

Council Minutes
Workshop Meeting
April 28, 2025 - 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. Mr. Joe Still 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:

Mayor Deventae Mooney responded to the questions asked by Ms. Pat Gass regarding meeting times and where those times were advertised. Mr. Mooney stated that Council meetings are held on the 2nd and 4th Mondays of the month at 6:30 pm at the depot and those meeting times and dates are posted in the Coalfield Progress, the message board at town hall and on the town's website. He said Virginia Code does not require the agenda to be posted but copies are available at the meetings. Ms. Gass wanted to know who is responsible for keeping up with the town's ordinances and Mr. Mooney said that Town Council, the Town Manager, the Police Chief, and the Town Attorney work together to update ordinances, placing focus on specific ordinances as issues arise. Mayor Mooney said there is a question of having three Council members with the same terms as a majority and he advised that there are five members of Council, and it takes a majority to pass a vote. Mr. Mooney said that change can be made in Coeburn by running for Council. The last three elections, everyone ran unopposed and only 10% of eligible voters participated in the election.

Before addressing concerns brought up about the sidewalk in Bondtown, Mr. Mooney asked Ms. Mathieson to better describe the area she is concerned about as he is unsure of the location. Mr. Mooney would like to go out and get pictures and look at the area of concern. Ms. Mathieson came forward to better describe the area. There is an area between Valero and the turnoff to Wise Mountain on the left side of the road from Bondtown to Coeburn that has quite a bit of foot traffic. There is an area of roadway that has insufficient sidewalk and walkers have to get on the road to pass by. Mr. Mooney said that the town will have to work with VDOT on this issue and that he knows a study was done of the area in the past. Ms. Still said there are grants for that sidewalk and she has spoken with VDOT about it in the past but is not sure why they did not follow up on

that. Ms. Mathieson asked when Ms. Still thought she would hear more about that and Ms. Still said she will contact VDOT and hopes to have more information in two weeks.

Mr. Mooney also addressed the concerns voiced by Mr. Jeff Proulex concerning cleaning up the downtown area. Mr. Mooney said that public works and some fine workers cleaned the sidewalks, and Mr. Mooney and several other citizens cleaned the poles and the globes on the lamp posts throughout town. The Job Corps has painted the lamp posts and will be working on the handrails and the clock. There was a clean up day held on Saturday. There was a discussion regarding making people responsible for cleaning up their property and Mr. Mooney reminded everyone that there is an ordinance about that scheduled to be adopted in May.

Mr. Mooney said evaluations of department heads will be done during the Closed Session portion of this meeting.

Reports:

Fire Department

There was no representative from the fire department present.

Police Department

Mr. Travis Mullins, Police Chief, reported that a community service worker has been assigned to clean up the sidewalk area on Laurel Avenue. The clean up will take a while because there is a large accumulation of dirt, grass and gravel on the sidewalk. The worker has also helped clean up the downtown area.

Chief Mullins said the drug takeback program was held over the weekend and was successful. The department was one of only two agencies in the county that participated in the program and was able to collect forty-two pounds of prescription pills to turn in to DEA to be destroyed. This program helps get unneeded medications out of the community.

Chief Mullins reported things are going well at the academy and there are four weeks left until graduation.

Mr. Mullins has drafted a letter to the business owners that are not in compliance with the store front windows ordinance, and it has been reviewed by Town Attorney, William Sturgill, and Chief Mullins is in the process of notifying the business owners. The letter gives five days to come into compliance with the ordinance.

Mr. Mooney mentioned that a shovel was needed on the cleanup day Saturday in order to clean up where leaves have fallen out of the tree near the old bank building and asked Chief Mullins to have the community service worker go out and shovel that up.

Town Manager

Mr. Jimmy Williams, Town Manager, reported the town water plant received an award from the Office of Drinking Water for achieving Virginia Optimization Program Goals. Mr. Joe Still said Mr. Brian Markham needs to be thanked for that.

Mr. Williams distributed information about the equipment he found at auction. Ms. Still asked if the old equipment the town owns could be put in an auction to offset the cost of the purchase of additional equipment. Mr. Williams said the equipment is located in Missouri and is being sold as is. Ms. Still expressed concern about the cost either of having the equipment delivered or travelling to pick up the equipment. Ms. Still suggested putting the town's old equipment up for auction while continuing to look for the needed equipment closer to the town. Mr. Williams said there needs to be a trailer to haul the paver as well. Mr. Mooney would like to see more information and have a little more time before submitting a bid. Ms. Still asked Mr. Williams to email Council the information when he finds equipment he would like them to consider saying that having the information to review before the meeting would be helpful.

Mr. Williams distributed door hangers for Council to review. The door hangers serve as a notice that the water has been turned off. Mr. Mooney asked to have something similar put on doors when the water will be off in a neighborhood during repairs.

Mr. Mooney informed Mr. Williams that the school just searched online for windscreens and suggested that Mr. Williams measure the area to cover the vacant lot and get some prices online for that material. Mr. Mooney said there are some old tarps that are not usable on the lot and that the lot needs to be cleaned.

Mr. Still asked about the opening day for the Guest River Market and if it would be possible to fill a few holes in front of the rally shack with cold patch before the opening day. Mr. Still said Mr. Livingston does a great job of patching with the tools he has to work with.

Ms. Still asked Mr. Williams if he had spoken with Mr. Chris Mullins with The Lane Group about the project bid. Mr. Williams said that bidding is expected to begin in July. Mr. Williams is working on reporting needed for a grant that may be available. Ms. Still is wondering how much the town will have to pay out of pocket. Mr. Mooney said it will not be known until all the bids are in. Ms. Still is hoping the town will have enough left over to do some needed paving. She encouraged everyone to call Mr. Terry Kilgore to get VDOT to pave the roads they are responsible for in town.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported the work on the lamp posts had been done, a tree was cut at the railroad crossing that was blocking the signals, the spring clean up work orders have been completed and the big flag on the hill has been replaced. Mr. Livingston spoke with Mr. Humphries with LaFerney about the roof repair work to be done at town hall. Mr. Humphries is no longer with the company, so Mr. Livingston has been in contact with a new representative. Mr. Livingston said he should hear from the new representative and will have him contact Mr.

Williams. Mr. Mooney asked if the company had been notified the town had decided to go with them to do the work. Mr. Mooney asked if Mr. Williams had contacted anyone and told Mr. Williams that it was not acceptable that the company had not been contacted after Council approved the \$40,000.00 in repairs. Ms. Still said the company should have been contacted immediately.

Mr. Mooney gave Mr. Livingston a list of things from the Coeburn Improvement Association and discussed the things that the Job Corps will be painting in town. Mr. Mooney suggested repairing the kiosk because the metal is rusting and the plexiglass needs to be replaced. Ms. Gail Kiser had a plan for that if the Job Corps can repair it. Mr. Mooney said Ms. Kathy Wampler and Ms. Gail Kiser can answer any questions about that project. Ms. Still said the baskets will need to remain on the back of the railing on the brick sidewalk to maximize the space to hang the Veteran's banners. Mr. Jeff Proulex suggested moving the baskets to the front of the railing and hanging some of the banners at the Farmer's Market area. When Ms. Still asked where the banners would be displayed, Mr. Proulex said they could be hung from wire under the shed roofs. Ms. Still said she has watched people that come to see the banners and hanging them would make it hard to have pictures taken with the banners, especially for people with disabilities that can't stand or are in wheelchairs. Ms. Still suggested the extra banners could possibly be displayed near the LOVE sign. Mr. Mooney thanked her for mentioning that, because it reminded him to tell Mr. Williams to call a structural engineer as soon as possible to inspect the depot building because the building seems to be separating at the foundation, as well as needing the front deck replaced.

Mr. Livingston brought up the issue of the town not having enough town issued trash cans to give to customers, and the policy is to not pick up trash if it is not in a town issued can or one with similar measurements. At this time customers that have not received a can are not having their trash picked up. Mr. Mooney said until the town receives more cans, the trash will need to be picked up. He said people are paying for that service and it is not their fault the town doesn't have enough cans. Mr. Collins said some people got the four cans offered by the town and only put one bag of trash in each can. Ms. Still said while she only has one can, some people got all four cans available because they could. Mr. Mooney said he can't monitor if people are using the cans or not. He said he doesn't understand why it's a problem now when it should have been addressed before now. Mr. Mooney said regardless of what trash can is in use, the trash will need to be picked up until the town can get more cans and Mr. Williams will need to get a price on more cans after seeing how many are needed. Ms. Still discussed picking up trash cans after an account is cut off. She suggested waiting a period of time after an account is cut off before picking up the trash can to allow people to have time to pay the bill.

The Lane Group

There was no representative from The Lane Group present.

Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$202,007.17 as of 4/25/2025. She reported \$115,356.24 in outstanding checks, accounts payable due in the amount of \$168.60

and interim accounts payable in the amount of \$72,262.36. After deducting the accounts payable and outstanding checks, the reconciled balance was \$86,482.33.

Ms. Sharpe informed Council the minutes from the April 14, 2025, regular meeting will be distributed with May 12, 2025, Council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$21,318.75, and today's deposit was \$18,125.85 making the combined cash availability \$125,926.93.

Ms. Sharpe informed Council that as of this morning, the auditors are in the office working on the audit for FY24. Ms. Still had questions about the timing of the audit and completion of the audit. Ms. Sharpe and Mr. Williams are going to discuss that issue with Council during Closed Session.

Attorney Report

Mr. William Sturgill, Town Attorney, handed out copies of the ordinance discussed at the last meeting. Mr. Sturgill has not changed any part of the ordinance since it was read at the last meeting. Ms. Still said this ordinance is just an upgrade of the ordinance that is currently effective in the ordinance book and Mr. Sturgill agreed. He stated this ordinance applies to occupied and unoccupied land while the current is just applicable to vacant land.

New Business:

- A. Fiscal Year 2025-2026 Budget Review - Mr. Williams provided a copy of the working budget for Council to review. Mr. Mooney pointed out that the only part filled in is for salaries and there is nothing for the operations and other expenditures. Mr. Mooney said the working copy is supposed to include working numbers so Council can discuss and see what changes need to be made. He said this version serves no purpose in his opinion. Mr. Williams said the numbers do fluctuate, and Ms. Still said she understands that, but this is no different than budget proposals turned in for past years. Mr. Mooney asked for a budget for general funds expenditures and revenues, and that will give Council a month to review the budget. Ms. Still suggested picking a Saturday to have a workshop to go over the budget. Mr. Mooney suggested all department heads meet with Mr. Williams before the next meeting and go over the budget for their department.

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, Town Manager, Mr. Jimmy Williams, 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
Joe Still - Aye
Sharon Still - Aye
Lisa Woodruff - Aye

There was no action resulting from Closed Session.

Council Comments and Concerns:

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

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

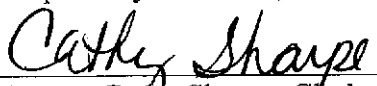
Sharon Still - Ms. Still had no comments or concerns..


Deventae Mooney - Mr. Mooney thanked all the volunteers that came out for the cleanup day despite the rain. He thanked the people involved with cleaning the lamp posts and the Job Corps for painting the lamp posts. Mr. Mooney thanked all department heads and employees for the work they do for the town.

Adjournment:

Mayor Deventae Mooney made a motion to adjourn this meeting. Vice Mayor Sharon Still seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor