

**Council Minutes**  
**Special Called Meeting**  
**August 28, 2023 - 6:30 p.m. - 502 Front St. E, Coeburn, VA**

**Attendees:**

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

**Response to Public Expression:**

There was no response to August 14, 2023, Public Expression.

**Approval of the Agenda:**

Sharon Still made a motion to move Old Business (A.) Road repair on Elm Ave to before reports. 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 Ayes.

**Old Business:**

- A. Road Repair on Elm Avenue - Mr. Mooney asked the representatives from Hinkle Environmental Services about the difference in cost between their bid and the bid from GSI. He expressed concern that the bid from Hinkle Environmental Services stated that the repair was for an area of 60 feet and the other bid quoted was for an area of 108 feet. Hinkle Environmental Services determined that the actual slide area is 60 feet; the other 48 feet is a steep slope that may require preventative maintenance. Town Manager, Jimmy Williams, asked if they could explain more about the pipe that will be put in the ground versus a vertical repair. Hinkle Environmental Services suggests a type of repair that they use in Tennessee, Kentucky, and Arkansas where 40-foot pieces of rail steel is drilled into

bedrock. This steel is used as a retaining wall to build structure under the roadway, then textile fabric is used to stop rocks and silt from impeding the waterflow. The repair is then filled with number 2 stone for good compaction and waterflow. GSI drills horizontally and both repairs will work. Ms. Still asked if there would be anything to protect the trailers that are near the slide area. The Hinkle Environmental Services Representative said the work they do to stabilize the road will keep the slide from encroaching on that property, and there will be measures taken to keep the area safe during the project. Mr. Mooney asked if the town would have to pave after the project is completed and the representative confirmed that paving is not included in the project quote. Mr. Williams will need to make sure all VDOT permits are in place for the project. Mr. William Sturgill, Town Attorney, asked if the company was licensed and insured and if there was a warranty on the work. The company is licensed and insured and there is no warranty, but if there is a problem with the work, repairs will be made.

Sharon Still made a motion to authorize Hinkle Environmental Services to repair the 60 feet of road for a projected quote of \$64,260.00. Joe Still seconded the motion.

A roll call vote resulted as follows:

Carles Collins - Aye  
Deventae Mooney - Aye  
Joe Still - Aye  
Sharon Still - Aye

### **Reports:**

#### Fire Department

Logan Jackson, Assistant Chief, informed Council that he would give a report at the next Council meeting after the month's end. Mr. Jackson said that if Council needed anything from the fire department to let them know and give them ample time to plan and not two days or a day notice. Mr. Jackson asked who the Emergency Services Coordinator is for the Town of Coeburn. Mayor Mooney said he would imagine the town manager is the Emergency Services Coordinator. Mr. Jackson said the fire department is as well and no one has the authority to allow outside agencies to come into the town unless the fire department requests it. Mr. Jackson said that anything that goes on in this town will be handled by the fire department and they need ample time to plan for those events. The events that occurred over the weekend have upset Mr. Jackson and the Coeburn Fire Department and they feel like it is a slap in the face to bring another fire department into the town that Mr. Jackson feels is untrained and has a truck that doesn't function.

Ms. Still asked if the fire department is planning for the Spooktacular. Mr. Jackson said that he is hoping to have a flyer ready by the second week of September.

Mr. Mooney reminded Mr. Jackson that the 2<sup>nd</sup> Annual Home for the Holidays event will be November 25, 2023. Mr. Jackson asked what the fire department needs to do other than make popcorn. Mr. Mooney said he is still planning the event and will let Mr. Jackson know.

### Police Department

There was no representative from the police department present. Town Manager, Jimmy Williams, said that he is trying to get an early payout on the \$212,000.00 grant the police department was awarded. He said Captain Gardner is working on getting all the necessary paperwork in.

### Water Plant

There was no representative from the water plant present. Mr. Carles Collins asked if PFAS is present in our water. Mr. Collins and Ms. Still have seen reports concerning PFAS in the water. Ms. Still asked Mr. Williams to find out if that is something the water is tested for and if it is present in the water. Mr. Williams said he would find out.

### Town Manager

Mr. Jimmy Williams, Town Manager, has been in touch with Raphael and said that he should be bringing the plans by soon.

Mr. Williams also handed out a list of board members that he has compiled. Mr. Mooney said that will give them a starting point.

Mr. Williams reported a CPR class is scheduled for September 9, 2023.

Mr. Williams said Mr. David Carter plans to work on the pool September 2<sup>nd</sup> and 3<sup>rd</sup>.

Mr. Williams said the deadline for the Virginia Mainstreet Paperwork was April 28<sup>th</sup>. He said the DHCD downtown revitalization grant deadline is October 28<sup>th</sup>. Ms. Still asked if the plans for the grant money will have to be included on the grant paperwork. Mr. Williams said there is a list of things to apply for. Mr. Mooney asked Mr. Williams to let Council know because the town doesn't want to lose this grant.

Mr. Williams informed Council that the fountain is installed and working. He advised that there was swimmer in the fountain, and that the fountain will need to be monitored.

Mr. Williams advised there is someone at the Job Corps that thinks that the hydrants can be repaired. If not, new hydrants will have to be purchased. Mr. Williams said that moving the hydrants will create additional issues. Ms. Still suggested talking to the school board to see if they would be able to help with the paving.

Mr. Williams informed Council that PSN is up and running. He said there are a few snags that are being worked out and he is in the process of getting the information out to the water customers. The information will be placed on the website and a card mailed to all customers. The Coalfield Progress is also going to print an article about the change.

Mr. Joe Still asked if Mr. Williams had contacted Boyd's Construction about paving the two roads and asked if this was something that could be done before cold weather. Mr. Williams said Boyd's will work until the plant shuts down around December.

Mr. Still would like to have the bridges stained before December. He asked Mr. Williams to have the bridges stained as soon as possible. Ms. Still said the bridges would last much longer if the wood was stained. Mr. Still said the bridges are so expensive to build and he would hate to see them go to waste by lack of maintenance. Mr. Williams mentioned that some planks on the bridge at the park need to be replaced as well.

Mr. Mooney asked about the work order done for Altoona. Mr. Jeff Livingston said that the homeowner has a leak on her side, is aware of the problem and will have it repaired.

Mr. Mooney asked if there has been any park equipment delivered. Mr. Williams said only parts to install them have come in. Mr. Mooney is going to call and check on a delivery date.

### Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that a 2-inch meter was installed at the carwash, the fountain has been installed downtown and 86 work orders have been completed.

Ms. Still asked if it would be better to use green cans with lids instead of the white cans to deal with the yellow jacket problem during events. Mr. Livingston said that it would be more inconvenient and expensive using the large bags. Mr. Mooney pointed out that the cans were for customers.

Mr. Still asked about installing black cloth around the public works storage area fence. Mr. Williams said that had not been forgotten; it will be done.

### The Lane Group

There was no representative from The Lane Group present. Mr. Mooney said Mr. Chris Mullins, The Lane Group representative, and the PSA were working to get a final price for the sewer. He asked Mr. Williams to reach out to Mr. Mullins for an update on that.

### Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$185,945.47 as of 8/25/2023. She reported outstanding checks in the amount of \$39,427.84, accounts payable due in the amount of \$19,596.02 and interim accounts payable in the amount of \$47,211.25. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$126,921.61.

Ms. Sharpe reported that the meeting minutes for August 14, 2023, regular meeting will be distributed with September 11, 2023, council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$496.29, and today's deposit was \$3,379.12, making the total cash availability \$130,797.02.

Ms. Sharpe informed Council that there are two small bank accounts she would like to discuss. She said the Special Events account has \$290.41. There has been no activity on this account for several years. The bank is ready to turn the account over to unclaimed property but has given Ms. Sharpe the option of transferring the money to another account or closing the account. There is also a Police Christmas Fund account with \$713.73 that will need to be dealt with as well. Mr. Mooney would like to see the Police Department account transferred over to the Restitution account. Ms. Still thought this was a good idea as well.

Sharon Still made a motion to allow Treasurer, Cathy Sharpe, to move the Police Department Christmas Fund money in the amount of \$713.73 into the Restitution Account. Deventae Mooney seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to allow Treasurer, Cathy Sharpe, to move the Special Events money in the amount of \$290.41 into the Redi Access account. Deventae Mooney seconded the motion, which resulted in all Ayes.

#### Attorney Report

William Sturgill, Town Attorney, reported he will address Council during Closed Session.

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, Ms. Cathy Sharpe, Clerk/Treasurer, 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 as follows:

Carles Collins - Aye  
Deventae Mooney - Aye  
Joe Still - Aye  
Sharon Still - Aye

Sharon Still made a motion to allow Treasurer, Cathy Sharpe, to open a Fire Department State Fire Fund account and to have Ms. Sharpe and Town Manager, Jimmy Williams, to be signers on the

account. The account will be opened with funds taken from the ARPA account. Mr. Joe Still seconded the motion.

A roll call vote resulted as follows:

Carles Collins - Aye  
Deventae Mooney - Aye  
Joe Still - Aye  
Sharon Still - Aye

**Council Comments and Concerns:**

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

Joe Still - Mr. Still thanked Ms. Cathy Sharpe and Mr. Jimmy Williams. Mr. Still said he thought Mr. Williams would have already ordered the forklift and thanked him for looking out for the town.

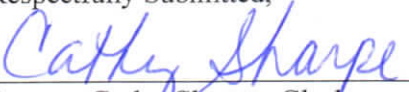
Sharon Still - Ms. Still thanked everyone for all the work that is done to keep the town running and moving forward. Ms. Still is hoping everyone can continue the work as we move into the holiday season and make it an awesome holiday season.

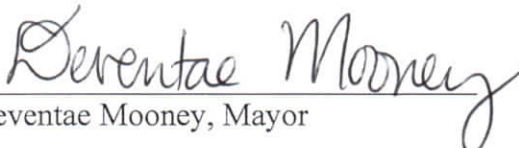
Deventae Mooney - Mr. Mooney had no specific comments but hopes that everyone is able to come out and enjoy the Rally in the coming week.

**Adjournment:**

Mr. 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