

Council Minutes
Regular Meeting
May 12, 2025 - 6:30 p.m. - 502 Front St. E, Coeburn, VA

Attendees:

Upon roll call, the following members of council were present: Deventae Mooney, Carles Collins, Joe Still and Lisa Woodruff. Sharon Still was 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. Pastor Matthew Rose gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Deventae Mooney.

Before the meeting began, Mayor Mooney reminded everyone that copies of the agenda were available.

Public Expression:

Ms. Jennifer Mathieson, 110 Lincoln Street, had addressed Council previously about the sidewalk situation between the school and the turnoff to Wise Mountain and was requesting a follow-up. Mr. Mooney said there is an agenda item to allow for response to Public Expression.

Mr. Greg Powers, 721 Lynncrest Drive, asked Council to drive up to Lynncrest Drive and see all the potholes and asked if they could look into repairing that road. Mr. Powers gave locations and descriptions of the potholes in the road on the way to his house.

Public Expression was closed.

Response to Public Expression:

Mr. Mooney informed Ms. Mathieson that Vice Mayor Sharon Still was looking into the sidewalk situation and had spoken with VDOT. Unfortunately, Ms. Still was not present at the meeting and will have to share her information at the next meeting.

Approval of the Agenda:

Mr. Jimmy Williams, Town Manager, asked to add under Old Business (A.) Repairs on Town Hall Roof.

Deventae Mooney made a motion to add under Old Business (A.) Town Hall Roof. Ms. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Deventae Mooney made a motion to add under Old Business (B). Budget Review as a continuous item until the review is completed. Mr. Joe Still seconded the motion, which resulted in all Ayes.

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

Resolutions:

Resolution 2025-008 - Recognizing 11-time State Champions Eastside One Act Team - Mr. Mooney read the Resolution Recognizing the Eastside One Act Team for 11 consecutive State Championship wins. The town is proud of the group and how well they represent the school, Town of Coeburn and the area. The town wishes the group continued success. The town congratulated the team and presented the group with a copy of the Resolution.

Joe Still made a motion to accept Resolution 2025-008. Lisa Woodruff seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Lisa Woodruff - Aye

Resolution 2025-009 - Eastside High School Forensics 1A State Champions - Mr. Mooney read the Resolution Recognizing the Eastside Forensics Team for back-to-back 1A State Championship wins. The town is proud of the group and how well they represent the school, Town of Coeburn and the area. The town wishes the group continued success. The town congratulated the team and presented the group with a copy of the Resolution.

Joe Still made a motion to accept Resolution 2025-009. Lisa Woodruff seconded the motion. A roll call vote resulted as follows

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Lisa Woodruff - Aye

Reports:

Fire Department

There was no representative from the fire department present. The monthly report was included in the Council packet.

Police Department

Mr. Travis Mullins, Police Chief, included a copy of the call report in the Council packet and said the call volume is going up as expected with the arrival of warmer weather. Chief Mullins said there has been an increase in the number of calls reporting bear activity in town; mostly bears getting into trash cans. Mr. Mooney said there was one by his house and one at the dumpster at the school.

The officer at the academy is doing well and is expected to finish in the next three weeks. Chief Mullins said the electrician was able to come down and do some minor electrical repairs and would be making recommendations and getting prices for additional work that needs to be done.

Chief Mullins said there has been some beneficial training and productive meetings.

Town Manager

Mr. Jimmy Williams, Town Manager, reported that much of what he has to discuss is on the agenda. Mr. Williams has a meeting on May 13th about the bear situation.

Mr. Mooney asked Mr. Williams if the lot across from Lifecare had been cleaned up. Mr. Williams said public works has made progress cleaning the lot and the screening has been ordered to cover the fence.

Public Works

Mr. Jeff Livingston, Public Works Supervisor, reported water leaks have been repaired on Trent Street, a sewer pump was installed at the Cordertown pump station, and the fountain has been repaired and is running at the stage area. Mr. Livingston reported the lot is being cleaned, and the antique lights have been cleaned and painted and are working.

The sewer line was jetted at Dover Lane, Central Street, the Food City Gas N Go, and a water line was repaired at Starla Lane. A set of doors was removed at the library due to a person being injured by them, and 180 work orders were completed.

