

**Council Minutes**  
**Workshop Meeting**  
**September 26, 2022 - 6:30 p.m. – 502 Front St. E, Coeburn, VA**

**Attendees:**

Upon roll call, the following council members were present: Deventae Mooney, Sharon Still, Carles Collins and Joe Still. Jeff Kiser was absent. Cathy Sharpe - Clerk/Treasurer, Jimmy Williams - Town Manager, 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. Deventae Mooney.

**Public Expression:**

There was no public expression.

Public expression was closed.

**Approval of the Agenda:**

Mayor Deventae Mooney made a motion to add under New Business (A.) Petition to Destroy Town Records to the agenda. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

Mr. Deventae Mooney made a motion to add under New Business (B.) DHCD Meeting. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

Mr. Deventae Mooney made a motion to accept the agenda as amended. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

**Reports:**

Fire Department

There was no representative from the fire department present. Ms. Sharon Still informed council that the Spooktacular Trunk or Treat will be on October 31<sup>st</sup>. She said Jeepers Creepers Trunk or Treat will be October 22<sup>nd</sup>.

Police Department

There was no representative from the police department present.

## Town Manager

Mr. Jimmy Williams, Town Manager, reported he has gotten additional quotes on the awnings. He said Bristol Sign quoted a price from another company they use. The new quote is \$16,000.00. That is \$10,000 less than the previous quote. The materials and quality are the same as the previous quote. Mr. Williams advised he is working on contacting the businesses to see if they are interested in the awnings.

Mr. Williams also reported he has been reviewing code sections dealing with nuisances and homes that are not being taken care of. Mr. William Sturgill, Town Attorney, said the code violations will probably have to be dealt with on a case-by-case basis. Code violations dealing with blighted buildings will have to be dealt with by Wise County Building and Zoning. Ms. Still said the town needs one up to date file with the ordinances in it so they can be accessed easily. Ms. Still also said that the town ordinances need to be filed with the county. Mr. Sturgill agreed that the ordinances need to be filed with the county. Mr. Williams reviewed the ordinance concerning mobile homes. Mr. Joe Still stated that it takes four mobile homes to make a park. The ordinance needs to address the moving in and moving out of mobile homes in a trailer park operating as a business; it is currently only addressing rebuilding damaged property and expanding the trailer park. Ms. Still asked if trailer parks are paying business license fees and if they are not, they should be. Mr. Mooney asked Mr. Williams to ask the Town of Wise if they charge business license fees for trailer parks. Mr. Sturgill feels that all these details need to be spelled out in an ordinance. Mr. Mooney asked Mr. Sturgill to work with Mr. Williams on an ordinance.

Mr. Williams informed council that beginning October 1<sup>st</sup>, the town will be receiving Transient Occupancy Tax on the lots at the Campground that are in town limits.

Mr. Williams reported he is meeting with a new wifi provider that offers no data cap and the town would receive \$5.00 for each customer that signs up. He said he also has been working on quotes for the computers at town hall. Ms. Still asked Mr. Williams to include the police department in the quote if the computers are old and need replaced.

Mr. Williams informed council that the town has one salt spreader and one has been ordered. He said twenty-five tons of salt has been ordered for use this winter.

Mr. Mooney asked about the railing around the fountain. Ms. Still said that there is not a minimum railing height requirement the town needs to go by for the fountain, and that the railing should be taken down; maybe it can be sold or repurposed. Ms. Still asked Mr. Williams to look at new railing options. Mr. Williams said he would see if the old fountain was able to be refurbished and if not, he will be looking at other fountain options.

Mr. Williams asked if council would allow him to call a professional to remove trees on Ball Street. Ms. Still said she knows someone who could do the work and they are licensed and bonded.

Mr. Mooney informed Mr. Williams that the free Farmers Market for Children may be contacting him to have the market at the depot building during the cold months.

Mr. Williams said that the Virginia Workforce would like to have the town gather employers and have a job fair at the depot on October 7<sup>th</sup>. Mr. Mooney informed council that the Sheriff's office is using the depot for a Domestic Violence Program on October 22<sup>nd</sup>.

Ms. Still asked about the status of the no loitering signs. Mr. Williams said those signs are being made right now. Ms. Still asked if people were responding to having the delinquent list published in the paper. Mr. Williams said there has been some response.

