

Council Minutes
Regular Meeting
January 14, 2019 - 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees:

Upon roll call, all members of council were present: Russell A. Mullins – 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. Reverend Steve Baker from the Coeburn Presbyterian Church gave the invocation. The group remained standing for the pledge of allegiance led by Mr. Jimmy Williams.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

Jeff Kiser made a motion to add 2019/2020 budget process under (G) in new business. Deventae Mooney seconded the motion, which resulted in all Ayes.

Jeff Kiser made a motion to approve the agenda as amended. Mike Wright seconded the motion, which resulted in all Ayes.

Reports:

Town Manager

Town Manager, Russell A. Mullins reported that all six hundred meters ordered have been delivered and that two hundred of those meters have been installed. He stated that Star Branch Road easements have been drafted. Mr. William Sturgill – Town Attorney said there are some questions concerning a couple of these easements but the majority of them have been completed. Mr. Mullins advised that Mr. Jeff Livingston, Public Works Superintendent will start working on those January 15, 2019 in the afternoon. The afternoon will be the best time to talk to those people.

Mr. Mullins reported that the F350 truck is in the process of being repaired in house at a considerable savings to the town.

Mr. Mullins advised that DHCD had accepted that the audits are behind and they have given the town until December 31, 2019 to get those audits caught up.

Mr. Mullins stated that he had given Mr. William Sturgill – Town Attorney a copy of a permit violation where a house had been demolished leaving the debris there. He advised that there is also a litter problem on Sixth Street. He said he has contacted the County Administrator and Greg Cross with the Litter Control Department to try and get that problem under control. He stated that violations are still being issued for those types of problems and that the county takes care of these since the town adopted the county maintenance plan with Building and Zoning.

Mayor Jeff Kiser asked if the town can move forward with new applications, and other projects since the deadline will be December 2019. Mr. Mullins stated that this was for DHCD not VDH but as long as the town has a concrete plan to complete these audits and keep VDH updated everything should be fine going forward.

- i. Public Works – Jeff Livingston, Public Works Superintendent, reported that all the Christmas Decorations have been taken down. He advised that a leak on Trent Street has been repaired and sewer lines on Trent Street, Wise Mountain Road and Valleyview have been jetted. He reported that around two hundred meters have been replaced.

Mr. Livingston advised that the backhoe is repaired and the F350 truck is being put back together. Mr. Russell Mullins reported that the Chevy snowplow truck has been repaired and is now functional. He stated that with the backhoe and snowplow truck the town will be able to keep the roads clear if it snows.

Mr. Mike Wright asked when the other truck that is being repaired would be ready. Mr. Livingston said that it should be finished in about two weeks. Mr. Mullins said the issue with that truck is that the whole cab will have to be taken off to be able to pull the motor out.

Mr. Mike Holbrook asked about a deadline for getting meters installed. He asked if Mr. Livingston had any concerns with this deadline. Mr. Chris Mullins with The Lane Group said there is no deadline set in stone but that there is an unofficial deadline of four months to get the meters installed. He said he doesn't see any problems in the future unless public works is completed shut down.

Ms. Sharon Still asked how many fire hydrants no longer work. She specifically asked about a hydrant located behind Funk Drilling. Mr. Livingston said it is turned off because it is leaking but it would work if it is needed. Mr. Chris Mullins suggested that the hydrants that aren't working be bagged. He suggested that a bright orange trash bag be put on them to let it be known that they aren't functional. Council asked that the hydrant on Jefferson Street be replaced. Ms. Still stated that the town should check all the fire hydrants and make sure they work and if one doesn't there should be one close enough to the area to be used if it is needed.

- ii. The Lane Group – Chris Mullins, with The Lane Group stated that he met with the survey crew and the Downtown Sewer Replacement Project will be starting the field data. He asked if Mr. Russell Mullins could let the people in the area know that there will be survey crews in the area for the next two to three weeks especially in the Banner

area and the crew will be in yards. Mr. Russell Mullins stated he would put it in the paper and put it on social media.

