

Council Minutes
Regular Meeting
April 8, 2024 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, the following members of council were present: Carles Collins, Deventae Mooney, Joc Still and Sharon Still. Jeff Kiser informed Council he will be late coming to the meeting. 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. Pastor Brandon White, 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 to Public Expression:

There was no response to Public Expression.

Approval of the Agenda:

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

Reports:

Fire Department

Mr. Logan Jackson, Assistant Chief, gave the monthly activity report for the month of March 2024. There were 35 calls, 202.5 - man hours, 109 personnel responding and 360 training hours. He reported March slowed down a little, but activity seems to be picking up in April.

The fire department helped escort the Eastside Spartans girls' basketball team back into town after their win at state. They also escorted the Eastside Forensics team back into town after another win at state.

Mr. Mooney said that Council has received the list of elected officers for the 2024 year, and as a formality Council will vote on the list. Vice Mayor Sharon Still made a motion to accept the submitted list of officers for 2024. Carles Collins seconded the motion. The list was as follows:

Chief: Clifton Hawkins
Assistant Chief: Logan Jackson,
Captain: Roger Stanley,
First Lieutenant: Randall Meade
Second Lieutenant: Chris Maine

A roll call vote resulted as follows:

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

Assistant Chief Jackson said the fire department would be cleaning streets before the April 20th clean up event.

Police Department

Mr. Travis Mullins, Police Chief, gave the police department report for the month of March 2024. He said that the department has increased foot patrols and gave Council a copy of his department report. Chief Mullins said there have been more calls about vagrants and homeless people. The department received 400 more calls than the previous month. There have been several cases resulting in investigations, mostly theft related.

Chief Mullins is working on grants to reimburse the town for TDO expenses. The department also participated in Child Abuse Awareness Month with the Child Advocacy Center and will set up monthly meetings to ensure that no children involved in abuse cases in the Town of Coeburn fall through the cracks. The department also took part in welcoming both the Eastside Girls' Basketball team and the Eastside Forensics team back to town after both teams won state competitions. The police were at the town Easter Egg Hunt and plan on being at the 321 Day that will be held in April. Chief Mullins is working with Wise Works and the courthouse to have fine workers present at the cleanup day on April 20th.

Mr. Jeff Kiser asked if there was an ordinance in place concerning motorized vehicles in the park. Mr. William Sturgill, Town Attorney, said he didn't think so. Mr. Kiser said that since the park was paved, there has been an increase in small, motorized vehicles for children, motorized scooters, bicycles and go carts. He said he is concerned about the safety of the children trying to play and would like to see something done as soon as possible. Mr. Sturgill said he doesn't think an ordinance is necessary and thinks that signage needs to be posted. Chief Travis Mullins said he would work with Mr. Sturgill and Town Manager, Jimmy Williams, to see what signage is available.

Chief Mullins said he would like to email Council drafts of the ordinances and what other towns are using to read over and suggest changes. He said this would make working on the ordinances and getting them to Mr. Sturgill an easier, faster process.

Mr. Mullins advised he would like to speak with Council about work on the Fiscal Year 2025 Budget and personnel matters. Mr. Mooney said he can discuss those matters during Closed Session.

Water Plant

Mr. Brian Markham, Water Plant Supervisor, informed Council it was almost time for the spring system wide water line flushing. He reported it will be done sometime in May. Mr. Markham will schedule that and let Mr. Jimmy Williams know. Mr. Mooney said if there is enough notice, it could be put in the newspaper.

Town Manager

Mr. Jimmy Williams, Town Manager, contacted Camp 18 and all the contracts are current and Brandon Elam from Camp 18 is supposed to be back in touch with him. Ms. Still feels like it would be better to have a plan sooner than later if they can clean up a property near the turn off to the pool. Mr. Williams has not heard back from the property owner at this time. The Coeburn Improvement Association is working on a list of properties that need to be cleaned up. Mr. Mooney said Mr. Jeff Proulex is supposed to email Mr. Williams a list of properties that need attention. Mr. Mooney said he would like to see the list and a list of property owners that have been sent letters so Council can stay up to date on what's going on.

Ms. Still asked if the Job Corps has been contacted about staining the bridges. Mr. Williams said he has not. Ms. Still said it would be good to get the bridges done before the heat of summer comes.

Ms. Still said she was contacted by the Coeburn Little League and was asked if it would be possible to have four of the town issued green cans delivered to each field. Mr. Jeff Kiser said he spoke with Mr. Lee Sexton and he was concerned that the cans wouldn't be picked up if they weren't the town issued cans. Mr. Kiser said the Little League has cans that are compatible with the trash trucks, but said they need to look and see how many cans they need because they may not need as many as they initially thought.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that the Christmas lights were taken down from the top of the Depot, the fire hydrant has been repaired and is in working condition on Laurel Avenue and the door was fixed at the library. Trash was picked up on US 58, the signs were put back up on the Depot Stage and the flag was replaced on Vandiver Drive. Leaks were repaired on Retford Road and the glass was replaced on the food box in the Farmers Market area. Public works completed 60 work orders.

Mr. Jeff Kiser discussed the issue of people dropping off unwanted clothes and household items in the Farmers Market area. Ms. Still said that public works usually picks the items up. Mr. Kiser would like signage to be put up to discourage this behavior. Mr. William Sturgill said he could work with Mr. Williams to find wording directing people to donate to the local clothes closet.

Lane Group

There was no representative from The Lane Group present. Mr. Williams said The Lane Group will be having a training session at the Depot on April 11, 2024, to discuss the copper and lead pipe issue.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$147,199.43 as of 4/5/2024. She reported \$29,077.96 in outstanding checks, accounts payable due in the amount of \$0.00 and interim accounts payable in the amount of \$83,554.69. After deducting the outstanding checks, the reconciled cash balance was \$118,121.47. Ms. Sharpe explained that the accounting clerk had been off and accounts payable due had not been entered into the system when reports were done.

Ms. Sharpe presented meeting minutes for March 11, 2024, public hearing meeting, March 11, 2024, regular meeting and March 25, 2024, workshop meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was 5,751.47 and today's deposit was \$5,665.27 making the combined cash availability \$129,538.21.

Ms. Still asked if there was any news on the heat pump/cooling unit situation. Mr. Williams had not yet contacted the company. Ms. Still said she is worried there are time limitations to handle the situation. Mr. Mooney asked Mr. Sturgill to contact the company.

Ms. Still asked if there was a long list of past due taxes. Ms. Sharpe said she doesn't have an exact figure but could bring a report to the next meeting. Ms. Still asked if the past due taxes for businesses were included. Ms. Sharpe said businesses are included.

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

Sharon Still made a motion to approve the March 11, 2024, public hearing meeting minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the March 11, 2024, regular meeting minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the March 25, 2024, workshop meeting minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes. Carles Collins abstained.

Attorney Report

Mr. William Sturgill, Town Attorney, distributed copies of an ordinance regarding animal behavior causing public nuisance for Council to review. Mr. Sturgill said he put the ordinance together after doing much research and found that the way to include animals other than dogs would be to include the public nuisance ordinance. Mr. Sturgill put the date on the ordinance as the voting meeting in May and would like Council to have plenty of time to review the ordinance and make any changes or discuss the ordinance. He said the ordinance covers such behaviors as biting, attacking people, chasing vehicles, attacking other animals, and trespassing on private property. Ms. Still said she knew the town had an ordinance regarding public nuisances, but it was not as in-depth as this. Mr. Sturgill said this would supersede any previous ordinance and should include wording to that effect.

New Business:

- A. July 4, 2024, Fireworks - Mr. Williams included a fireworks proposal in the Council packets. This proposal is for the same fireworks show as last year. He reported the price has gone up to \$11,000.00. Each item in the show is included on an itemized list. The deposit is due June 3, 2024. Mr. Williams said Chief Cliff Hawkins has already renewed his certification to set off the fireworks. Mr. Kiser said the Coeburn Improvement Association is working on plans for the Fourth of July, with a parade planned, along with music and activities.

Sharon Still made a motion to pay \$11,000.00 to Pyrotechnico for the fireworks show. Deventae Mooney seconded the motion, which resulted as follows:

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

- B. Engine for Public Works vehicle - Mr. Williams said a new engine is needed for the yellow truck the fire department gave the town. He reported the engine is \$2,419.00 after the core is returned. The whole price for the long block engine is \$8,085.99 before the core is returned. Mr. Mooney asked if the town is guaranteed to get the core charge back, regardless of the condition of the core. Mr. Still asked what the plans for the truck are. Mr. Williams said it will be used for grounds and a small packer will be put on it. Ms. Still would like to know if the rest of the truck, such as the transmission, is in good working order before the town spends money on an engine. Mr. Williams said that the vehicle started and the last time the fire department had it at Collins Garage, there was oil leaking around the pistons. Ms. Still would like to know more about the transmission. Mr. Jeff Livingston said Assistant Chief Logan Jackson would probably know more about that.

Mr. Collins asked about the forklift and if there is a warranty on it. Mr. Williams said it needs a new pump and he has spoken with a company representative who thinks the pump issue is related to the damage to the machine and the warranty won't cover it. Mr. Mooney would like to have the truck looked at before Council votes on buying an engine for the yellow truck. Mr. Williams said he would like to look at the other truck from the fire department to see what all it needs to get going. He said Mr. Livingstons' truck frame is cracked and becoming rough to ride around in. Mr. Williams thinks the other truck threw a rod and will need an engine too. Ms. Still would like to have the trucks looked at by a mechanic, have an estimate of what it will cost to fix them, and know if the mechanic thinks it's worth it. Mr. Kiser mentioned that the money for the police vehicles came from a USDA grant and asked when the town is eligible for another grant. Mr. Williams has been trying to contact Mr. Hale about that issue. Mr. Williams said the grant is for 75%. Mr. Kiser suggested finding out about the USDA grant before spending thousands on old vehicles. Mr. Williams said the town also needs a large new dump truck.

Old Business:

- A. Solid Waste Management Agreement - Mr. Mooney noted that the second bullet point on the agreement was still worded to say only town provided cans would be picked up, but he was under the impression that it was agreed to change that to allow cans that are provided by the customer and the town is not liable for any damage to the customer's trash can.

Mr. Kiser said that the third bullet point said the cans are property of the customer, and asked if that included the town provided can. Mr. Williams said that should mean the can purchased by the customer is their property, the one provided by the town is the town's property. Ms. Still asked if Mr. Williams had priced cans to sell to customers. Mr. Williams got a quote for the purchase of 100 cans for \$6,200.00. Mr. Mooney asked Mr. Williams to re-word the section discussing the charges for the number of pickups per week and the number of cans per pickup.

Mr. Williams said the dumpsters are \$1,830.00 each for a 6 cubic yard dumpster and a can could be delivered for an additional \$175.00. Mr. Williams asked Council if the dumpsters should be sold for what the town paid for them or leased. Ms. Still said that business owners who want to purchase their own need to know where to do so. Ms. Still would rather have orders lined up before the town purchases any. Mr. Mooney asked if they could be purchased as needed. Mr. Williams said they could.

Mr. Kiser asked Mr. Sturgill to review the document before Council votes on it. Ms. Still asked if the quote for the green cans includes shipping. Mr. Williams said it will be \$1,010.00 to ship the cans.

Ms. Still asked when the black liner on the fence at the storage lot will be replaced. Mr. Williams said that will get done. Mr. Kiser said he thinks there needs to be wording in the agreement that needs to include that if you provide your own can, it needs to meet the requirements set by the town.

B. Budget Review - Mr. Williams said the Governor of Virginia vetoed the \$13.50 per hour minimum wage so Mr. Williams changed that in the budget to go back to the original amount and included a 3.5% pay increase. Ms. Still said she would like to have a new updated version of last year's pay scale for every department in the town to put with the budget information and thinks that there should be a time set for all departments to meet and go over the information. Mr. Kiser would like to see the 3.5 % increase go down to 3% based on the cost-of-living adjustments set by Social Security. Mr. Williams said he thought that VRS was currently at 3.2%. Ms. Still said she thinks staying in line with the cost-of-living adjustment is a good idea. Mr. Mooney agrees as well. Mr. Mooney asked Mr. Williams to determine the cost-of-living adjustments to base raises on.

Mr. Williams said the 5% increase in utilities is recommended by VRA. Mr. Kiser asked where the town stands with them as far as loans go. Mr. Williams said the town is behind on the 2023 audit. Bostic and Tucker are working on the audit, and it was expected to be completed in December but has not been completed at this time. Mr. Mooney asked Mr. Williams to call and find out the status of the audit. Ms. Still said VRA didn't say that they wouldn't lend money; they just want to know that there is a plan and ability to pay it back.

The budget needs to be completed in June and voted on by July 1st. Mr. Kiser asked where the \$2.00 per month water tank maintenance fee is shown in the reports. Ms. Sharpe said it is in the general fund. Mr. Kiser said that needs to be in a separate account and needs to be done at once.

The Special Called Meeting on April 22, 2024, will just be a meeting to recognize the teams that won State Championships and the April 29, 2024, meeting will be a Special Called Meeting for the Budget Workshop. The budget will need to go into the Coalfield Progress May 31, 2024, the June 10, 2024, meeting will have a Public Hearing beforehand, and the meeting June 24, 2024, will be a Special Called Meeting allowing the vote on the budget.

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 Code §2.2-3711 (A8) to consult with legal counsel pertaining to specific legal matters. Vice Mayor Sharon Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Mr. William Sturgill 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

Jeff Kiser - Aye

Deventae Mooney - Aye

Joe Still - Aye

Sharon Still - Aye

There were no actions resulting from Closed Session.

Council Comments and Concerns:

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

Jeff Kiser- Mr. Kiser has no comments or concerns.

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

Sharon Still - Ms. Still reminded everyone of the 321 event this weekend.

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

Adjournment:

Mayor Deventae Mooney made a motion to adjourn this meeting. Mr. Jeff Kiser seconded the motion, which resulted in all Ayes.

Respectfully Submitted,



Attest: Cathy Sharpe, Clerk



Attest: Deventae Mooney, Mayor