Ms. Still asked about the roof at town hall and if the fire hydrants that did not work had been painted black. Mr. Williams said those things have been taken care of. Mr. Still asked about the water line project. Mr. Williams reported the contractors are pressure testing the lines right now. Ms. Still asked if Mr. Williams has found police cars yet. He said he would be able to start that process after October 1<sup>st</sup>.

### Public Works

Mr. Jeff Livingston, Public Works Superintendent, was not present during this part of the meeting. Mr. Williams informed council that public works fixed an 8 inch water line over the weekend. Mr. Williams said that public works will need some new road closure signs.

Mr. Mooney asked Mr. Williams to work with Mr. Livingston to present council a schedule of routine maintenance around the town.

Mr. Williams informed council that new baby swings have been ordered for the park. Ms. Still advised the park needs mulch and the new equipment for the park needs to be installed. Mr. Mooney said he would like to see the park planning come together over the winter. Mr. Still asked council if they felt that Brian Markham, Water Plant Supervisor, should give a report during the council meeting. Mr. Markham said that he could do that. Mr. Mooney said maybe that report could be done during the time Mr. Livingston gives his report for public works.

Mr. Livingston came in later in the meeting and gave his report at this time. Mr. Livingston reported that public works has pressure washed the bridge, fixed sewer and water issues on Centre Street and put the fence around the fountain.

Mr. Livingston reported public works also fixed a ¾ inch leak, repaired an 8-inch line and leaks on Wilson Street, High Street, Litchfield Street, Flatwoods, Fourth Street, Fawn Lane, Devils Path and Flatwoods Road at the junkyard. He reported sewer lines were jetted on Beech Avenue and Meadow Street, a sewer tap was installed on Schoolhouse Hill and a drain was repaired at the mini park.

Mr. Livingston said public works replaced boards on the back of the depot, put padlocks on the depot, replaced the fire hydrant by the Cultural Arts building and completed 375 work orders.

Mr. Livingston said the Job Corp will be coming to do electrical work and replace the lights on the bridges.

Mr. Mooney asked Mr. Livingston if the trash had been picked up on High Street and if the branch had been removed from Second Street. Mr. Livingston said the trash was removed and the branch is on the things to do list. Mr. Mooney asked Mr. Livingston to get council a maintenance schedule so council is aware of how often routine tasks are performed.

Mr. Mooney informed Mr. Livingston that the Primary School Pumpkin Contest will be judged the 21<sup>st</sup> and public works will need to come and pick those up and put them throughout the town.

#### Lane Group

There was no representative from The Lane Group present.

#### Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$309,944.31 as of 9/23/22. She reported outstanding checks in the amount of \$125,758.84, accounts payable due in the amount of \$42,190.52 and interim accounts payable in the amount of \$157,995.64; this amount includes checks for the Water System Improvement Project. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$141,994.95.

Ms. Sharpe reported that the meeting minutes for September 12, 2022 special called meeting and September 12, 2022 regular meeting will be distributed along with October 11, 2022 regular council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$7,067.72 and today's deposit was \$453.13 making the total cash availability \$149,515.80.

#### Attorney Report

William Sturgill, Town Attorney, said he would give his report during closed session under (A8).

#### **New Business:**

- A. Petition for Destruction of Records - Ms. Sharpe presented council with a list of records that are no longer needed at town hall.
- B. DHCD Meeting - Doug Jackson, DHCD, will be hosting a meeting October 17<sup>th</sup> at 6 PM to have a conversation with the people in town to discuss efforts to revitalize the town.

**Old Business:**

There was no old business to discuss.

Mayor Deventae Mooney 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. Ms. Sharon Still seconded the motion which resulted in all Ayes

**Closed Session:**

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 in all Ayes.

There were no actions resulting from Closed Session.

**Council Comments and Concerns:**

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

Joe Still - Mr. Still had no comments or concerns

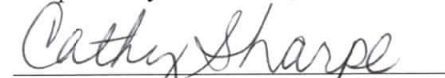
Sharon Still - Ms. Still thanked everyone for the work they do. She said she is glad to see Mr. Livingston present and feeling better and is glad to see Mr. Williams’ arm is moving. Ms. Still appreciates the citizens that come out and that call and let council know what is going on in their world.

Deventae Mooney - Mr. Mooney agreed with Ms. Still. He thanked the town employees, administration, council members and citizens for all they do to make Coeburn; Coeburn

**Adjournment:**

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

Respectfully Submitted,

  
Attest: Cathy Sharpe, Clerk

  
Deventae Mooney, Mayor