Mr. Livingston has the plexiglass for the kiosk and will have the kiosk painted before the doors are put back on. Mr. Mooney asked if the light poles in the Farmer's Market area have been painted. Mr. Livingston said those would be painted when the kiosk gets painted. Mr. Mooney asked if there was a solution to the issue of the exposed wires at the bottom of the lamp posts. Mr. Livingston has been discussing that with the town manager and will be having a cover made for those. Mr. Livingston said road patching will be done as the weather clears. Mr. Mooney told Mr. Livingston to be sure Kiser Avenue was on the list to be repaired or to check if it needs to be paved.

The Lane Group

There was no representative from The Lane Group present. Mr. Williams said he spoke to Mr. Chris Mullins and the bidding for the project is still expected to begin in July. Mr. Williams and The Lane Group submitted the paperwork for a grant from the Department of Water to pay for generators for the Maytown Pump Station and Hamilton Street.

Treasurer Report

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$199,102.78 as of 5/9/2025. She reported \$68,551.15 in outstanding checks, accounts payable due in the amount of \$2,015.79 and interim accounts payable in the amount of \$108,527.42. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$128,535.84.

Ms. Sharpe presented the meeting minutes for April 14, 2025, regular meeting, April 28, 2025, workshop meeting, and May 6, 2025, special called meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday's deposit was \$1,120.08 and today's deposit was \$4,088.66 making the combined cash availability \$133,744.58.

Ms. Sharpe has been in touch with Miner's Exchange Bank and when the minutes are approved the bank is ready to open the new accounts. Ms. Sharpe also reported that the auditors should be done with the FY24 audit by the end of May.

Joe Still made a motion to approve April 14, 2025, regular meeting minutes. Carles Collins seconded the motion, which resulted in all Ayes.

Joe Still made a motion to approve April 28, 2025, workshop meeting minutes. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Joe Still made a motion to approve May 6, 2025, special called meeting minutes. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Joe Still made a motion to approve the total accounts payable due in the amount of \$2,015.79. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Joe Still made a motion to approve the interim accounts payable in the amount of \$108,527.42. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Attorney Report

Mr. William Sturgill, Town Attorney, said everything he has to discuss is on the agenda.

New Business:

- A. Spearhead Trails - Marty Shopping Center Red Light Crossing - Chief Mullins had a call from Mr. John Perry with Spearhead Trails to advise they have been having meetings with VDOT and VDOT is expressing an openness to granting a permit for a crossing at the Marty Shopping Center redlight to allow Spearhead Trail riders to cross the road to access the Food City Gas & Go and Hardees. Council will need to approve the crossing at that location and then Mr. Williams can take the meeting minutes and prepare a permit to send to VDOT. Mr. Mooney asked Mr. Williams and Mr. Sturgill if this would have to be written up in a certain way or if a verbal vote is sufficient. Mr. Sturgill thinks that town approval is sufficient.

Deventae Mooney made a motion to allow Mr. Williams to apply for a permit for a Spearhead Trails crossing at the Marty Shopping Center redlight. Lisa Woodruff seconded the motion, which resulted in all Ayes.

- B. Prosim Engineering Quote for the Depot Building - Mr. Williams provided a copy of the quote and the inspection fee of \$5,400.00. Mr. Mooney asked if this was the only structural engineering company in the area. Mr. Williams informed Mr. Mooney that The Lane Group recommended the company and said it is the closest one to the town. Mr. Mooney asked Mr. Williams to get another quote before the June meeting and put this back on the agenda to discuss at that meeting.
- C. Powerstown Pump Station VFD Replacement - Mr. Williams presented quotes from Boggs Municipal Services and Buchanan Pump for the replacement of the VFD. Mr. Williams said the replacement part is the control system for the pump station. Mr. Mooney asked how long that part was in use before it tore up. Mr. Jeff Livingston said the part has been there quite a while. Mr. Mooney asked if the quote from Buchanan Pump includes a warranty, because he does not see that listed on either quote. Mr. Mooney would like to see if there is any type of warranty and then reach out to Council individually for a consensus due to the next voting meeting being held in June.
- D. Ordinance 2025-003 - Ordinance enacting provisions for removal or disposal of trash and clutter and the cutting of grass and weeds - Mr. Mooney did not ask Mr. Sturgill to read the ordinance to the group, as he had already done so at a previous meeting but did let those in attendance know there were copies of the ordinance available. Mr. Mooney said the ordinance sets a time frame for removal or trash and clutter and cutting of grass and weeds. The ordinance deals with both vacant and occupied property. Mr. Sturgill said the major change to the ordinance is that the original ordinance dealt with vacant property only. Mr. Still asked if the town manager would be the one to enforce the ordinance and Mr. Mooney said that was correct. Mr. Mooney asked if this ordinance applied to burned down houses and buildings. Mr. Sturgill said that is a different matter for the County Building and Zoning Department.

