

Council Minutes
Special Called Meeting
June 24, 2024 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, the following members of Council were present: Carles Collins, Jeff Kiser, Deventae Mooney and Sharon Still. Joe Still 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 and gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Mooney.

Public Expression:

Ms. Charlene Jessee, 805 Front Street, addressed Council concerning the trash can policy that Council is working on. Ms. Jessee said that she has lived at this address for forty years and the trash truck has never backed up the alleyway to pick up her garbage. She was informed by a town employee that the truck would drag, and they did not want to damage the truck. Ms. Jessee is concerned about taking the trash down to the road in front of her home because she would have to drag the trash can down twenty steps to get the can in place to be picked up. She said she can get her trash down there in bags but lacks the physical strength to get the can the town requires down the steps. Leaving the can in place poses a problem, because the can could be stolen or damaged by people walking down the street or the empty can could be blown away by the wind if it was left down there empty. Mr. Mooney is wondering why the truck would drag in the alley way. Ms. Jessee said that she thinks it is due to the way the paving is done, and informed Council that all delivery trucks and trailers seem to have issues getting up there. Mr. Mooney said that needs to be looked into to see why the road is paved that way. Ms. Jessee said there is nowhere to keep that trash can because of the way the property lays, and she is also concerned about animals getting into the can. Mr. Mooney said that this policy is going into effect and Council will look into the dip in the road to see what can be done and work to find a solution. Ms. Sharon Still said the cans are necessary to protect town employees. Ms. Jessee asked if she can opt out of the trash pickup and was informed that it is a service billed to everyone on the trash route and it is not an option to opt out of that charge.

Mr. Jeff Kiser suggested that Ms. Jessee put up a no trespassing sign for the people sitting on her steps, and call the police when people are sitting there. Ms. Jessee said she has called in the past but was told the person was known but harmless. Mr. Kiser asked when this was, and it was in November. Ms. Jessee was encouraged to contact the police if there are trespassers because Chief Mullins takes that issue seriously.

Public expression was closed.

Approval of the Agenda:

Deventae Mooney made a motion to add Back to School Block Party to New Business (B). Sharon Still seconded the motion, which resulted in all Ayes.

Jimmy Williams asked to add Old Business (B) Purchase of a Block Engine. Deventae Mooney made a motion to add Old Business (B) Purchase of a Block Engine. 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.

Reports:

Fire Department

There was no representative from the fire department present.

Police Department

There was no representative from the police department present. Town Manager, Jimmy Williams, did inform Council that the paperwork for SOMA had been submitted and he is waiting on the invoice for the first payment to be made.

Water Plant

There was no representative from the water plant present. Mr. Williams reported he had spoken with the Water Plant Supervisor, Mr. Brian Markam, and was informed that the water usage has improved over the last few weeks.

Town Manager

Mr. Jimmy Williams, Town Manager, had nothing to report, but did take questions from Council. Ms. Still asked if the bridges would be stained before the Fourth of July and Mr. Williams advised the bridges were scheduled to be stained June 25th. Ms. Still asked for the bridges to be roped off so people would not walk on them after they were sprayed.

Mr. Mooney was concerned that the public works supervisor was given a to do list for the Fourth of July without the list being accompanied by work orders processed through town hall. Mr. Jeff Kiser had a copy of the list with him and handed it to Mr. Jeff Livingston when he saw him in town. Mr. Kiser had previously emailed the to do list to the town manager. There was a discussion regarding the process of contacting the town manager to request work orders for public works. Mayor Mooney expressed concern that public works is tasked with extra projects before events and are then unable to finish all their regular duties. Mr. Kiser suggested if the Council doesn't like the way things are done, the town should hire an events coordinator and not pick on the volunteers that plan events for the town. The Coeburn Improvement Association submitted the

