$5,500.00. Council discussed the fact that vehicles are left running when they should not be and Mr. Kiser said this needs to stop. Mr. Mooney said all the police departments in the area leave their vehicles running. Mr. Kiser said that doesn't make it right. Mr. Still said everyone needs to work together to solve this type of problem. He said when people can't get along and use good diplomacy and good common sense then they are defeating the purpose. They are just spinning their wheels. Mr. Still advised he isn't picking sides and isn't against anyone in the room. He said he is just trying to get everything to run smooth. He said he almost gets frustrated about coming to the council meetings. He said it has been that way the past four months and he thinks it is time for a change. He said something different needs to be done but he doesn't know what needs to happen. Ms. Still advised she had texted Mr. Brooks and told him to not let the cars idle since gas prices are going up. She said she told him when they are out on a job etc. that is fine but when they are just sitting down there they need to be turned off. Ms. Still advised that Mr. Brooks said he would have them turn them off. Mr. Mooney said to make sure that Mr. Brooks knows it is coming from other council members and not himself. He said he could care less about micro managing everything that people do within the town. He said to make sure his name isn't attached to that text. Ms. Still said she didn't put anyone's name on the text. Mr. Mooney said he thinks she should specify.

Mr. Kiser advised the only response he has to what was discussed about the police department is that he agrees that it is really bad when there is lack of communication. He said communication is key and lack of communication got the town in trouble before and it can happen again. He said spending money needlessly happened before and got the Town of Coeburn in a very bad situation and it was a long and bitter process of pulling it out. Mr. Kiser said when he or anyone on council sees a problem with money being wasted it is the duty of that person to bring that forward. He said it doesn't matter if it is something small or something large. Mr. Still said he agreed. He said that is what they swore into when they were hired. Mr. Kiser advised everyone on council has done a good job and will continue to do so.

Ms. Still asked if anyone is holding onto bills for long periods of time before paying them. Ms. Still was asking about a particular parts store in which Mr. Williams explained what happened with the payment. He said the bill had been paid but was sent to an address which was different than the store in which the purchases were made; the payment was never late. Ms. Sharpe advised the only time a payment is made late is when a statement is received late or a department holds it or something like that but if it is front of them they pay it.

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

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

Deventae Mooney made a motion to approve the February 14, 2022 regular meeting minutes as presented. Sharon Still seconded the motion, which resulted in all Ayes.

Deventae Mooney made a motion to approve the February 28, 2022 special called meeting minutes as presented. Sharon Still seconded the motion, which resulted in all Ayes.

Police Department

There was no representative from the police department present. No report was given. Mr. Still asked if Mr. Williams has talked to someone with Enterprise about the vehicles. Mr. Williams said he has been waiting on an email but hasn't received one. Mr. Still said maybe Mr. Williams could find out about some F350 trucks as well. Mr. Williams advised he sent Enterprise a list of all the town vehicles. He said the way it was explained is that it is based off of a five year period but if the town wants to trade the vehicle every two years Enterprise will take the vehicle and sell it. He said the money they make as a profit will be placed into the town's account and applied toward another vehicle. Mr. Williams said they do the maintenance on the vehicles as long as it is within the 36,000 miles or the 100,000 drive train. He said they utilize local businesses to do the maintenance work. Mr. Still advised the gentleman from Enterprise quoted a price for the rental of five police cars for \$28,000.00 per year which didn't include the cost of setting it up. Enterprise can set them up with light bars, etc. He said it doesn't matter how many miles are put on the vehicles the rental is the same. Mr. Sturgill advised the agreements that will be potentially signed need to be looked at because once the gentleman comes from Richmond he will be pushing hard. Mr. Sturgill he will look over the agreements but said they need to be sent to council as well.

Fire Department

Mr. Logan Jackson, Assistant Chief, gave the monthly activity report for the month of February; there were 42 total calls, 353 total man hours and 245 total personnel responding.

Mr. Jackson reported that on 2/20/2022 the fire department escorted the Eastside High School Wrestling Team from St. Paul to the high school which took approximately one hour.

Mr. Cliff Hawkins, Chief, reported in the last few days he has received around \$8,000.00 of fire hoses, etc. He said in the next few days a sizeable deposit will show up in the town's account. He said once that comes in he will get with Ms. Sharpe and issue a check to pay the vendor for all the items. He said the fire department's match will be 5% which isn't a problem.

Ms. Still asked about the truck which Mr. Jackson advised is the old #684. He said there were some issues with it. He said they are looking into turning it into a hazmat/brush truck to be able

to utilize it rather than have it just sitting there. Mr. Hawkins advised it is a 1996 model that has been due some work.

Mr. Hawkins asked if anything can be done about the garbage that is being dumped behind the fire department. He said there has never been a mice/rat issue up until now. He advised the dumpsters leak and the nasty stuff runs over the bank. Mr. Williams said the dumpsters are supposed to be used by the little trash truck and then emptied by the big truck. Mr. Jackson said other people use them as well. Mr. Mooney suggested leaving one dumpster there for the fire department and relocating the other two.

Attorney Report

Mr. William Sturgill, Town Attorney, advised he didn't have anything specific to report.

New Business:

- A. Appointment of EDA Member – Sharon Still made a motion to appoint Alan Atwood as an EDA member of the Town of Coeburn. Jeff Kiser seconded the motion. A roll call vote resulted in all Ayes.

Mr. Mooney said there is no way that all the boards with terms are correct. Mr. Kiser said to solve the problem moving forward is to do appointments without term. Mr. Mooney advised he doesn't feel like people on boards should be indefinite.

- B. Appointment of Fire Department Officers – Sharon Still made a motion to accept the Coeburn Fire Department elected officers as presented. Joe Still seconded the motion, which resulted in all Ayes.
- C. Old Dominion Power Rate Increase – Mr. Kiser advised he received a packet from Old Dominion Power Company. He said there is a fuel adjustment charge change which is going to affectively add about \$6.15 per month for residential customers using 1,000 kilowatts per month. Mr. Kiser said council has always opposed increases in the past and he would like to make a motion to authorize Town Manager, Jimmy Williams, to write a letter on behalf of the Town of Coeburn opposing the rate adjustment by ODP. He said he would like a copy of that to be forwarded to Old Dominion Power Company as well as all of the elected officials that represent the Town of Coeburn on a state and national level. Deventae Mooney seconded the motion, which resulted in all Ayes

Old Business:

There was no old business to report.

Closed Session:

There was no reason to go into closed session.

Council Comments and Concerns:

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

Deventae Mooney - Mr. Mooney said thanks to all the town employees for all their hard work. He said to continue to do what they are doing. He said he is looking forward to getting the budget to see how it is going to play out.

Joe Still – Mr. Still said he appreciates everybody’s diligence in taking care of business. He thanked Jimmy, Will, Cathy and Jeff. He said he could go on and on and thank them all. He said one thing he would like to visit in the future is adjustments on pay scales. He said this may have to be in closed session. Mr. Mooney and Ms. Still said that would be discussed during the budget.

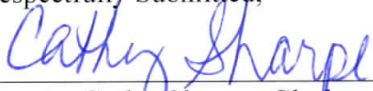
Sharon Still – Ms. Still said she could never say thank you enough for everybody who goes out and works long hours whether it is voluntary through the fire department or any other organization that the town has that goes out and does things for the town to keep it looking good. She said she knows she aggravates the town manager but that is her job. She said Jeff and his crew are phenomenal and get a lot done even though there isn’t many of them. She said she knows Cathy is driven nuts but she is appreciated. She said all the meetings that council goes to that others don’t get to attend is appreciated. She said she appreciates her lawyer keeping her out of jail. She said she knows that is a hard job.

Jeff Kiser – Mr. Kiser had no comments or concerns.

Adjournment:

Jeff Kiser made a motion to adjourn this meeting. Sharon Still seconded the motion, which resulted in all Ayes.

Respectfully Submitted,



Attest: Cathy Sharpe, Clerk



Jeffrey G. Kiser, Mayor