

Council Minutes
Special Called Meeting
June 27, 2022 - 6:30 p.m. – 502 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 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:

Mayor 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

There was no representative from the fire department present.

Police Department

Mr. Scott Brooks, Police Chief, had nothing new to report. Chief Brooks said he has been speaking with Town Manager, Jimmy Williams, about patrol cars and information needed for grants. Deventae Mooney asked Mr. Brooks if he had questions about personnel. Mr. Brooks said that there was a question if an employee could donate part of their raise to another employee/employees. Mr. Will Sturgill said it's not illegal but it complicates things and makes for awkward situations.

Town Manager

Mr. Jimmy Williams, Town Manager, gave an update on replacing the awnings on the MEOC building and Lay's building, and is in the process of talking with the local business owners to see if they will be interested in replacing their awnings at the same time as the town. Mr. Mooney is hoping that the more awnings purchased the lower the price will be and to make sure any business

interested is included. Mr. Kiser is concerned the price will continue to rise as a decision is made. There is a 15 day guarantee on the current quote.

Mr. Williams gave an update on the sewer line work going on behind the police department and the Family Dollar Store. The problem was more extensive than previously thought and Mr. Williams will have a price for the work tomorrow. The original quote did not include the additional work. Mr. Williams is checking on emergency funding for the project. Mr. Jeff Livingston gave an update on what work has been done thus far and how roots have damaged the pipe.

Mr. Mooney asked Mr. Williams if he has submitted the grant paperwork for the 2 resolutions that were voted on at the last meeting. Mr. Williams said the information has been submitted verbally to start the grant application process. Mr. Mooney asked for copies of the grant paperwork to be sent to Council when it is submitted for the grant. Mr. Mooney asked if anyone knows the process to access Rural Development funds for vehicles, and stated that it needs to be looked into as an option. Ms. Still would like to know what funds are available and what they can be used for.

Brain Freeze and Chalee Food Fair will be set up before the 4th of July. This led to a conversation about power usage, taxes, and business licenses that will have to be dealt with at a later meeting.

Mr. Kiser requested that Mr. Williams get road closures for the July 4th road closure 5pm-7pm and for the July 9th Jeep Show 4pm-10pm. Mr. Kiser gave a list of things that need to be done before July 4th.

Mr. Brooks said the Police Department has been patrolling the park and stage area and also doing business checks at night. There was a discussion about signs at the park with a closing time and dealing with vagrants.

Ms. Still is asking that a dusk to dawn light from Old Dominion Power Company be put up at the swimming pool.

Mr. Williams is in the process of working with VDOT to identify if a water culvert that sits in the road belongs to VDOT or the town. Mr. Williams would like this information to be put into writing.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, said that the new slide was installed at the swimming pool. Public Works installed new lights behind the depot, and repaired leaks on Odle Hill and Front Street East. The sewer was jetted on Emerald Street and a cleanout was installed. The drain at the swimming pool was ditched. A tree had fallen at the park at Bondtown in the recent storm and was cut up and cleaned up along with some brush from the water tank, Meadow Street, and the mini park. A new toilet was installed at Town Hall. Sewer lines were tapped on Lincoln Street. There was an 8 inch water line repair at Flatwoods. Mr. Livingston checked with Kurt Osborne from VDOT about the road near the church on Brook Street. Mr. Osborne said VDOT's responsibility ends at the end of the asphalt. Mr. Kiser asked if the tree had been taken care of at Ringley Park; Mr. Livingston said it was.

In the past, an agreement was made with a family and Council that the town would clear the road to the cemetery in Bondtown. Mr. Kiser asked that Mr. Livingston mow the road to the cemetery in Bondtown to allow access for the family for the 4th of July. Mr. Livingston said the tractor was down, but maybe he would be able to raise the decks on the mower and be able to cut the grass. Mr. Mooney said to not tear up the mowers, just say that the tractor is down. Mr. Kiser suggested to use weed eaters, and maybe see if the crew from Camp 18 can help.

Lane Group

There was no representative of the Lane Group present.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported that the total accounts payable due are \$14,416.03. Ms. Sharpe reported interim accounts payable in the amount of \$1,943,603.43. The June 13th Public Hearing Minutes and Regular Meeting Minutes will be distributed along with the July 11th Council Packets. The posted cash balance as of this morning was \$1,210,157.48. There was \$921,835.82 in outstanding checks. This leaves a balance of \$273,905.63. After reports were prepared, there was an additional deposit of \$6,029.36 making the total cash availability \$279,934.99. Accounts payable, outstanding checks, and the cash balance all include deposits and checks for the water system improvement projects.

Ms. Still asked if the town has received the next installment of the ARPA fund. Mr. Williams hasn't heard anything, but anticipates it coming out within a month.

Mr. Mooney asked if the town was being reimbursed for the PSA consolidation study. Mr. Williams advised that the town has received reimbursement. Mr. Williams is requesting a copy of the report. Mr. Kiser said there is a push for regionalized water and sewer systems and he thinks the town needs to maintain control of their own water and sewer system.

Attorney Report

Mr. William Sturgill, Town Attorney, distributed some ordinances for review. The court has modified the way restitution is handled. Restitution is paid to the state unless the town has an ordinance in place that corresponds with state code in order for the town to collect those fines. Mr. Sturgill has looked at ordinances from other counties to see what would best suit Coeburn's needs. Police Officers will need to know when to apply state and local codes. Plans were made to advertise a Public Hearing and to put it on the agenda for the next meeting.

New Business:

- A. Approval FY 22-23 Budget –Mayor Jeff Kiser made a motion to approve the FY 22-23 Budget. Sharon Still seconded the motion, which resulted in all Ayes.
- B. Approval FY 22-23 Increased Utility Rates – Mr. Deventae Mooney made a motion to approve the Utility Rates as presented at 5% in town and 6% outside of town. Ms. Sharon Still seconded the motion. A roll call vote resulted in all Ayes.
- C. Approval FY 22-23 Personnel Document – Mr. Deventae Mooney made a motion to approve the FY 22-23 Personnel Document as presented. Sharon Still seconded the motion. A roll call vote resulted in all Ayes. Mr. Deventae Mooney asked Mr. Jimmy Williams to share this information with all department heads once approved.

Old Business:

There was no old business to report.

Jeff Kiser made a motion to enter into closed session in accordance with Virginia Code §2.2-3711(A1) to discuss Town of Coeburn personnel and §2.2-3711(A8) to consult with legal counsel pertaining to specific legal matters. Sharon Still seconded the motion, which resulted in all Ayes.

Closed Session

Immediately following closed session, William Sturgill, Town Attorney, read the “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 in all Ayes.

Deventae Mooney made a motion that effective immediately only department heads are allowed to take town vehicles home. Department heads must live within 5 miles of the Town of Coeburn. Sharon Still seconded the motion. A roll call vote resulted in all Ayes.

Deventae Mooney opened discussion about scheduling the Reorganizational Meeting. Jeff Kiser made a motion to have the Reorganizational Meeting for Coeburn Town Council July 1, 2022, at 1pm. A vote resulted in all Ayes.

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 his fellow council members for the work they do and the diligence in taking care of town business.

Sharon Still – Ms. Still said she appreciates every working person that works to benefit our town. Ms. Still said there had much positive feedback on the Veteran’s banners that are displayed in town. She also thanked everyone who helps out at the pool. Ms. Still also thanked William Sturgill for all his work.

Jeff Kiser – Mr. Kiser said July 4 is celebrated on July 4th in the Town of Coeburn and gave a rundown of the schedule of events.

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