list. Ms. Still was concerned that some of the items on the list are being requested to be done by public works and could be done by the Coeburn Improvement Association. Mr. Kiser said the median age of the Coeburn Improvement Association is 50 plus and they are not able to do some of the things on the list. Mr. Mooney said the group needs to be open to new ideas and younger members may be interested. Mr. Kiser told Mr. Mooney that if he would like to dissolve the organization, he could put the motion on the floor. Mr. Mooney was not ready to do that at the time of the meeting.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that sewer lines were jetted lines behind the football field and Meadow Street and a pump was pulled at Sheffield to be repaired. Leaks were repaired on Chalet, May, Powerstown, Sixth Street, Ashvale Circle, Hanover, Chatham, Crab Orchard Road and Timberville. A meter was replaced on Westberry Lane, and the sewer line was capped off on the house that burned down near Ringley Park. Trees were cut on Spring Street and the fountain by the stage has been painted. The light bulbs were changed at the police station and the deck rail at the depot has been repaired. Public works completed 161 work orders.

Mayor Mooney reminded Mr. Livingston to get work orders even when called out and document all the materials used.

Vice Mayor Still asked if the inventory for public works had been completed. Mr. Livingston said he has one and Mr. Mooney asked him to get a copy to Council.

Mr. Williams said that they are still looking for the lights for the fountain. Ms. Still asked if there was a spare spotlight to use to shine down on the fountain. Mr. Livingston said he would find one.

Lane Group

There was no representative from The Lane Group present. Mr. Jimmy Williams said The Lane Group is almost ready to start bidding for the sewer project. Mr. Williams has had to submit permits for railroad crossings and is waiting on that and should be close to actual bidding. Mr. Kiser asked if they were speaking about the PSA sewer project. Mr. Kiser said he thought Mr. Chris Mullins said that the project was on hold indefinitely due to funding issues. Mr. Williams said that he remembers that conversation but was called and told to renew the permits. Mr. Kiser asked if the town was in compliance with all the lending institutions and the state requirements. Mr. Mooney said that wasn't the issue, that the holdup was waiting to see what the PSA could get for their end of the project. Mr. Kiser said he thought the town audit was an issue and that should be checked on before any money is spent. Ms. Still said the audits were up to date, except for the one being worked on now. It would have been better to have had that one in December, but the pre-audit is done.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$253,978.67 as of 6/21/2024. She reported \$60,713.53 in outstanding checks, accounts payable due in the amount of \$440.00

and interim accounts payable in the amount of \$53,010.35. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$192,825.14.

Ms. Sharpe reported the June 10, 2024, regular meeting minutes will be distributed with July 8, 2024, council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$5,726.96 and today's deposit was \$1,947.73 making the combined cash availability \$200,499.83.

Attorney

Mr. William Sturgill, Town Attorney, discussed the ordinance concerning loitering and camping on the sidewalks. Mr. Sturgill said the case is still pending with the Supreme Court, but he has been reviewing the Virginia Code to see what regulations are in place at this time. He placed information in a proposed ordinance for Council and the police chief to review over the next few weeks. Mr. Mooney said he spoke with the Commonwealth Attorney, and he had sent some suggestions to the County that will be adopted and used for certain offenses deemed as misdemeanors and money from these offenses will come back to the County. The Commonwealth Attorney would like to meet with Mr. Mooney, Mr. Sturgill, and Chief Mullins at some point to go over that and see what could be adopted by the town.

New Business:

- A. Fiscal Year 2024-2025 Budget - Mr. Williams reviewed the budget with Council. Mayor Mooney reminded Council that there is a personnel document that will need to be adopted along with the budget. Mr. Mooney asked if all departments are fully staffed, and Mr. Williams said they were.

Sharon Still made a motion to adopt the 2024-2025 Budget as amended. Deventae Mooney seconded the motion. A roll call vote resulted as follows:

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

Deventae Mooney made a motion to accept the personnel document as an addendum to the 2024-2025 Budget. Carles Collins seconded the motion. A roll call vote resulted as follows:

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

- A. Back to School Block Party - Mr. Mooney reported Synergy is going to provide resources for the party and is speaking with other groups for additional resources. He said last year the town provided \$1,000.00 toward the party and that was used for the inflatables. Mr. Mooney thinks August 3rd would be a good day to have the party before the start of the school year. Ms. Still said she thinks the block party is a good idea and the date is a good time to have the event.

Deventae Mooney made a motion to have the Back-to-School Block Party and allow the town to donate \$1,000.00 for inflatables. Sharon Still seconded the motion. A roll call vote resulted as follows:

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

Old Business:

- A. Service Agreement for Solid Waste Collection - Mr. Williams reworded some sections discussed at the last meeting. Mr. Mooney and Ms. Still suggested that the wording includes trash cans that are approved by the town to allow people to purchase their own 96 gallon can that is able be picked up by the trash truck. The town would not be responsible for any damage to a can that is not provided by the town. A town employee in the audience questioned what will happen regarding trash cans that have to be emptied into the little truck. He said the big truck that handles the cans cannot fit onto every street, making it necessary to remove the trash from the cans by hand. Mayor Mooney said the trash can agreement is an all or nothing agreement; that everyone must have a 96 gallon can regardless of how it is picked up. Mr. Livingston said that the trash should be in bags so it can be picked up and removed in the truck. After July 1st, if the trash is not in bags in a can, it will not be picked up. Mr. Mooney asked Mr. Sturgill to work on the wording of the second bullet point. Mr. Sturgill worked on the changes during the meeting.
- B. Purchase of a block engine - Town Manager, Jimmy Williams, discussed purchasing a block engine for the yellow truck given to the town by the fire department. The motor in the other truck will not fit this truck. Mr. Williams is planning to put a dumpster and grabber to outfit this truck as a trash truck. He priced a motor at \$2,400.00. Mr. Mooney asked if the truck had been looked at by a local mechanic. Mr. Livingston said Mr. David Collins had looked at it. Mr. Mooney asked if the truck could also be used as a plow truck. Mr. Williams said he doesn't think the blades fit this truck or the one sitting in the lot. Ms. Still asked about contacting VDOT about the salt issue. Mr. Williams said that he was told VDOT was going to get out of the salt business. Mr.

Matthew Robinette, town employee, said a VDOT representative stopped by the shop to see if the town was getting salt this year. Ms. Still said that they need to talk to VDOT about the salt, assistance with equipment and plowing the roads. Mr. Mooney asked Mr. Livingston to get a figure on how much salt was used and how much is left that has already been purchased. Ms. Still asked how many vehicles are on the lot that are not in use and can't be used. Mr. Williams is planning an auction in the future. Ms. Still asked how much it would cost to put the block engine in the vehicle. Mr. Williams said he could bring a full quote on the engine and installation by the next meeting.

Deventae Mooney made a motion to adopt the Service Agreement for Solid Waste Collection with the change just made and read by Mr. William Sturgill effective July 1st, 2024. Sharon Still seconded the motion. Mr. Kiser asked about what the plan is regarding the old document signed by the account holders. Ms. Still said she thinks the new document supersedes the old and is a more lenient document. Mr. Sturgill agreed. Mr. Mooney asked if there is a way to let the customers know, and asked if public works could put something on customers' doors. Mr. Livingston suggested the marquee. Mr. Williams will make a door hanger for the people that don't have the town provided cans yet. A roll call vote resulted as follows:

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

Closed Session:

There was no need to enter into Closed Session.

Comments and Concerns:

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

Jeff Kiser - Mr. Kiser felt there had been enough comments during the meeting.

Sharon Still - Ms. Still thanked everyone who works for the town, and thanked people for coming to the meeting. She reminded everyone that June 25th is Food Truck Day at the pool and July 4th is Free Day at the pool. Mr. Williams will give a list to pool employees of town employees and family members that get into the pool for free and at a reduced rate of \$1.00.

Deventae Mooney - Mr. Mooney reminded everyone of the Fourth of July festivities. He thanked Council for supporting the Back to School Bash and will begin getting all that organized.


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