

**Council Minutes**  
**Special Called Meeting**  
**February 25, 2019 - 6:30 p.m. – 502 Front Street E, Coeburn, VA**

**Attendees:**

Upon roll call, all members of Council were present. Cathy Sharpe – Clerk/Treasurer and William Sturgill – Town Attorney were also present. Town Manager – Russell A. Mullins arrived late and was in attendance for part of the meeting.

**Call to Order:**

Mayor Jeff Kiser called the meeting to order. Deventae Mooney 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:**

Vice-Mayor, Sharon Still made a motion to move (a) and (b) under new business to before reports. Mr. Jeff Kiser seconded the motion which resulted in all Ayes.

Mayor Jeff Kiser made a motion to approve the agenda as amended. Sharon Still seconded the motion which resulted in all Ayes.

**New Business:**

- A. Resolution Honoring Mr. Charles C. McConnell – Town Attorney, Mr. William Sturgill read Resolution 19-006 honoring Mr. Charles McConnell for dedicating many years and working numerous hours for the performing arts at Lay's Hardware. He has contributed to the artistic work of Lay's Hardware and in and around the Town of Coeburn. Mr. McConnell also served on the Coeburn Economic Development Board for many years. He has dedicated his own time and efforts to make the Town of Coeburn and surrounding communities a better place to live. The Town Council thanked Mr. McConnell for his years of dedication and efforts for improvements made to Lay's Hardware, the town, and the community.

Mr. Jeff Kiser made a motion to adopt Resolution 19-006 recognizing Charles C. McConnell for his service to the Town of Coeburn. Sharon Still seconded the motion. A roll call vote resulted in all Ayes.

Mr. Kiser told Mr. McConnell that he had gone beyond the call of duty for so long and he thinks the resolution honoring him should have happened a long time ago. Mr. Kiser stated

that Mr. McConnell was one hundred percent deserving of the honor. He thanked Mr. McConnell for years and years of service to the town.

Mr. Charles McConnell said that he is honored and greatly appreciates the resolution. He stated that he has done so much for the town because he loves it; it is a unique town and it is where he grew up, went to school and worked for more than thirty years. He said he wants to give back to the place that has been so good to him. He encouraged everyone to be a part in making the Town of Coeburn better.

Mayor Jeff Kiser reminded everyone that Mr. McConnell's family has also served Coeburn for a lot of years.

Mr. McConnell stated that he is blessed to be a resident of the great Town of Coeburn. He was applauded for the adoption of the resolution to recognize him for what he has done for the town.

- B. The Appalachian Mural Trail Presentation – Ms. Teresa Robinette stated that she is honored to be involved with a town that honors their artists the way Mr. McConnell was honored tonight. She advised that she is representing the Appalachian Mural Trail which was started about thirty years ago in Asheville. She said the reason she has gotten involved with the trail is because someone at the Ashville Museum told her that this area is not relevant artistically and she took it upon herself to make this area relevant.

Ms. Robinette stated that the greatest thing about being listed with the Appalachian Mural Trail is the constant publicity. She said the listing goes out to forty six different newspapers that post the information about the murals, the artists and the town. It goes out to all the Economic and Tourism Directors in the southeast. It has been expanded up into the Richmond area.

She advised that the cost to be listed with the Appalachian Mural Trail is \$150.00 per year.

Mr. Jeff Kiser made a motion to become members of the Appalachian Mural Trail at \$150.00 per year. Mike Wright seconded the motion which resulted in all Ayes.

## **Reports:**

### Town Manager

Town Manager, Russell A. was not present at the time the report was to be given. Mr. Mullins later reported that Star Branch Road easements were mostly completed. He said that there were a couple of issues with the large water project but he, Jeff Livingston and Town Attorney, William Sturgill are working on those. He stated that Bostic and Tucker will be setting up the first audit next week.

### Public Works

Jeff Livingston, Public Works Superintendent, reported that there had been a slide at Crab Orchard Road. The town helped the State Department with the slide on Sunday; a sewer line had to be repaired on the hill. The sewer line on High Street has been repaired also. The pump station at Food City had some problems but the pump has been repaired. There is a pump out on Cordertown Road; it needs to be checked. The fire hydrant for Jefferson has been delivered and should be installed one day this week.

Mr. Mike Wright asked about fire hydrant testing. Mr. Livingston stated that Fire Department Chief, Cliff Hawkins would be the person to take care of that testing.

Jeff Kiser asked that the remaining trash that was burned at the Little League Field be buried or hauled off. Mr. Livingston stated that it was on the list to be done.

Sharon Still asked about the stairs going up to the high school. Mr. Livingston said they had been taken care of.

Mr. Deventae Mooney asked if the trash dump had been taken back up to the track and baseball field, to which Mr. Livingston said they had been taken.

Mr. Mike Holbrook asked about a letter that Town Manager, Russell Mullins, had included in the council packets concerning audits and the pending by pass of current projects through the Office of Drinking Water. Mr. Kiser said that council needs to direct that the 15/16 audit be sent on to the auditors in order to get the process moving. He said that basically there is concern with funding going forward but an email states that the audits will not hold the town up for the upcoming water projects. They are pushing to get the audits completed as soon as possible. Mr. Kiser stated that a conversation with Ms. Sharpe leads him to believe that it will be closer to July 1<sup>st</sup> for having the 16/17 audits ready to be sent to the auditors. He thanked Ms. Sharpe for the extra work that she has been doing to get the bank reconciliations completed. Council agreed that these audits should be turned over to the auditors as soon as they are ready; progress should be shown.