Mr. Chris Mullins stated that he is very appreciative for the work that Mr. Russell Mullins and Mr. William Sturgill have done to meet the letter of conditions for the Water Replacement Project. He advised that nothing else can be done at this time because the government is shut down.

Mr. Chris Mullins reported that Mr. Jeff Livingston is working on the Star Branch easements and surveys are being done for the sewer. He advised that comments have come in for the Crab Orchard Project and that those should be addressed by the end of the week. He stated that a project needs to be started so the town will be eligible for future small grants.

Mr. Jeff Kiser asked that easements be completed so that phase II of the Meter Replacement can get under way. Mr. Chris Mullins said that easements are the hardest part of any project.

Treasurer

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$130,068.12 as of January 11, 2019. She reported outstanding checks in the amount of \$34,333.30, accounts payable due in the amount of \$42,952.21 and interim accounts payable in the amount of \$146,937.82. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$52,782.61.

Ms. Sharpe presented meeting minutes for the December 10, 2018 regular meeting and December 17, 2018 public hearing meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. These deposits totaled \$12,960.38 making the total cash availability \$65,742.99.

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

Mike Wright made a motion to approve the interim accounts payable as presented. Mike Holbrook seconded the motion, which resulted in all Ayes.

Mike Wright made a motion to accept the December 10, 2018 regular meeting minutes as presented. Mike Holbrook seconded the motion, which resulted in all Ayes. Ms. Sharon Still abstained.

Sharon Still made a motion to accept the December 17, 2018 public hearing meeting minutes as presented. Mike Holbrook seconded the motion, which resulted in all Ayes.

Police Department

Assistant Chief, Jimmy Williams gave the police activity report for the month of December 2018. There were 1,295 events that took place during the month. He gave a summary of these events.

Ms. Sharon Still asked who had the go fund me account for the fireworks. Mr. Jeff Kiser stated that the Coeburn Improvement Association has been working on the fireworks for the last three or four months. This coming July 4th celebration there will be an attempt to do fireworks. There are people who are interested in becoming certified to be able to shoot the fireworks. Mr. Hawkins has been looking at locations to be able to do the fireworks where it will be safe and meet all codes.

Fire Department

Chief Cliff Hawkins gave the fire department activity report for the months of November and December 2018.

Mr. Hawkins reported that he had spoken to Pyrotecnico, a group that does a training course to become certified for shooting fireworks. He said they usually do a course in March but a date hasn't been scheduled yet. Mr. Hawkins said that they can no longer have the course at the location that they usually have it. He stated that he had found another training company, Pyro Shows located in LaFollette Tennessee. He advised that this company has training scheduled for late March and early April. He reported that the training is free if the fireworks are bought from Pyro Shows. If not, the cost is \$100.00 per day per person for a two day class. He advised that a license to shoot has to be acquired through the State Fire Marshall's office. The license would require one to shoot shows under the direct supervision of a licensed shooter.

Attorney Report

William Sturgill, Town Attorney, reported that he has two resolutions drafted that were discussed at the November meeting. These resolutions were for Charlie McConnell and the Eastside One Act Play. He stated that these resolutions are ready; the dates just need to be put in. Mr. Deventae Mooney advised that he would ask if Eastside One Act Play could be done at the February 11th regular meeting. Mr. Mike Holbrook advised that he would check to see if Charlie McConnell could be present at the February 11th meeting as well.

New Business:

- A. Community Development Block Grant Urgent Need Project – This is a letter confirming that DHCD will allow the town to submit remittance requests with the expectation that audits will be submitted by December 31, 2019.
- B. DEQ review of the Southwest Virginia Regional Water Supply Plan – This letter is for council information.

- C. VRA Town Wide Water Meter Replacement Phase I Disbursement 1 – The first disbursement amount was \$6,288.00. Mr. Russell Mullins stated that other disbursements would be in the near future.
- D. Health Wagon Donation Request (item budgeted) – This is a letter for a request for a \$500.00 donation which is included in the 2019 budget.
- E. One Expired Planning Commission Seat – Mayor Kiser asked that Mr. Mullins advertise for that seat and forward any applicants to council so they can decide who to appoint at the February 11th meeting.
- F. Four Expired Zoning Seats – Mr. Mullins stated that he would advertise and forward any applicants to council so a decision could be made at the February 11th meeting.
- G. 2019/2020 Budget – Mayor Jeff Kiser stated that he has spoken to Mr. Art Mead about helping the Town of Coeburn with the budget process. He said Mr. Mead will not ask for compensation for the time he will put into the work but asked that the town take care of hotel expenses and mileage to and from Bluefield. Mr. Kiser asked that all departments give Mr. Mead full support and access to any information that he should need in order to aid in the budget process. This was made in the form of a motion by Mr. Jeff Kiser. Sharon Still seconded the motion, which resulted in all ayes.

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 (A.1) to discuss performance of Town of Coeburn personnel in all departments and accordance with Virginia Code §2.2-3711 (A.7) to consult with legal counsel pertaining to specific legal matters.

Closed Session:

Immediately following closed session, Cathy Sharpe, Clerk/Treasurer, 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.

Council Comments and Concerns:

Mr. Mike Holbrook stated that the minutes for the public hearing on December 17, 2018 needs to be amended because a mistake was made in those minutes. Mr. William Sturgill was not present at that meeting. Mr. Jeff Kiser made a motion to forego the original acceptance of those minutes and amend those minutes to reflect that the town attorney was not present at that meeting. Ms. Sharon Still seconded that motion, which resulted in all Ayes.

Mike Holbrook – Mr. Holbrook expressed his gratitude for all the employees for the work they done during the holidays. He said that everything has been cleaned up and the town looks great. He thanked everyone present at tonight’s meeting and thanked the visitors that came as well. He mentioned that the town had lost some good people during the holidays and that his heart goes out to the families. He thanked everyone for all they do.

Deventae Mooney – Mr. Mooney thanked the employees and the town council for all they do to make Coeburn a good place to live. He reminded everyone about losing some very important people in the community. He said he thinks the community truly suffered a major loss with Jim Wampler passing away as well as having Celebrate close. He felt that Celebrate was a huge part of Coeburn and that Jim and Kathy Wampler were always involved with as many things as possible. He said we will miss Jim but he hopes to get Kathy where she needs to be and continue to allow her to be involved with things in the town.

Sharon Still – Ms. Still said she couldn’t add anything to Mr. Mooney’s comment. She stated that she appreciates all the hard work that the employees do every day, all the work that council does in separate committees and what they do in the community.

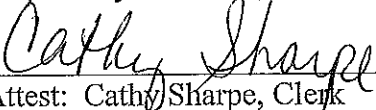
Mike Wright – Mr. Wright said he is thankful for everyone for everything they do for the town. He expressed his condolences to the families for the loss of some pretty great people in the community. He said to remember their families as well.

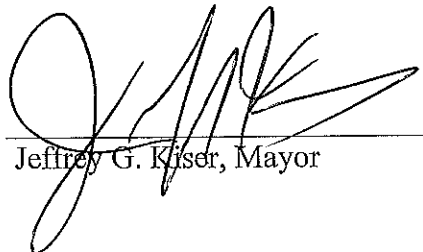
Jeff Kiser – Mr. Kiser said there has been a tragic time in the community. He said the community has been affected but the families have been more affected by the loss. His said his thoughts and prayers go out to those who have had a very rough Christmas season. He thanked the town employees across the board. He said Coeburn looked really good this year and he thinks the year coming will be good and that last year was good as well. He said to keep moving in the right direction.

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