

Council Minutes
Regular Meeting
September 11, 2023 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, all members of council were present. Jimmy Williams - Town Manager, Cathy Sharpe - Clerk/Treasurer, and William Sturgill - Town Attorney, were also present.

Call to Order:

Mayor Deventae Mooney called the meeting to order. Brandon White, Pastor of Friendship Baptist Church, gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Mooney.

Public Expression:

There was no public expression.

Public expression was closed.

Response from Public Expression:

There was no response to the August 28, 2023, Public Expression.

Approval of the Agenda:

Vice Mayor Sharon Still made a motion to move New Business (A.) Resolution 2023-003 Flatwoods Job Corps Recognition to before reports. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Mayor Deventae Mooney would like to add to Old Business (A.) Update on Park Projects. Vice Mayor Sharon 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. Resolution 2023 -003 in Recognition of the Flatwoods Job Corps Service to the Town of Coeburn - Mr. William Sturgill, Town Attorney, read the Resolution into record.

Mr. Jeff Kiser made a motion to approve Resolution 2023-003. Ms. Sharon Still seconded the motion. Mr. Deventae Mooney expressed his gratitude to the Job Corps and thanked them for

completing so many projects around the town. Mr. Mooney also reminded them that Ms. Sharon Still would be presenting them with a check for \$500.00 as a donation to the Job Corps.

A roll call vote resulted as follows:

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

Immediately following the vote, Sharon Still presented the Job Corps with a \$500.00 donation from the Town of Coeburn.

Reports:

Fire Department

There was no representative from the fire department present. Assistant Chief Logan Jackson had contacted Mr. Mooney before the meeting to inform him that the fire department was looking into becoming a Non-transport First Responder Station. If the department is a Non-transport First Responder Station that would open them up to more grant money opportunities. Mr. Mooney asked Mr. Jackson to gather more information and present it to Council at the next meeting.

Police Department

Mr. Westley Swindall, Police Officer, gave the police department report for the month of August 2023. There were 856 total events. Mr. Swindall gave a summary of these events.

Council had no questions for the police department. Officer Swindall thanked Council for all their work and all they do for the department.

Water Plant

Mr. Brian Marham, Water Plant Supervisor, informed Council that the biannual flushing is coming up in October and the million-gallon tank will be cleaned in October. Mr. Mooney asked if the water tank was repaired. Mr. Markham said the Caudill Hill tank has been repaired.

Ms. Still asked for the date of the flushing. Mr. Markham said it would probably be in the third week of October. Ms. Still asked Town Manager, Jimmy Williams, to send out an All Call with the flushing information in it. Mr. Markham said the information is also put on the town's website and Facebook page.

Mr. Mooney asked if the project at the plant was complete. Mr. Markham said it was nearly complete. He said they are waiting for one part to finish up.

Mr. Carles Collins asked if the water line is bled off more often and if there are only one or two houses at the end of a line. Mr. Markham said it is, especially during the warm months.

Mr. Jimmy Williams asked Mr. Markham about the PFAS “forever chemicals”. Mr. Markham said samples have been taken and he is awaiting results. He said he is hoping the numbers will be low, because we are in such a rural area.

Mr. Joe Still asked if there was a difference in chemical usage since the town started using the new line. Mr. Markham said it fluctuates with the loss rate. He reported the current loss rate is around 50%. He said there will never be a time when there are no leaks. Mr. Collins asked how many miles of lines Mr. Markham would say need to be replaced. Mr. Markham said there are probably 15 or 20 miles of lines that need to be replaced. He advised all the galvanized lines need to be replaced.

Mr. Mooney said there have been complaints in Maytown about a loss of pressure after the leak repair at the pump station. Mr. Livingston said that public works had the pressure turned down and were planning on turning that back up tomorrow.

Town Manager

Mr. Jimmy Williams, Town Manager, said he is still working on the DIICD beautification grant. Mr. Mooney asked when the deadline is for that paperwork. Mr. Williams said the deadline is October 28th.

Mr. Williams contacted Boyd Construction and they were out of town on a project. He left a message for Mr. Boyd to call him back.

Mr. Williams is still waiting to hear from The Lane Group on the cost of the sewer project.

Mr. Williams said permits for the Elm Avenue project have been completed and he is waiting to hear from Hinkle Environmental Services about a start date.

Mr. Williams reported he spoke with the school board about the fire hydrants. He said the school board does not want the hydrants moved. The Job Corps is going to repair one and the other will need to be replaced.

Mr. Williams said the town received a bill from Superior Trucking for \$4,686.00 and he is requesting ARPA funds to pay that bill. Mr. Williams informed Council that the bill was for the dam that was needed for Kids Fishing Day. Mr. Jeff Kiser said that the Hawkins Mill Trophy Trout Stream agreed to come in and supply the fish and build the dam for \$1,750.00. He said somewhere along the line, the Town of Coeburn got involved in the building of the dam, incurring additional costs. Mr. Mooney asked how the town got involved. Mr. Williams said that he talked to Mr. Hamm from Hawkins Mill about the location of the dam. Public Works wanted to dam the creek where the dam had been in the past. Mr. Mooney said that the cost of this project should have been pre-approved before spending almost \$5,000.00, because that is above the limit for spending. Ms. Still asked Mr. Kiser to confirm that Hawkins Mill was supposed to do the dam.

Mr. Kiser said yes, that was included in the \$1,750.00 fee, and the town should never have been involved in the project. Mr. Williams said he contacted Hawkins Mill about the dam and said that the town may have gotten involved at that point. Mr. Mooney said this all should have been brought before Council for approval. Ms. Still said there is no choice but to pay the bill. Mr. Still said in the future, he would like to see the Coeburn Improvement Association approach Council with their plans and projected costs. Mr. Kiser said this is something the CIA had covered, until the town got involved. The \$1,750.00 was paid by the CIA and it included the fish and the dam. The dam was to be built with rock bags to hold back the water with no environmental impact to the stream or the adjacent land. Mr. Mooney asked if the necessary permits were obtained. Mr. Kiser said that the permits were obtained through Hawkins Mill and the Department of Wildlife. Mr. Still said that he would like to see all entities of the town inform Council of what their plans are. Ms. Still said that if that was the case, the town crew may not have gotten involved. Mr. Kiser said they were not needed, that everything was included in the agreement with Hawkins Mill and the CIA. Mr. Kiser reminded Ms. Still that she was on every group text of the CIA and all of Council is invited to every CIA meeting. Ms. Still said the issue was not with the CIA, but with the town taking over the project. Ms. Still feels that going forward with any project, everyone needs to be on the same page with what all is going on.

Sharon Still made a motion to pay the Superior Trucking bill \$4,630.00 with ARPA funds. Mr. Joe Still seconded the motion.

A roll call vote resulted as follows:

Carles Collins - Aye
Jeff Kiser - Aye
Deventae Mooney - No
Joe Still - Aye
Sharon Still - Aye

Mr. Mooney suggested that this be an example moving forward so that when an organization has a situation covered, the town needs to trust them to get the job done. Also, if the town needs to be involved, the issue will need to be brought before Council to inform them about the situation and the cost of any project.

Mr. Mooney asked if the CPR classes have been completed. Mr. Williams said that the first class had a good turn out and has been completed and he is waiting for the instructor to schedule the second class for the remaining people that need to be certified.

Mr. Williams said the school sent a request for a road closure for the Homecoming Parade on October 25th. Mr. Mooney asked if that paperwork had been submitted. Mr. Williams said it has not been submitted yet.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, informed Council that leaks were repaired on High Street and Altoona, the ditch was covered at the water plant, and a setter was replaced on Apple Orchard Lane. He reported leaks were repaired on Kiser Street and Lamar Street as well.

Mr. Mooney asked if the leak was repaired at Dutch Avenue. Mr. Williams advised he spoke with the homeowner today. He said the homeowner wants a berm placed to keep the water off her property. He said when paving begins, the berm will be placed. The homeowner also wants all the water that drains from Lynncrest diverted away from her house. There is a drain she would like to see replaced. Mr. Williams is going to look at the drain to see if it's carrying water when it rains. The way the property sits, it will never be completely dry. At one point, public works had closed off the drain, but the homeowner had opened it back up. Mr. Livingston said it is not a town drain. Mr. Mooney suggested Mr. Williams tell her when the berm will be replaced. Mr. Williams said he doesn't want to give timelines because weather may not permit. Mr. Mooney would like to have some sort of timeline, whether it be weeks or months, but he would like to set an expectation and asked if it would be reasonable to think that this could be done in a month. Mr. Livingston said that would be fine.

Mr. Williams gave an update on the work at the pool. Mr. David Carter said that he wasn't aware that he had to replace the skimmer drains around the pool and that was not part of the quote that he provided. To do that, all the pipes around the pool would need to be torn out and he wants the town to cover it once he tears it out. Ms. Still asked if the filters were in place. Mr. Livingston said some people that work for Mr. Carter were working on the filters. Mr. Williams asked if the town would be helping Mr. Carter. Mr. Mooney said no, the quote was for Mr. Carter to do the work. Mr. Livingston said the plumbing of the pool is where the water is being lost and it does need to be replaced. Mr. Mooney asked for an update when Mr. Carter speaks with Mr. Williams again.

Mr. Mooney reminded Mr. Livingston that the Christmas decorations need to be put up by the Home for the Holidays event on November 25th. Ms. Still said there also needs to be a road closure for that day.

Ms. Still asked if there is an update on Hill Com. Mr. Williams said he has no update but knows that the concrete needs to set for a certain length of time before they could move on with the project.

Ms. Still asked if the Virginia Mainstreet application date opens back up next year. Mr. Williams said he thought it was around April. Ms. Still said Mr. Williams needs to get that in by the deadline.

Lane Group

There was no representative from the Lane Group present.

Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$322,807.13 as of 9/8/2023. She reported outstanding checks in the amount of \$11,950.37, accounts payable due in the amount of \$8,548.25 and interim accounts payable in the amount of \$79,341.42. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$302,308.51.

Ms. Sharpe presented meeting minutes for August 14, 2023, regular meeting, and August 28, 2023, special called meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$3,007.61 and today's deposit was \$10,127.74 making the total cash availability \$315,443.86.

Ms. Sharpe explained the cash availability is high because the grant funding in the amount of \$159,000.00 to pay for the police cars has been deposited but the checks had not been written at the time the reports were put together. She said the accounts payable have since been keyed in and the current cash availability is \$130,001.95.

Mr. Mooney asked Mr. Williams if everything is squared away now after receiving the grant for the police cars. Mr. Williams said the town received 75% of the amount of the cost of the police cars. He advised Captain Gardner told him about a grant that is available to pay the rest and Mr. Gardner is looking into that.

Mr. Kiser said the cash comparison report is not in the council packet.

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

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

Sharon Still made a motion to approve the August 14, 2023, regular meeting minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes. Jeff Kiser abstained.

Sharon Still made a motion to approve the August 28, 2023, special called meeting minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes. Jeff Kiser abstained.

Attorney Report

William Sturgill, Town Attorney, didn't have anything to report.

New Business:

- B. Petition for Authorization to Destroy Town Records - Sharon Still made a motion to destroy the town records listed in the September 8, 2023, petition. Joe Still seconded the motion.

A roll call vote resulted as follows:

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

Mr. Mooney asked for an update on the status of the audits. Ms. Sharpe said the 2022 audit is expected in mid-September and the preaudit for the 2023 year is expected to be done in December. Mr. Mooney asked if that December date is a pre audit or an audit. Mr. Mooney said that should be in line with VRA expectations.

Old Business:

- A. Update on Park Projects - Ringley Park is roped off and work is set to begin and will continue until completed. Bondtown Park has had the play area resurfaced. The Merry-Go-Round that was purchased for Ringley Park will need to be installed by the company it was purchased from. Mr. Mooney asked Mr. Williams to reach out to that company for a price for installation and an installation date.

Mr. Mooney asked if Council wants the Job Corps or public works to redefine and gravel the walk tracks at both parks. Mr. Mooney asked for a quote on pea gravel. Mr. Williams said he would like to get quotes for pea gravel and paving.

Mr. Mooney asked Mr. Williams to schedule a park committee meeting and decide what to do with the remaining funds. Those funds could be used to install the Merry-Go-Round if the committee desires to do so. After the work on the park is complete, the committee can be dissolved as it is no longer necessary.

Closed Session:

Jeff Kiser 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. Sharon Still seconded the motion, which resulted in all Ayes.

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 as follows:

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

There was no action resulting from Closed Session.

Council Comments and Concerns:

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

Mr. Jeff Kiser- Mr. Kiser said there are some issues with the sound system on the stage and he will give Mr. Williams information for someone who can look at it.

Mr. Joe Still - Mr. Still had no comments or concerns.

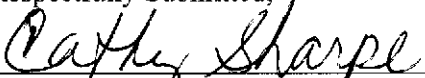
Ms. Sharon Still - Ms. Still appreciates everyone's hard work behind the scenes and is looking forward to the holiday season, the Spooktacular in October, the Home for the Holidays event in November and the Christmas Parade in December and all the fun times we're going to have.

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

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