Mr. Jeff Livingston reported that progress is being made on the easements for the Star Branch Project. He stated that The Lane Group is working on these as well.

### The Lane Group

There was no representative from The Lane Group present.

### Treasurer

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$141,506.51 as of February 22, 2019. She reported outstanding checks in the amount of \$101,174.02, accounts payable due in the amount of \$15,730.59 and interim accounts payable in the amount of \$72,334.22. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$24,601.90.

Ms. Sharpe stated that the February 11, 2019 regular meeting minutes would be distributed with the March 11, 2019 regular council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$3,326.46 and today's deposit was \$927.87 making the total cash availability \$28,856.23.

#### Police Department

Assistant Chief Jimmy Williams advised that he had applied for the Highway Safety Grant and is pushing for \$17,000.00. Mr. Jeff Kiser asked what the funds for this grant would be used for. Mr. Williams stated that it would be for equipment such as heavy lights, cones and speed bumps.

Mr. Kiser asked how many grants Mr. Williams had been able to get in the six years he had been at the police department. He stated around a total of \$200,000.00.

Mr. Kiser asked if the police department is looking to fence in the back lot behind the police department to which Mr. Williams replied yes. He stated that it would help to store vehicles instead of having to pay to have them stored. Mr. Kiser asked if the Boy Scouts might be able to use this lot to store some trailers that have camping equipment inside them. Mr. Williams said at this time they could but it is subject to change.

#### Fire Department

There was no representative from the fire department present. No report was given.

#### Attorney Report

William Sturgill, Town Attorney, report that all he had for tonight would be discussed in closed session.

#### Old Business:

- A. Budget – Mr. Art Mead had three documents he distributed to council. He asked that a meeting be scheduled in the Town Manager's office around 2 p.m. to 5 p.m. and invited Mr. Lester from the Coalfield Progress. The reason to ask for this meeting would allow Ms. Sharpe to pull records that are needed for the meeting.

In the first document Mr. Mead presented, he pointed out that there is a total of \$850,000.00 for payroll for the General Fund and the Utility Fund combined. The fringe benefits based on the history for three years is \$400,000.00. The combined overtime for the General Fund and the Utility Fund is \$50,000.00. These figures would make the overall payroll anticipated to exceed \$1.3 million which is roughly half the budget. If this document is adopted by council, it gives the governing body the ability to control the positions as far as what the compensation is for the positions; for example: if the police department has an

officer that leaves and that position is filled it takes away the ability to replace a \$12 an hour position and put in a \$16 an hour position without the approval of council.

The second document Mr. Mead presented was the expenditures past, present and future. The first column is for FY 17/18 and they are actual final expenditures, the second column is for FY 18/19 proposed budget expenditures and the third column is FY 18/19 year to date actual expenditures. \$1.1 million was the total expenditures for the General Fund for FY 17/18. The total expenditures for the Utility Fund for FY 17/18 was over \$1.2 million.

The third document Mr. Mead presented was revenues for the General Fund and the Utility Fund. The first part of the report was for the General Fund. Mr. Mead gave a summary of revenues for FY 17/18. The projection for revenues for the General Fund for FY 17/18 was \$1,117,802.00 and \$1,112,010.12 was collected. Mr. Mead gave a summary of Utility Fund revenues for FY 17/18. The projected revenue for the Utility Fund for FY 17/18 was \$1,344,729.00 and \$1,368,346.02 was collected.

A special called meeting was scheduled for March 16, 2019 at 11:00 a.m. at the Town Hall to go over the budget process.

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 2.2-3711(A.7) 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, 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.

There was no action resulting from the closed session.

#### **Council Comments and Concerns:**

Mike Holbrook – Mr. Holbrook congratulated Mr. Charles McConnell for the adoption of the resolution tonight. He stated that Mr. McConnell has been a huge asset to the Town of Coeburn for so many years. He is a great resource to rely on. He thanked Mr. Art Mead, council members and employees.

Deventae Mooney – Mr. Mooney thanked Mr. Art Mead for taking time to detail out and make the budget process easier.

Sharon Still – Ms. Still thanked Mr. Charles McConnell for all he has done and continues to do. She thanked all the council members, Art Mead, Mr. Livingston and all the town workers. She

appreciates that the police department is still on the job. She thanked Will Sturgill , the town manager and everyone else.

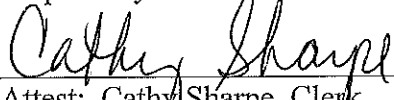
Mike Wright – Mr. Wright is thankful for Mr. McConnell. He said he certainly deserves to be honored tonight. He thanked Mr. Mead for picking on Mr. Holbrook instead of him and told Mr. Mead to keep up the good work. He thanked all departments for the work that they do.

Jeff Kiser – Mr. Kiser said that years and years of dedication to the town from Mr. McConnell is appreciated. It was special to recognize him for all he has done and it was also appropriate to recognize him for the Mural Project tonight. He told all departments to keep up the great work. He also thanked Mr. Art Mead.

**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