Mayor Deventae Mooney made a motion to adopt Ordinance 2025-003. Lisa Woodruff seconded the motion. A roll call vote resulted as follows:

Carles Collins - Aye
Deventae Mooney - Aye
Joe Still - Aye
Lisa Woodruff - Aye

Mr. Mooney apologized for not asking earlier and asked Chief Mullins to give an update on the compliance of the ordinance regarding windows of businesses in town. Mr. Mullins said the compliance is coming along. There are some issues with a few of the buildings that are not in regular use and Chief Mullins is trying to get in touch with the owners.

Old Business:

- A. Town Hall Roof - Mr. Williams contacted Laferney and received a quote of \$39,010.00. This quote for the Gold Package was accepted at a previous meeting and that is the quote the town is going with. Mr. Mooney said copies of the other quotes will be needed because this project will be paid for with ARPA funds. Mr. Mooney asked if there was a start date. Mr. Williams said he will be hearing from them.

- B. Budget Review - Mr. Mooney said he noticed Council had an updated budget, and the typo on the police department line item had been corrected. Mr. Mooney asked Mr. Williams if he worked with the department heads to get these numbers. Mr. Williams said he did. Mr. Williams went over the budget with Council, reminding Council that utility rates had to be increased by 5%. He said the budget includes a 3% raise for employees. Mr. Still said Ms. Sharon Still had mentioned the cost-of-living increase should be 2.2%. Mr. Williams said that figure differs from what his research showed. Mr. Mooney said it could be researched and discussed. Mr. Williams said the audit and preaudit fees will be more than last year. Mr. Mooney said the budget will be discussed further at the budget meeting. Mr. Mooney asked if this budget has any money going into the reserve account or is it perfectly balanced and Mr. Williams said the budget shows money going into the RD account and is balanced. Mr. Mooney asked if that means the budget is based on spending what money comes in and doesn't allow for any extra to be put into town reserves. Mr. Williams said that is accurate. Mr. Williams said the only addition to the personnel document is the addition of short and long-term disability. Mr. Mooney said he would like to cancel the workshop meeting and have one meeting for the budget on Tuesday, May 27th, at noon at Town Hall.

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. Joe Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Clerk/Treasurer Cathy Sharpe 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
- Lisa Woodruff - Aye

There was no action resulting from Closed Session.

Council Comments and Concerns:

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

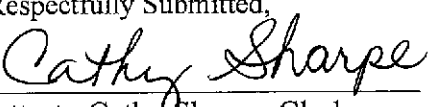
Joe Still - Mr. Still had no comments or concerns.

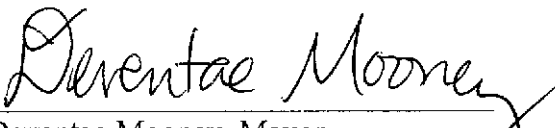
Lisa Woodruff - Ms. Woodruff had no comments or concerns.

Deventae Mooney - Mr. Mooney thanked all the department heads for all the items presented to Council tonight. He said he likes it when department heads are asked for something, and it is completed in a timely manner. Mr. Mooney congratulated the One Act Team and the Forensics team.

Adjournment:

Mayor Deventae Mooney made a motion to adjourn this meeting. Lisa Woodruff seconded the motion, which resulted in all Ayes.

Respectfully Submitted,

Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor