

Council Minutes
Workshop Meeting
May 23, 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. Joe Still 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:

Mr. Jeff Kiser made a motion to approve the agenda as presented. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

Reports:

Fire Department

Mr. Logan Jackson, Assistant Chief, reported all council members should have gotten an email from Mr. Cliff Hawkins, Chief. He said the emails included two quotes; one was from MES and the other one was from Witmer. He advised the quote from MES is more along the lines of what the fire department wants to go with when purchasing rescue/extrication gear. Mr. Jackson reported the prices will go up about mid-June. He said he would like to put this on the agenda for June 13, 2022 to be voted on. He said the price from MES will be around \$35,400.00 and Witmer will be \$41,970.00 plus freight cost. Mr. Jackson advised they are looking at getting thirty sets which will include pants, coats, gloves, helmets and boots. He said he would like to go with MES and said it will take from three to six months to receive the gear once measurements are taken for each person. Ms. Still asked what will happen to the gear if someone quits the fire department. Mr. Jackson advised it will not go to waste. It will continue to be used.

Mr. Kiser asked what MES's payment schedule involves. He asked how much has to be paid down, the balance at the end, etc. Mr. Kiser said in a business stand point he would rather pay part of the cost and pay the rest when the gear comes in. He said when it is done that way the town would have some leverage. Mr. Jackson advised with 100% down the order will be put in as soon as measurements are taken but he said he doesn't think paying part of it up front instead

of it all will be a problem. Mr. Jackson called MES and found out half can be paid up front but nothing has to be paid until the gear actually comes in.

Mr. Joe Still thanked the fire department for cleaning the streets.

Town Manager

Mr. Jimmy Williams, Town Manager, reported he signed the paperwork for the light at the ball field's bridge.

Mr. Williams asked if the CIA is going to provide him with names so that he can write the letter to the bank. Mr. Kiser advised he will get those for Mr. Williams. He said the minutes won't be official until they are voted on at June 13, 2022 meeting.

Mr. Williams reported the slide for the pool has been ordered. Ms. Still asked if a date was given for delivery. Mr. Williams said it is supposed to be shipped May 30th. He said the extra slide will be moved to Bondtown Park.

Mr. Williams advised he has gotten a lot of good comments about the new Marquee Sign. Mr. Kiser said he has seen tons and tons of comments on Facebook.

Mr. Williams reported he has been getting a lot of complaints about yards and dilapidated buildings, etc. Ms. Still said she has gotten some of those complaints as well. Mr. Williams said he has a list he is working on with the county to see what can be done. Ms. Still said there are ordinances for all that. She said she would like to see notices given and liens placed on those properties. Mr. Sturgill, Town Attorney, advised liens can be put on properties that have heirs but collecting on those liens takes a long time. He said he would do the liens as a last resort. Ms. Still said EDA can purchase those homes and either rebuild them or tear them down and sell the properties. Mr. Williams said there are no quick cures to these problems.

Mr. Kiser asked Mr. Williams if he has gotten a call from a lady about rope and chain problems at Ringley Park. Mr. Williams said he hasn't gotten a call. Mr. Kiser asked Mr. Williams to have that checked out. He said he wasn't sure where they are located at the park but the individual reported them as a problem for children.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported three leaks were repaired at Bondtown and a leak was repaired at Carolina Road. He reported sewer was jetted at Banner and at the police department.

Mr. Livingston reported the flower pots are full of soil and have been placed through town. He advised the tree that fell at Meadow Street has been cleaned up and 97 work orders were completed.

Mr. Livingston advised someone is coming tomorrow to fix the diving boards. He is supposed to meet that person at 1:00.

Mr. Deventae Mooney asked if Mr. Livingston has gotten an update on the doors for the depot and police department. Mr. Williams and Mr. Livingston reported the parts should come in about a week and work will begin then. Mr. Carles Collins asked what would be done at depot where the door isn't level. Mr. Williams and Mr. Livingston said it will be framed before the door is put in. Mr. Williams advised he is waiting for a quote from Lonesome Pine Locksmith.

Mr. Mooney said the stage has been mentioned but he would like to see the brick sidewalks cleaned as well.

Mr. Still asked if the eagle can be put back out before July 4th. Mr. Livingston said yes.

Mr. Kiser advised the trees that were dying in town are looking a little better but there are two choices. He said trying to revive the trees is one choice and replacing them is the other choice. He said he would like to get a forestry person or someone who knows about the type of problem the town is having with those trees to come in, look at them and make suggestions. He asked that someone be lined up in the next week or so to see if the trees can be saved or not.

Ms. Still reported there has been a problem at the pool. She said it has happened twice. She said on Sunday the pool was lime green. Ms. Still advised the electricity was turned off. It was turned back on and then on Monday it was off again. She said cameras are needed up there; she said she is wondering if the padlocks need to be changed because she doesn't think the fence is being climbed. Mr. Livingston advised them to start locking the door. Ms. Still advised she has asked the police department to start patrolling daily and in the evenings up there. She said the Little League must be having problems as well because they have asked for police to patrol at night.

The Lane Group

There was no representative from The Lane Group present. Mr. Kiser said he would like to say The Lane Group did a very good job putting together the groundbreaking ceremony. He advised two state representatives, Delegate Wampler and Senator Pillion, were at that celebration and all council members were there as well. He said it was a very informative and a good event. He said the town got good coverage on tv too.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$1,104,280.70 as of 5/20/2022. She reported outstanding checks in the amount of \$745,604.89, accounts payable due in the amount of \$19,137.96 and interim accounts payable in the amount of \$779,132.59. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$339,537.85. Ms. Sharpe advised this reporting included Water System Improvement Project deposit and check written.

Ms. Sharpe reported that the meeting minutes for April 25, 2022 workshop meeting and May 9, 2022 regular meeting minutes will be distributed along with June 13, 2022 regular council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$61.48 and today's deposit was \$4,588.77 making the total cash availability \$344,188.10.

Mr. Still asked if things had been straightened out with Paycom. Ms. Sharpe advised they are still working on it. She said everything has been keyed into Southern Software for payroll but general ledger entries have to be made to correct Mr. Williams' salary line item where the check was written to Miners Exchange Bank to pay Paycom. Mr. Williams advised the FUTA tax is still being held by Paycom. They are reluctant to refund it until documentation saying the town doesn't have to pay FUTA tax is given to them. He said he contacted IRS and requested a letter and received it today but it is the same thing he presented to Paycom with the exception of it being on an IRS letterhead. He advised he is waiting on a response from Paycom.

Attorney Report

William Sturgill, Town Attorney, advised he doesn't have anything specific to report tonight.

New Business:

Old Business:

- A. FY 22-23 Budget Review – Mr. Williams reported the changes discussed at the last meeting reflect in the budget he presented tonight. Ms. Still asked if the salaries have been corrected as well. Mr. Williams said yes.

Mr. Mooney reported numbers that weren't consistent with what were discussed to be changed at the last meeting. Mr. Williams made those corrections tonight.

Council constructively reviewed other changes that were made during the last meeting to make sure those changes reflected in the budget presented tonight. Mr. Kiser asked that Lay's be added to the budget to receive \$5,000.00 each year. Mr. Mooney said a vote doesn't have to be done to add a line item. He said it will be voted on during the actual approval of the budget. Mr. Sturgill agreed.

Mr. Mooney asked if Mr. Williams has gotten someone to look at the fire department and police department to see what needs repaired. Mr. Williams advised he asked The Lane Group to give him a letter on how to properly ask for contractor bidding. He said he has that letter but doesn't have everything together yet. Mr. Mooney asked if anything would have to be added to the budget since those repairs will be done using ARPA funding. Council agreed nothing would have to be put in the budget. Mr. Kiser asked if anyone had checked the MEOC building. Mr. Williams said he would to have the general contractor look at that building as well.

Ms. Still asked if wire can be put on the rafters at the stage to help stop the bird problem. Mr. Livingston reported it was put up there once before and somehow it was ripped out. Ms. Still asked if soffit would work. She said she would like to see something put there to stop the bird problem. Mr. Collins said it might could be done with plywood. Ms. Still said sometimes closing areas off causes moisture problems.

Mr. Kiser reported problems at the stage and rally shack. He said if those buildings aren't stained or painted the town is going to lose both of them because wear from the weather can be seen on them.

Mr. Mooney asked how the bidding process works. He asked if contractors will come in and tell the town what is needed. Mr. Williams said his understanding is that they will come in and look at the buildings to determine what needs to be done. He said some contractors won't even come out to do an estimate without money being paid up front and some is not refundable.

Police Department

Mr. Scott Brooks, Police Chief, arrived late and advised he doesn't have anything new to report. He said he would like to discuss some concerns he has about the police cars. He said since council decided not to go with Enterprise he is concerned because the vehicles have high mileage, one is in the shop and has been there three weeks, one has both tie rods out that need replaced and another car has an exhaust problem and parts have been ordered for quite some time for it. He advised the police department is pretty much down to two cars and one of those two cars is one that he drives himself. He said he is willing to leave that car at the police department but said all the cars are becoming rattletraps and are potentially unsafe. Mr. Brooks reported he has reached out to three dealerships for quotes and has received only one back. He said he would like council to reconsider letting the department get two cars and let them get three instead. Mr. Williams advised Mr. Robert Hilt and Mr. Jason Harter suggested Mr. Brooks contact them about funding for vehicles using USDA Grant funding. Mr. Williams said there might be funding for more than one vehicle.

Mr. Kiser asked if there is a problem with vehicles being run all night. Mr. Brooks said no. He said the only time they are running while idling is when they are downloading video. Mr. Mooney asked if the police department is still doing regular business checks. He advised a business owner had said he hasn't received a business card in a while. Mr. Brooks reported they are still doing the checks and he needs to order more cards.

Mr. Kiser said signs need to be put up at the park saying it is closed. He suggested Mr. Sturgill, Mr. Williams and Mr. Brooks get together and discuss the type of signs that need to go up. Mr. Brooks told Mr. Sturgill that the problems at the park are those who are probably homeless. He advised they have tried to assist by getting them into a homeless shelter, etc. He said they have about three individuals who are hanging out at the park and families are afraid to go because these people are there and they are laying on the picnic tables or whatever. Mr. Kiser said he had called Mr. Brooks because he lives near the park and was in his office with the windows closed,

a fan going and heard the most God awful group of profanity coming from someone at the park. He advised when it is that loud and that far away something needs to be done. Mr. Brooks said this particular gentleman has been told not to trespass and that he will be charged with trespassing if he is caught back at the park. He asked Mr. Sturgill if that was okay to do. Mr. Sturgill said yes. Mr. Kiser said signs need to be put up at the park in Bondtown as well.

Mr. Kiser asked how the academy guys are doing. Mr. Brooks advised they are doing great, doing a good job.

Ms. Still told Mr. Brooks about what has been happening with the power being turned off at the pool. Mr. Brooks asked if she is sure it hasn't been accidentally turned off. She said nobody would be turning it off accidentally because of where the switch is located. She said it is in the filter room. Mr. Brooks said he will have his guys patrol more at the pool.

There was no reason to enter into closed session.

Council Comments and Concerns:

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

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

Joe Still – Mr. Still said he appreciates everybody doing their thing; it is working good. He said thank-you.


Sharon Still – Ms. Still said she couldn't thank Jeff and his crew enough for all the hard work they do. She said she is keeping the slush puppie machine up and running. She said she appreciates them very much. She said to everyone else who works so hard behind the scenes that nobody ever sees she appreciates all of them. She thanked the police department for every bit they do and Mr. Sturgill, who never has anything to say anymore, which she is kind of glad of. She said the mayor talked very nicely the other day. She said she appreciates Mr. Mooney too. She thanked Jimmy for putting up with her but after getting the pool up and running she won't bother him anymore.

Jeff Kiser – Mr. Kiser ditto to everything everyone said. He said he wanted to reiterate that the groundbreaking ceremony was very successful the other day. He said he had an opportunity to meet Delegate Wampler for the first time. He said it was a very good meeting. He advised Senator Pillion has been a really good friend for a number of years and both he and Mr. Wampler are both friends to The Town of Coeburn. He said he appreciates everything they do for the town and everything they do for the commonwealth itself.

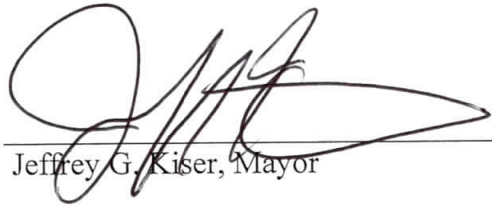
Adjournment:

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