

Council Minutes
Regular Meeting
December 12, 2022 - 6:30 p.m. – 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, all members of council were present. 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. Reverend Steve Baker, Coeburn Presbyterian Church, gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Jeff Kiser.

Public Expression:

Mr. Danny Maine, 728 Virginia Avenue NE, advised he is concerned because his water pressure has been very low since the water line project began. Mr. Maine said he has had Funk Drilling come and look at his water line and his pump. He said there is 52 pounds of pressure at the meter and only 10 at the pump under his house. Funk Drilling told Mr. Maine the pump could burn up at that amount of flow. Mr. Maine said he has been experiencing this problem for two or three weeks. Mr. Jimmy Williams, Town Manager, said that area is still having lines replaced. Mr. Deventae Mooney asked Mr. Maine to monitor the situation. He said if the pressure is still low after the lines are completed to be sure to let Mr. Williams know.

Public expression was closed.

Approval of the Agenda:

Deventae Mooney made a motion to add under New Business (C.) - Setting a date and time for the reorganizational meeting. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

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

Reports:

Fire Department

There was no representative from the fire department present. Council was provided a report in their packets.

Police Department

Mr. Ryan Gardner, Captain, gave the report for the police department for the month of November. There 584 total events. Captain Gardner gave a summary of these events.

Mr. Gardner advised that the server has been installed and updated and the body cam footage can be uploaded wirelessly. He said the new cars will have wireless capabilities as well.

Mr. Jeff Kiser asked Captain Gardner how park patrols are done. Mr. Gardner said those patrols can be walk through or drive by and are done randomly during the shift. Mr. Kiser reported he spoke with Officer Brickey about strange movement at the park and asked Captain Gardner to speak with him for more details.

Ms. Sharon Still asked if the time clocks are being used. Mr. Gardner said the clocks are being used and will become a habit in time. Ms. Still said once the time clock use becomes habit it will be a timesaver.

Mr. Mooney said he noticed officers have been more visible. He asked Captain Gardner to continue to encourage officers to be more visible to the public. Mr. Gardner said one officer is about to graduate from the academy, two more were hired so that should help.

Mr. Kiser asked Mr. Gardner about an incident on Second Street that happened about a week ago. He asked if the people involved in the incident were identified. Mr. Kiser also asked Captain Gardner to speak to the homeowner regarding this incident.

Town Manager

Mr. Jimmy Williams, Town Manager, informed council that the trash truck is being painted right now and he is hoping to get it before Christmas.

Mr. Mooney asked if Mr. Williams has reached out to Raphael about the sidewalk project. Mr. Williams said he attempted to call and was unable to leave a voicemail. Mr. Mooney asked him to keep trying to reach him.

Mr. Williams said that the three police cars have been ordered and will probably be ready by April.

Mr. Williams said he has the title for the dump truck and will be going to the DMV to get tags for it.

Mr. Mooney asked if the contract with Lifecare was through the Board of Supervisors. Mr. Jeff Kiser asked to discuss that during closed session.

Ms. Sharon Still asked if the water project was finished. Mr. Williams said that it is nearing completion. He said there is some paving to do but most of the new line is in use.

Mr. Kiser asked what the plan is for the parking lot at the ballfield after the contractors are gone. Mr. Williams said it should be restored to its previous state.

Mr. Mooney asked if Mr. Williams has followed up on the LIHWAP program to help pay delinquent accounts. Mr. Williams said he had a meeting with them and is providing the information they requested on a weekly basis. Ms. Still said there is also a U card that Medicaid provides for paying water bills and suggested the town look into that to see if it's something that would help the customers. Mr. Williams asked if that is something that the customer should look into. Ms. Still said it is something new to look into. Mr. Kiser said that the customer should do their own research and bring it to the town.

Mr. Mooney asked if the new computers have been installed. Mr. Williams said as soon as there is some free time at town hall the computers will be installed.

Mr. Mooney advised he had a meeting at the Job Corp to discuss what the Job Corp has to offer and the options that can be utilized for the town. Mr. Williams was unable to attend. Mr. Mooney said there are 61 students at the Job Corp that live there full time. He said the purpose of the Job Corp is to train students and set them up in internships that will lead to full time employment. He said there is a perception that the Job Corp is for people with criminal pasts and there are no felons at the Job Corp. They are just students training for work. Mr. Mooney said the students can obtain their GED and job training there. He advised he has a list of things that the Job Corp will be able to do for the town.

Mr. Williams said he is still gathering information on the trailer park zoning. Mr. William Sturgill, Town Attorney, advised he has been reading over the zoning ordinances and said he hasn't come across a time frame; he did find information on pages 70, 71, 130 and 136 that is applicable on the zoning of trailer parks.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported that 475 work orders have been completed.

Lane Group

There was no representative from The Lane Group present.

Water Plant

Mr. Brian Markham, Water Plant Supervisor, said he had nothing new to report.

