

Council Minutes
Special Called Meeting
June 23, 2025 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

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

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 Joe Still.

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:

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

Reports:

Fire Department

There was no representative from the fire department present.

Police Department

Mr. Travis Mullins, Police Chief, said the department is conducting extra patrols as the weather warms up and more people are out. Chief Mullins encouraged citizens and businesses to request extra patrols if they are on vacation or feel the need for them. The department is looking into getting more workers from the Wise Works Program to work in the town.

Chief Mullins is in the process of speaking with business owners that are not in compliance with the ordinance regarding the covered store windows. He reported that several owners have made corrections, and he will be sending letters to the owners that are still not in compliance. There will also be letters sent out about high grass and litter. The letters will also contain copies of the ordinance the property owner is violating and pictures of the property.

Mr. Mullins just completed one grant and is working on several others. The department has some classes coming up that will be beneficial, and all are covered by a grant. Chief Mullins has spoken with the fireworks company and will pick up the fireworks next week.

Vice Mayor Still thanked Chief Mullins for providing a copy of the department's schedule.

Town Manager

Mr. Jimmy Williams, Town Manager, was absent. Ms. Still said that there needs to be a purchase order done for the 220 outlets near the rally shack bathrooms to have a space for a food truck at the Farmer's Market. Ms. Still read the text messages between herself and the town manager, giving the okay for the purchase order.

Ms. Still also requested a donation letter for Jason Porter. Mr. Porter is donating \$1,000.00 to the town for the purchase of fireworks.

Ms. Still discussed the grants with Chief Mullins. Mr. Mullins will send Council the information that he has for them to review and is willing to write or help write the grants.

Ms. Still made a motion to allow Chief Mullins to go ahead with the grants he has found for the town. Mr. Joe Still seconded the motion, which resulted in Ayes.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported that a drain was jetted at the KDK building and a sewer line was jetted at the Valero gas station. Public works repaired a water line at May Avenue and jetted a sewer line on Dickerson Avenue. Water leaks were repaired on Lyncrest Drive, Timberville and Waterthrush Road. 174 work orders were completed since the last meeting.

The pump at Food City went out and Mr. Livingston presented a quote to Council for a chopper pump. Buchanan Pump is the only company around that offers those pumps. Mr. Still said he knows the town spends a lot of money working on pumps and feels that the chopper pumps have been shown to be beneficial to the town. Ms. Still said since the mayor and town manager were not present, she would like to table the item and put it on the agenda for the next meeting.

Mr. Livingston also presented Council with a quote for the purchase of 200 trash cans. Ms. Still tabled the issue and asked to put that on the agenda for the next meeting also.

Mr. Livingston said the heat pump went out at the MEOC building and he presented Council with two quotes; one for the inside and outside unit to be replaced and one for the coil that needs to be replaced in the outside unit.

Ms. Still made a motion to replace the coil in the outside unit. Ms. Woodruff seconded the motion. Mr. Still voiced some concern about replacing parts on a heat pump that is ten or twelve years old but is not sure how old this unit is. Ms. Still cancelled her motion and tabled the issue until the next meeting. She asked Mr. Livingston to get two more quotes.

Mr. Livingston brought up the issue with the mowing and weed eating in the town. Ms. Still said public works has been told not to mow or weed eat any state property in town. Ms. Still said the town has been mowing those areas for years and feels like it needs to continue and shows VDOT the town is helpful and will hopefully encourage VDOT to help the town. Ms. Woodruff agrees with Ms. Still. Mr. Still said that VDOT will only do it a couple of times a year and the town will cut it more frequently and would like to see that area mowed by the town. Ms. Still said she won't make a motion but will suggest that the mowing continues and hopes Mr. Williams will hear when he listens to the meeting. Ms. Still suggested that public works mow those areas that the state owns. Ms. Cathy Sharpe said Mr. Williams is checking on insurance issues related to the town mowing those properties.

Ms. Still said she appreciated how hard the public works department worked to get the pool open and said the kids love it and everything is working well. She said the filter will need to be backwashed soon and suggested doing that Wednesday morning.

The Lane Group

There was no representative from The Lane Group present.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$241,685.16 as of 6/20/2025. She reported \$95,630.38 in outstanding checks, accounts payable due in the amount of \$4,770.01 and interim accounts payable in the amount of \$25,800.85. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$141,284.77.

Ms. Sharpe informed Council the minutes from the June 9, 2025, regular meeting and the June 9, 2025, public hearing meeting will be distributed with the July 14, 2025, Council packets.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$5,844.77 and today's deposit was \$6,163.64, making the combined cash availability \$153,293.18.

Attorney

Mr. William Sturgill, Town Attorney, wanted to make Council aware that there was a law passed last year regarding the hot weather and water cutoffs. If the temperature is 92 degrees or above

within 24 hours of a scheduled disconnection, you must wait until the temperature is lower than that to proceed with water cutoffs. Ms. Sharpe assured Mr. Sturgill that she and Sherrie have discussed this, and they are aware of the law at town hall. They are holding cutoff work orders until the temperature is cooler.

Mr. Sturgill said he had spoken with Mayor Mooney and is awaiting information for some resolutions that Council plans to present soon. Mr. Sturgill will wait to hear from Mr. Mooney to see how he wants the resolutions written up.

New Business:

- A. Approval of Fiscal Year 2025-2026 Budget - Ms. Still said that to the best of her knowledge nothing had changed, the budget was the same as what was published in the paper, the budget was balanced, and she asked Ms. Sharpe if she felt good about it. Ms. Sharpe affirmed that she did.

Sharon Still made a motion to approve the Fiscal Year 2025-2026 Budget as presented. Lisa Woodruff seconded the motion. A roll call vote resulted as follows:

Joe Still - Aye
Sharon Still - Aye
Lisa Woodruff - Aye

Sharon Still made a motion to approve the Fiscal Year 2025-2026 Utility Rate Increase as presented at 5%. Joe Still seconded the motion. A roll call vote resulted as follows:

Joe Still - Aye
Sharon Still - Aye
Lisa Woodruff - Aye

Sharon Still made a motion to approve the fiscal Year 2025-2026 Personnel Document as presented. Lisa Woodruff seconded the motion. A roll call vote resulted as follows:

Joe Still - Aye
Sharon Still - Aye
Lisa Woodruff - Aye

- A. Operation of Gambling and Skill Games in the Town of Coeburn - Chief Mullins discussed the operation of skill games with the Commonwealth Attorney's office and there was one circuit court ruling and the use of the games has not yet been legalized in Virginia. However, many localities are looking at other issues as more of a priority. Chief Mullins thinks that after the elections are over, the issue may be revisited. Town Attorney, William Sturgill, said that based on his reading of the law, he does not feel the games are legal as of the date of the meeting, especially after reviewing the Attorney Generals opinion from September 2024. Mr. Sturgill feels that circuit court opinion has no bearing on the town but shows there is a potential gray area that needs to be dealt with by the General Assembly.

Ms. Still said it would not be in the town's best interest to issue a business license for a business to use these games. Mr. Sturgill said it is more common for an existing business to add the games to their business. Chief Mullins does appreciate the effort of the gentleman that approached Council regarding installing the games. Mr. Sturgill says there is not a great deal of clarity on the issue but based on his research the games are not legal. Mr. Sturgill feels that a decision will be made next year. Ms. Still said the town would not want to issue a business license to a business that was just the skill games. Chief Mullins said most of the business owners understand the issue and he appreciates that. Ms. Still said that the business' insurance may not cover issues that arise from these games. Chief Mullins said that is something the business will have to look into. Mr. Sturgill had said that the problems arising from this issue put the town between a rock and a hard place. Ms. Still said that is where she thinks the town should stay until a decision is made on the issue.

Closed Session:

There was no reason to enter into Closed Session.

Comments and Concerns:

Lisa Woodruff - Ms. Woodruff thanked Council for all the work they do.

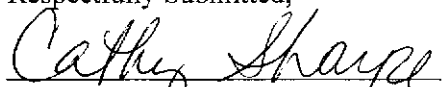
Joe Still - Mr. Still thanked Ms. Sharpe and Sherrie for being on top of the cutoffs and being familiar with the law regarding that. Ms. Sharpe said that was all Sherrie. Mr. Still thanked Chief Mullins and Mr. William Sturgill for all the work they do for the town and for keeping everything legal.

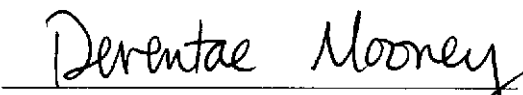
Sharon Still - Ms. Still thanked the Coeburn Improvement Association and said the flowers look great and so do the banners. She said she is pleased that the town can be the backdrop for over 300 banners honoring the veterans. Ms. Still said the Farmer's Market seems to be going well and should continue to improve as the gardens come in. Ms. Still reminded everyone to come out to the free day at the pool and the Fourth of July Celebration downtown. She thanked the Job Corps for all their help, along with the police department and public works. Ms. Still thanked Council for all they do and thanked everyone who attended the meeting.

Adjournment:

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

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor