

Council Minutes
Workshop Meeting
September 25, 2023 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, the following members of council were present: Jeff Kiser, Joe Still and Sharon Still. Deventae Mooney and Carles Collins were absent. Jimmy Williams - Town Manager, Cathy Sharpe - Clerk Treasurer, and William Sturgill - Town Attorney, were also present.

Call to Order:

Vice Mayor Sharon Still called the meeting to order. Mr. Joe Still gave the invocation. The group remained standing for the Pledge of Allegiance led by Ms. Still.

Public Expression:

There was no Public Expression.

Public expression was closed.

Approval of the Agenda:

Ms. Sharon Still made a motion to approve the agenda as presented. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Reports:

Fire Department

There was no representative from the fire department present.

Police Department

There was no representative from the police department present.

Water Plant

There was no representative from the water plant present, but Mr. Brian Markham has asked Town Manager, Jimmy Williams, to remind Council that the water line flushing will be done in the third week of October. Ms. Still asked for an All Call to be made beforehand.

Town Manager

Mr. Jimmy Williams, Town Manager, informed Council that the water plant is using water from the Jenny Mine and the sodium content is higher when this happens. He said notices have been posted to make the water customers aware.

Mr. Williams said that he spoke with Mr. David Carter, and he will need to have some valves ordered. He advised Mr. Carter will be working this coming weekend.

Ms. Still asked if there was any way to get the bridges stained before winter. Mr. Williams said he is working to have that scheduled.

Ms. Still asked when the work would start on Elm Avenue. Mr. Williams said the company would be starting as soon as they finish the project they are working on.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that sewer lines were jetted at the Fieldhouse by the football field and on Meadow Street, along with sewer line repairs on Columbus Street and Beech Street. He said repairs were made on Front Street, a setter was replaced at the VIC field, and holes were patched with asphalt on Queen Street and Dutch Avenue. He reported that public works completed 202 work orders.

Ms. Still asked about the paving project at the water plant. Mr. Williams said that Boyd's will be meeting with him Monday to look over the project and try to start on it the next week.

Lane Group

There was no representative from The Lane Group present.

Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$254,855.55 as of 9/22/2023. She reported outstanding checks in the amount of \$8,868.93, accounts payable due in the amount of \$99,287.36 and interim accounts payable in the amount of \$330,689.21. Ms. Sharpe advised that the interim checks included checks written for the \$159,000.00 grant for the police department. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$146,699.26.

Ms. Sharpe reported the minutes for the September 11, 2023, regular meeting will be distributed with the October 9, 2023, council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$21,295.96 and today's deposit was \$4,404.02 making the total cash availability \$172,399.24.

Ms. Sharpe reported that on September 18th the town received a check for \$123,497.36 for a fire department grant, and that amount is included in the total cash availability. Once that amount is subtracted, the actual total cash availability is \$48,901.88.

Mr. Jeff Kiser asked for a copy of an invoice in the amount of \$108,414.31 for the Ringley Park Playground Equipment. Mr. Williams said he would email a copy to Mr. Kiser.

Mr. Jeff Kiser expressed alarm at the total cash availability. He said he is worried that the town is heading the wrong way and asked everyone to tighten their belts.

Attorney Report

William Sturgill, Town Attorney, said his report will be given during closed session regarding personnel and legal matters.

New Business:

- A. Procurement for Professional Architectural/Engineering/Planning Management Services - Mr. Williams informed Council that the town needs to advertise for these services. He said this must be done every four years and will need to be done as soon as possible. Mr. Williams advised he is getting the information ready.

Vice Mayor Sharon Still 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. Mr. Jeff Kiser 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 as follows:

Jeff Kiser - Aye
Joe Still - Aye
Sharon Still - Aye

There were no actions resulting from Closed Session.

Council Comments and Concerns:

Jeff Kiser - Mr. Kiser said the town’s finances are looking bad, and every effort needs to be made to be conservative or the town will be headed in the wrong direction. He said he doesn’t

want to see the town go back to where it was.

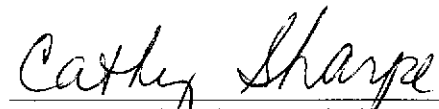
Joe Still - Mr. Still had no comments or concerns.

Sharon Still - Ms. Still agreed with Mr. Kiser's concern. Ms. Still said she appreciated everyone who works to keep the town running.

Adjournment:

Mr. Jeff Kiser 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