

**Council Minutes**  
**Regular Meeting**  
**September 9, 2024 - 6:30 p.m. - 502 Front St. E, Coeburn, VA**

**Attendees:**

Upon roll call, the following members of Council were present: Deventae Mooney, Joe Still and Sharon Still. Carles Collins and Jeff Kiser were absent. 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. Rev. Carroll Childress, Midway Church, 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 Public Expression from the August 26<sup>th</sup> meeting.

**Approval of the Agenda:**

Deventae Mooney made a motion to accept 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. Ms. Still said that October 31, 2024, will be the Spooktacular Halloween event. She asked Mr. Williams to do a road closure for that event.

Police Department

Mr. Travis Mullins, Police Chief, gave the police report for the month of August 2024. He provided Council with several reports which showed how the reports generated from SOMA will look going forward. Chief Mullins said that the call volume remains consistent; there is a three-page document detailing extra patrols. He said the department is pleased with the way the

reporting is working out. Reporting of patrols will have date and time stamps, the ability to note if patrols are requested while a business owner is out of town and the ability to note if something unusual is found on patrol. Mr. Mullins is working with Southern Software to have older files transferred over.

Mr. Mullins signed the grant paperwork for the speed and seatbelt enforcement and will need a vote for Council's approval for the town to receive the funding. He advised the department was awarded \$10,700.00 and feels like that is a good amount considering the town has not been receiving this grant funding for the past two years.

Sharon Still made a motion to accept the DMV Selective Enforcement Police Traffic Service Grant for fiscal year 2025 in the amount of \$10,700.00. Joe Still seconded the motion. A roll call vote resulted as follows:

Deventae Mooney - Aye  
Joe Still - Aye  
Sharon Still - Aye

Chief Mullins also reviewed a sample ordinance regarding the Spearhead Trails access and permitted traveling rules. There have been minor updates; removing the local permit fee and requiring permits to be purchased from Spearhead Trails or approved locations. The speed limits are clarified as are the roads that are allowed to be travelled. Mr. Mooney asked for this to be discussed at a public hearing before the October meeting to be held Tuesday, October 15, 2024. The meeting date was moved from Monday due to the holiday. Mr. William Sturgill asked if VDOT would be approving the roads and if there is a mileage restriction. Ms. Still was thinking the mileage restriction would not be an issue. Mr. Mooney asked Chief Mullins to keep Mr. Perry at Spearhead Trails up to date on meeting times and changes to the ordinance.

Chief Mullins reported he has also been working with community service workers. He said there have been 104 community service hours spent cleaning and picking up trash and getting ready for the Guest River Rally. He said from a police department perspective the event was a success and there was positive feedback.

Mr. Mullins attended the Executive Summit and said it was a very good training event. He said he was able to make some points of contact that will be beneficial for the town moving forward. Chief Mullins said it was a productive month.

#### Water Plant

There was no representative from the water plant present.

#### Town Manager

Mr. Jimmy Williams, Town Manager, discussed paving the hill to the walking track by the baseball field. He said the last quote was \$180.00 or \$190.00 per ton with no labor. Mr. Mooney said he was thinking the job would cost around \$21,000.00. Mr. Williams said that the pavement could

be laid four inches deep and rolled to two and it may save some money. Mr. Mooney asked if Boyd's could do a quote specifically for the road to the track. Mr. Williams said that it was looked at and Mr. Boyd thinks it would be cheaper to do the pavement by the ton and have some left for use on other roads. Boyd's plans are to keep receipts as the materials are purchased and then forward them on to Mr. Williams. Mr. Williams and Mr. Boyd discussed paving the road to the track, King and Queen Streets and Mr. Williams said that Boyd's thinks they can come in under budget. Mr. Williams can discuss paving the road by Priceless and the school with Mr. Boyd. Mr. Mooney said that the road to the track needs to be done. Mr. David Collins said that the town's paver couldn't be fixed at his garage but suggested that Superior Trucking may be able to do the needed repairs. The paver could be trammed or get a wrecker to haul it to the job site and used on the flat ground. Mr. Mooney would like to have a precise quote, stating what each area will cost; with the road to the track being the priority.

Mr. Williams discussed the order for replacement pipes and fittings. Mr. Williams is looking into changing how these are ordered, suggesting ordering replacement parts each week for parts used when jobs are completed during the week and is looking at apps to manage parts used and purchase needs. Mr. Williams asked if this order can be purchased in its entirety or if Council wishes the order to be split into two orders. Ms. Still asked if brass parts are saved to be recycled as they are replaced. Mr. Williams said that he does not know. Ms. Still asked if the money is turned in when the metal is sold. She said that money could be used for dinner for the crew ever so often and there would be a record of scrap metal sales.

Sharon Still made a motion to approve \$7,756.63 for purchasing stock from Consolidated Pipe to replenish the supply. Deventae Mooney seconded the motion, which resulted in all Ayes.

Mr. Still asked about the pump at Maytown. Mr. Williams said Boggs Municipal Services replaced a pump and a leak was repaired. He said he spoke with Boggs about having the new pump turned on.

Mr. Williams said he has been working on the ordinances and resolutions with Ms. Cathy Sharpe. He plans to get that information on the website sometime this week.

Ms. Still asked if Mr. Williams has contacted VDOT about the ATV permit renewal. Mr. Williams contacted VDOT, and the representative will be back in contact with him after checking on a few things. Mr. Williams said the Coeburn Improvement Association has asked him to put an Eastside helmet logo on the road to the school and is looking into that as well.

Mr. Williams said Mr. Jeff Proulx purchased some Eastside flags and asked how the flags could be displayed. Mr. Williams explained that the flags are attached by grommet to a pole that spins to keep the flags from twisting. Mr. Williams will be getting a quote on the replacements for the Town of Coeburn flags. Ms. Still asked if Mr. Williams had seen the messages about having the garland up on the decorative light poles. Mr. Williams is concerned about the length of time the garland is up, increasing the chances of the garland being damaged. Ms. Still understands that concern but said putting up the garland now will speed up the process of decorating for Christmas because that part will already be done.

Mr. Williams also looked into replacing the globe on the decorative lights on Front Street, but the company does not have enough in stock and the globes are obsolete. Ms. Still saw some lights in Cumberland, Kentucky she likes, but Mr. Mooney does not. Ms. Still said replacing the lights will have to wait until the town receives a downtown beautification grant, because there is no money available for the lights at this time.

Mr. Mooney asked if Mr. Williams had spoken with the Job Corps about the concrete work. Mr. Williams spoke with Mr. Spell, and he will be speaking with the person over that department to get information about what kind of stamps they have available and will get in touch with Mr. Williams with that information.

### Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that leaks were repaired on Laurel Avenue, Rusty Road, Chalet Drive, Timberville, and Spring Street. The Farmers Market area has been stained and public works completed 93 work orders. Mr. Livingston said that public works will be replacing some 2-inch lines on Plum Avenue. He said the lines have been repaired so many times it is best to replace it.

Mr. Still asked where the leak was on Chalet. Mr. Livingston said the leak was on the hill by the O'Donnell house.

Mr. Livingston said that there would be a drain replaced and that would affect the flow of traffic. Ms. Still questioned how residents and businesses would access their properties. Mr. Livingston said there would have to be entrances and exits in place during the process.

### Lane Group

There was no representative from The Lane Group present. Mr. Williams reported he spoke with Mr. Mullins and said it was time to begin advertising bidding for the Banner project. Mr. Still asked if Mr. Mullins handled advertising and Ms. Still said he would handle that.

### Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$143,174.68 as of 9/6/2024. She reported outstanding checks in the amount of \$32,698.56, accounts payable due in the amount of \$1,878.00 and interim accounts payable in the amount of \$104,199.38. After deducting the accounts payable due and outstanding checks, the reconciled balance was \$108,598.12.

Ms. Sharpe presented meeting minutes for August 12, 2024, public hearing meeting, August 12, 2024, regular meeting, August 26, 2024, workshop meeting and September 3, 2024, special called meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$9,080.64 and today's deposit was \$17,293.37, making the total cash availability of \$134,972.13.

Sharon Still made a motion to approve the August 12, 2024, public hearing meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the August 12, 2024, regular meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to accept the August 26, 2024, workshop meeting minutes as presented. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to accept the September 3, 2024, special called meeting minutes as presented. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve 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.

#### Attorney Report

Mr. William Sturgill, Town Attorney, reviewed the Store Front Window Ordinance. There is an ordinance in place requiring visibility through the windows to provide for a clear view for patrolling law enforcement. Mr. Sturgill updated the ordinance as requested at the last meeting. The wording will be changed to include all commercially zoned property. Mr. Mooney asked to have this added to the public hearing on October 15<sup>th</sup> and the meeting agenda for that evening as well. Chief Travis Mullins asked if business hours need to be specified, allowing windows to be covered during non-business hours. Ms. Still said she knows some businesses have shades to block the sun, but those need to be opened after the business closes. Mr. Still said there are some businesses being used as living quarters, and there is an ordinance against that. The wording of the ordinance may need to include exceptions. Ms. Still asked if this ordinance just covered Front Street. Mr. Sturgill said that the ordinance is for all commercial properties within the town.

#### **Old Business:**

- A. Veri-Flow Residential Meter Tester - Ms. Still asked what is being done without a meter tester at this time. Mr. Williams said that meters are replaced if they are suspected of not working. If the meter test shows that it is working properly, the town would charge a service call fee, and if the meter test shows that the meter is not working the town would not charge a fee and would repair or replace the meter. Mr. Still asked Mr. Livingston if this tool was necessary and would be put to good use. Mr. Livingston said the tool is new to him but would be useful. Mr. Williams said that discussion about the tool began from talks with Mr. Brian Markham when mentioned that meters start reading high or low after being in use for so long. Mr. Williams said the use of this tool has cut back on the purchasing of meters in the Town of Wise. Mr. Mooney feels like this tool could be purchased at a later date. Ms. Still asked Mr. Williams to hold on to the information.

**Closed Session:**

There was no need to enter into Closed Session.

**Council Comments and Concerns:**

Joe Still - Mr. Still appreciates everyone for all the work they do. He said it takes everyone to take part in discussions and to work on solutions.


Sharon Still - Ms. Still echoed Mr. Still's comments.

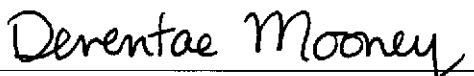
Deventae Mooney - Mr. Mooney had no comments or concerns.

**Adjournment:**

Mayor Deventae Mooney 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