

**Council Minutes**  
**Workshop Meeting**  
**March 27, 2023 - 6:30 p.m. – 502 Front St. E, Coeburn, VA**

**Attendees:**

Upon roll call, the following members of council were present: Mayor Deventae Mooney, Vice Mayor Sharon Still, Carles Collins and Joe Still. Mr. 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:**

Mr. Jeff Collins, 202 Alfred Avenue NE, said he is concerned about the state of some of the properties in the town. He specifically mentioned the property on the left as you turn up Coeburn Mountain on the way to the pool. Mr. Collins feels that this is a safety and health issue and the town needs to pass ordinances to deal with these properties that are in disrepair or piled up with trash. Mr. Collins would like to see the town give him a solution to the problem. He suggested that the town update the website and have all the ordinances on the site. Mr. Collins said there are also issues with crime and he has had to go around Coeburn to find things that have been stolen from him.

Vice Mayor Sharon Still assured Mr. Collins that work is being done with Lenowisco to clean up these properties. She said there is a process that must be followed but the process is moving along. Ms. Still said she will get with Town Manager, Jimmy Williams, to get the ordinances on the website. Ms. Still also informed Mr. Collins that there is a Crime Prevention Meeting tentatively scheduled for April 6, 2023.

Ms. Shirley Cassidy, 704 Plum Avenue, asked that problems in the two trailer parks near her home be taken care of. She said these trailer parks are in disrepair. Ms. Cassidy is asking that the owners be contacted and have them straighten up the trailer parks. She said the area needs to be cleaned up. Ms. Cassidy stated that there are two windows that are loose in the Rally Shack, and they need to be repaired. She is also concerned that there has been no work done at Ringley Park to provide handicapped access for children with special needs.

Ms. Still assured Ms. Cassidy that the complaints aren't falling on deaf ears, but it is a tangled mess going through both local and state codes and informing homeowners/landowners of the need to clean up. Mr. William Sturgill, Town Attorney, said he is expecting a call from Mr. Jimmy McElrath from Wise County Building and Zoning concerning this matter.

Ms. Cassidy thanked everyone for all their time, work, and all they do for the town.

Public expression was closed.

### **Approval of the Agenda:**

Sharon Still made a motion to move New Business (A.) Historical Marker Dedication to before reports. Mr. Joe Still seconded the motion, which resulted in all Ayes.

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

### **New Business:**

- A. Historical Marker Dedication - Mr. Preston Mitchell reported the Town of Coeburn was the first town in the county to approve a Resolution supporting the Community Remembrance Project. He said it is now time to place the third and final marker, the Wiley Guynn marker. Mr. Wiley Guynn was lynched in Bondtown in 1902. With help from the community, the approximate location of the cell was found to be near the Bondtown Community Church. There is a tentative date set to install the marker on April 22, 2023. Once the marker is delivered, the date will be set, and the dedication ceremony will be held at 12 p.m. and will be followed by a reception. The Equal Justice Initiative will have literature available showing the work they do nationwide. Mr. Mitchell said he will invite people to the event and may even find some people who want to help with the clean-up event. Black in Appalachia will be on hand filming the event. Public Works will be installing the sign.

### **Reports:**

#### Fire Department

There was no representative from the Fire Department present.

#### Police Department

Captain Ryan Gardner did not bring a report but went over the purchases made with the \$212,000.00 grant that was awarded to the police department for purchase of law enforcement equipment. He reported the police department has purchased two Ford Expeditions and an Interceptor, six laptops with mounts for the cars, three new consoles for the vehicles, installation fees, emergency light package for the new vehicles, base station radios, a cage, push bumpers and exterior light fixtures for the Expeditions. Mr. Gardner said the cages will have shotgun holders, and six new shotguns have been purchased along with ten backup weapons. There were two new duty weapons ordered, six new car unlocking systems and new Stinger spike systems.

Ms. Still reminded Captain Gardner to keep the cars completely tobacco free. Captain Gardner said that has been discussed with the police chief. Mr. Mooney mentioned that the vehicles need

to be on a 30 or 60-day service schedule if they have to be taken to a dealership to keep up the warranty. He said after that the town will service the vehicles.

Ms. Still asked Mr. Gardner about the Crime Prevention Meeting. Mr. Gardner said he should hear something tomorrow and will inform everyone when he has the information.

### Water Plant

There was no representative from the water plant present. Mr. Jimmy Williams, Town Manager, reported there are still a few things to complete at the water plant. He said the roof of the building where the chemicals are stored needs to be replaced but there are no funds left to do so. Mr. Carles Collins asked what all work was done at the plant. Mr. Williams said there were new valves and tanks installed, new computer systems and cutting off the old line from the dam. Ms. Still said Mr. Chris Mullins with The Lane Group said that the town has the most up to date water plant in the area. Mr. Mooney asked Mr. Williams to see what the project fell short on and give an update with that information.

### Town Manager

Mr. Jimmy Williams, Town Manager, reported he has been working to update the town's website. He said the awnings have been ordered and AED's have been placed in buildings throughout the town. He said he is looking to schedule First Aid Training classes around May 8, 2023.

Mr. Joe Still asked the status of the vehicles the town ordered. Captain Gardner said that he will call to get a date and said the three he ordered includes delivery.

Mr. Deventae Mooney asked if Captain Gardner will be attending the taser training class. Captain Gardner said he will be attending.

Mr. Still asked about the trackers on the vehicles. Mr. Williams said they are no longer being used or paid for.

Mr. Mooney asked if Raphael has sent Mr. Williams any diagrams or pricing. Mr. Williams replied he has not.

Mr. Mooney asked if the toilet leak in the women's room has been repaired at the depot. Mr. Livingston said he thinks that it has been fixed.

Mr. Williams said the meeting with Invoice Cloud was rescheduled and should be March 28, 2023, at 2 p.m.

Mr. Still asked about flags for the flagpole at the depot. Mr. Williams said that new flags have been ordered. Mr. Mooney asked that Mr. Livingston pick them up and hang them tomorrow. Ms. Still asked that when the flags are ragged to please take them down and order new ones.

Mr. Mooney asked Mr. Williams to check on the pricing for the Ralph Stanley II sign for the Welcome to Coeburn sign this week.

Mr. Carles Collins asked if the whole flagpole on the hill needs changed or if the pully system could be changed. Ms. Still said replacing the pully system may be cheaper than replacing the pole. She said that the pole needs to be inspected to see what exactly is needed to fix it.

Ms. Still asked Mr. Williams when the budget would be ready. Mr. Williams said the majority of the budget is done, and he will have it by April 10, 2023.

### Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that the drains have been cleaned on Grant Street, the stove has been removed from the old Tiger Market parking lot, the drain at the kiddy pool was concreted, the back wall of the depot was repaired, and the manhole was repaired at Miners Exchange Bank. He said the heat pump was installed at the Lay's building. He reported eighty work orders were completed.

Mr. Carles Collins informed Mr. Livingston that there was a sign down on Kiser Avenue.

Mr. Livingston said he thinks that the state is in charge of Bluebell Hollow Road.

### Lane Group

There was no representative present from The Lane Group.

### Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$267,962.95 as of 3/24/2023. She reported outstanding checks in the amount of \$34,153.24, accounts payable due in the amount of \$5,116.23 and interim accounts payable in the amount of \$91,203.78. After deducting the accounts payable due and outstanding checks, the reconciled balance was \$228,693.48.

Ms. Sharpe advised that March 13, 2023, regular meeting minutes will be distributed along with the April 10, 2023, council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$1,314.04 and today's deposit was \$2,185.11, making the total cash availability \$232,192.63.

Mr. Mooney asked about the payment for the heat pump. Mr. Williams said the \$600.00 payment was for the heat pump installation at Lay's.

Mr. Still asked about the \$2,500.00 payment for the fire hydrant. Mr. Williams advised the town paid for the hydrant and was reimbursed for that payment out of the ARPA account.

Ms. Still asked about the magic box listed on the ARPA spreadsheet. Mr. Williams informed Ms. Still that the box is a type of flow meter.

Ms. Still asked about the payment for the signs funded by ARPA. There are three payments for signs. Mr. Williams said he would have to look back to see what payment goes with each set of signs.

### Attorney Report

William Sturgill, Town Attorney, reported he has a conference set up with Mr. Jimmy McElrath to discuss building and trailer park issues. Mr. Sturgill has been researching nuisance codes and is researching litter ordinances and seeing what provisions will need to be applied. Mr. Sturgill is looking into who is responsible for clean-up and recouping costs spent on it.

Mr. Mooney asked Mr. Sturgill to draw up a Resolution recognizing the student on the Forensics Team that won their division at the State Competition. Mr. Mooney said he will send Mr. Sturgill the information for the individual.

### **New Business:**

- A. Purchase of Pool Equipment - Mr. Williams said the installation fee is worth it for the pool filter, etc. He said he has found the same size sand filter for under \$10,000.00. Mr. Williams has stock numbers and has located the needed parts. He said he contacted R & F Electrical about a 10-horsepower pump. He reported the current pump is obsolete and has found a 20-horsepower pump for \$6,900.00. Mr. Williams advised these items will need to be installed and said some sand and pea gravel are also needed. He said he is also looking for a chlorine injector. Mr. Mooney said since tonight isn't a voting meeting, he would like to do a consensus to order the pool items.

Mayor Deventae Mooney called for a consensus to allow Mr. Jimmy Williams to go ahead and order what is needed for the pool, allowing a budget of \$45,000.00 in order to allow time to get the items installed before opening day. All council members present agreed. There will be a formal vote at the next meeting.

The pool will open Memorial Day Weekend, May 29, 2023. Paint will need to be ordered to paint the pool before opening day.

- B. Time and Attendance Policy - Mr. Williams advised he has made some changes to the personnel policy, and will go over those changes with Mr. William Sturgill. Mr. Mooney asked that Mr. Williams go over those changes with all department heads to make sure there are no issues. Ms. Still needed clarification about notifying supervisors about absences or tardiness and reviewed who was supervising each department.

### **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 performance of Town of Coeburn personnel and §2.2-3711 (A8) to discuss with legal counsel pertaining to legal matters. Ms. Sharon Still seconded the motion, which resulted in all Ayes.

**Closed Session:**

Immediately following closed session, Mr. William Sturgill, Town Attorney, 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.

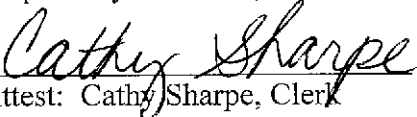
Sharon Still - Ms. Still had no comments or concerns.

Deventae Mooney - Mr. Mooney had no comments or concerns.

**Adjournment:**

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

Respectfully Submitted,

  
Attest: Cathy Sharpe, Clerk

  
Deventae Mooney, Mayor