Mr. Joe Still asked if Mr. Markham could prepare a report comparing the amounts of chemicals used now compared to a selected point in the past. Mr. Markham said that the chemical use is recorded daily, weekly and monthly. He said to let him know what is needed and when.

Mr. Still asked if the water tanks are filling faster now. Mr. Markham confirmed that they are.

Mr. Markham said the plant will be completely up and running by the end of January.

Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$333,983.76 as of 12/9/22. She reported outstanding checks in the amount of \$85,423.83, accounts payable due in the amount of \$55,867.64 and interim accounts payable in the amount of \$465,737.68. This amount includes the Water Systems Improvement Project checks. After deducting the accounts payable due and outstanding checks, the reconciled balance was \$192,692.29.

Ms. Sharpe presented meeting minutes for November 14, 2022 regular meeting and November 28, 2022 workshop meeting.

Ms. Sharpe reported two additional deposits since reports were prepared for the meeting. Friday's deposit was \$7,275.18 and today's deposit was \$4,307.89, making the combined cash availability of \$204,275.36.

Mr. Jeff Kiser asked Ms. Sharpe what percentage of taxes have been collected. Ms. Sharpe advised she will have to run a report to check that information. She said she would have that information for the next meeting.

Mr. Deventae Mooney asked Ms. Sharpe to prepare a budget versus actual report for the next meeting.

Mr. Mooney asked Mr. Williams if the new signs have been received and installed. Mr. Williams said he had a question about the wording and the company sent him a sticker with alternate phrasing. Mr. Mooney asked Mr. William Sturgill to look at the wording and give Mr. Williams his opinion.

Mr. Kiser mentioned that the town funds seem to be much lower at this point in the year versus this time last year and reminded people to be fiscally conservative.

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

Sharon Still made a motion to approve the November 28, 2022 workshop meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes. Jeff Kiser abstained.

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

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

Mr. Mooney asked if Mr. Williams and Ms. Sharpe have discussed what to do now that the Truist branch in Coeburn is closing after the town had decided to open an account there. Mr. Williams said no new account has been opened at this point and he like feels it would be difficult to take the daily deposit to a bank in Wise. Mr. Kiser advised it would be prudent to leave the accounts where it is as Truist will be closed in a few months.

Attorney Report

Mr. William Sturgill, Town Attorney, already shared his information on zoning earlier in the meeting and said anything else he has will be discussed during closed session.

New Business:

- A. Moving Generator from Woodway in Lee County - Mr. Williams presented a quote from a contractor to move the generator from Woodway to the water plant. The total cost will be \$54,000. This includes moving the generator, labor, equipment, electrical and the bond to move the generator. Mr. Kiser said he would like to see an itemized list of the costs making up the \$54,000 quote. Mr. Mooney asked Mr. Williams to reach out to other contractors for additional quotes.
- B. Purchase of 2006 Chevrolet - Ms. Still suggested that Mr. Williams make a counteroffer if he feels the price is too high. Mr. Joe Still said that the owner is going to replace the windshield. Mr. Kiser, Ms. Still and Mr. Mooney all advised they are not in favor of buying a 2006 model truck due to the age of the vehicle.
- C. Setting a date and time for the Reorganizational Meeting - The first available date for the reorganizational meeting will be January 3, 2022 and will have to be a special called meeting as there is a regular meeting scheduled for January 9, 2022. Mr. Sturgill advised he will be unable to attend the meeting on January 3rd.

Jeff Kiser made a motion to have the reorganizational meeting on Tuesday, January 3, 2022 at 6:30 pm. Deventae Mooney seconded the motion, which resulted in all Ayes.

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 §2.2-3711 (A8) to discuss with legal counsel pertaining to legal matters. Sharon Still seconded the motion, which resulted in all Ayes.

Closed Session:

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 in all Ayes.

There were no actions resulting from Closed Session.

Council Comments and Concerns:

Carles Collins - Mr. Collins said he would like to see some paving being done. He said Norton is paving so the plant must be open.

Jeff Kiser - Mr. Kiser wished everyone a merry Christmas.

Joe Still - Mr. Still wished everyone a merry Christmas and said he appreciates everything that everyone does.

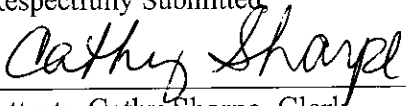
Sharon Still - Ms. Still thanked everyone for all their work during the parade, the Christmas Bazaar and the Home for the Holidays event. She said there have been lots of positive comments about the Home for the Holidays events and how gorgeous the town is. She said it takes the work of everyone to make these events happen and has been a positive thing. Ms. Still wished everyone a merry Christmas and happy New Year. She said she hopes everyone traveling has safe travels during the holidays.


Deventae Mooney - Mr. Mooney said he also heard a lot of positive comments on the Home for the Holiday events and parade. He said he enjoyed the town's Christmas dinner and wishes everyone a merry Christmas and happy New Year.

Adjournment:

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

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor