

**Council Minutes
Regular Meeting
January 11, 2016 – 6:30 p.m. – 502 Front Street E., Coeburn, VA**

Attendees: Upon a roll call vote the following Council members were present: Veronica Buchanan, Jeff Kiser, Deventae Mooney, Jess Powers, and Sharon Still. Christy McCoy - Clerk/Treasurer, Russell Mullins – Town Manager, and William Sturgill – Town Attorney were also present.

Reverend Carroll Childress, Midway Church gave the invocation. The group remained standing for the Pledge of Allegiance, which was led by attending veterans.

Town Manager

The town manager announced that on December 28, 2015 a grand jury presented another indictment against Loretta Mays, former town manager. The indictment included 8 counts of embezzlement, 12 counts of aggregate felony embezzlement, and three counts of credit card theft. According to the indictment, the amount taken from the Town amounts to more than \$10,000.

Agenda Amendment

Sharon Still made a motion to move old business item ‘b’, Resolution for Eastside One Act Play, in front of public expression. Deventae Mooney seconded the motion. A roll call vote resulted in all Ayes.

Mr. Shane Burke, Eastside Drama Coach, thanked Council for inviting the team for recognition of the Region 1A Championship. Council adopted Resolution #16-003 in Recognition of Eastside High School One-Act Play State Championship and presented the team with a signed resolution. Sharon Still made the motion to approve resolution #16-003 and Deventae Mooney seconded the motion. A roll call vote resulted in all Ayes. The team introduced themselves to council.

Public Expression:

Beth Thacker, 12101 Matlock Drive, approached Council about her water bill being incorrect. Ms. Thacker stated that she complained several times about her bill and penalty fees. She asked if someone could address the problem. The town manager and treasurer would discuss the issue with the water billing clerk and contact Ms. Thacker upon obtaining information about the account.

There was no additional public comment. The Mayor closed public expression.

Agenda Approval:

Jeff Kiser made a motion to approve the agenda. Deventae Mooney seconded the motion which resulted in all Ayes.

Reports:

Town Manager, Russell A. Mullins, reported that public works spoke with VDOT regarding the trees that were damaged during the 2015 winter storm. They informed public works that the trees are not a safety issue so they were not an immediate concern. They stated that the trees would be taken care of as soon as possible. He reported that he approached members of the board of supervisors regarding the Line of Duty Act reimbursement. However, the item was not taken up at the last Board of Supervisors meeting. He spoke with Shannon Scott and set up meetings with individual board members to discuss the matter. Ms. Still asked about the Safe Route to School grant. Mr. Mullins stated that no further action was taken to seek the grant. The water discoloration was the priority issue at that time. He stated that he would be working on the grant during the upcoming month. She asked where public works was on implementation of the safety program. Mr. Mullins informed her that a public works safety program was instituted. He reported that the flushing program would begin during weeks 3 and/or 4 of January. Proper advertising will take place upon implementation of the flushing program. Residents will be properly informed through several media outlets.

Randall Meade, Public Works Foreman, presented the monthly report for December 2015/January 2016. He stated that processed 171 work orders. The streets department completed the Christmas decorations. A progress meeting took place with DEQ, the Lane Group, VDOT, and contractors to discuss the completion of Sheffield Acres Sewer project. The project's anticipated completion date is January 31, 2016. There were water leaks reported and fixed during the month. Snow preparation continues as the winter season approaches. He reported that the public library roof leak was fixed. Ms. Buchanan asked if the town had an ample supply of salt to finish the winter months. Mr. Meade informed her that there was enough salt to finish out the winter months. Jeff Kiser asked if the library sign was fixed. The town manager stated that they were waiting on a fluorescent light to come in. He will follow up with the public works director for an update on the shipping. Mayor Kiser asked the town manager if any thought had been given to the 10% budget cuts that he requested. Mr. Mullins stated that he could not foresee cutting 10% without cutting services. He stated that the public works department and police department were already operating without filling full time positions that were vacant. Mr. Powers stated that he was concerned that the water quality and services would suffer if the town made additional cuts. Mayor Kiser asked the departments to look at each expense to see if any possible cuts could be made. He stated that he didn't want tax payers to have to pay any additional increases for the upcoming budget cycle.

The Lane Group, Chris Mullins, Project Manager did not attend the meeting. No report was given.

Clerk/Treasurer, Christy McCoy presented requested approval for the December 14, 2015 regular meeting minutes. She reported a posted cash balance as of 1/8/2016 of \$112,526.30. There was a total outstanding checks balance of \$1,962.07 and accounts payable due in the amount of \$52,980.25. After deducting both there was a cash balance of \$57,583.98. She reported the anticipated revenue and expenses. After reviewing the minutes, accounts payable and accounts receivable. Jeff Kiser made a motion to accept the minutes as presented. Deventae Mooney seconded the motion and a roll call vote resulted as follows: V. Buchanan – Abstained due to leaving the meeting early, J. Kiser – Aye, D. Mooney – Aye, J. Powers – Aye, and S. Still – Aye.

Sharon Still made a motion to approve the accounts payable due as presented. Jeff Kiser seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the interim accounts payable as presented. Jeff Kiser seconded the motion, which resulted in all Ayes.

Police Department. Police Captain, Jimmy Williams gave the police report for the month of December 2016. Captain William reported that the town received the final grant money for the end of the 2015 overtime cycle. He addressed the budget cuts that were requested by Mayor Kiser. He stated that currently the police department was using money from the restitution account to keep their cars maintenance. He commended the public works department for doing a great job working through the holidays with a limited number of people. Ms. Buchanan inquired about transportation to Marion. She asked how long a transport took from beginning to end. Captain Williams stated that two people must do a transport and that they could take as long as 13 hours from beginning to end. That included the full process and the time that the officers could be occupied with the task.

Fire Department, there was no representative present to give a report. Council expressed the need for the volunteer fire department to attend. A member should be present at the meeting for accountability to Council.

Attorney, William J. Sturgill, advised that he researched the cemetery issues that were posed at the previous meeting. He distributed Virginia State Code pertaining to the issue. He provided all codes that pertained to cemetery law. He wanted to make Council aware of the laws before proceeding with the cemetery clean ups. He also had two issues that needed to be discussed in closed session. He informed Council that the Coeburn Middle School/Hurberries property issue was out of the town's hands. The town fulfilled all necessary steps regarding the property conveyance.

New Business

- A. Virginia Resource Authority Disbursement #2 – The town manager provided the information to Council for grant disbursement #2 in the amount of \$51,850.64. The treasurer informed Council that the money was received and disbursed.
- B. Virginia Department of Health Office of Drinking Water Statement of Completion – The town manager provided a letter of completion for the Crab Orchard Waterline Replacement Project.
- C. Comcast Price Changes – Council was provided with a letter from Comcast regarding price changes beginning February 1, 2016.

Old Business

- A. Friends of the Library Committee – A representative was unable to attend the meeting. They asked to be added to the workshop agenda.
- B. Resolution for Eastside One Act Play – Moved to the beginning of the meeting.

Closed Session

Jeff Kiser made a motion to enter into closed session in accordance with Virginia Code §2.2-3711 (A1) to discuss the appointment of the Town Attorney and Virginia Code §2.2-3711 (A3) for the discussion of the disposition of property owned by the Town of Coeburn. Sharon Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Christy McCoy, Clerk, read the "Certification of Closed Meeting", which is attached to these minutes and made a part hereof. A roll call vote certifying that only matters that were identified in the motion convening were discussed, resulted in all Ayes.

Upon reconvening the meeting Deventae Mooney made a motion to change the title of the civil and criminal attorney to town attorney, leave Mr. William Sturgill in the position and leave the salary the same. Jeff Kiser seconded the motion. A roll call vote resulted in all Ayes.

Council Comments and Concerns

Veronica Buchanan stated that it was good to be moving forward and hoped that this year's budget process would be successful.

Deventae Mooney commented that he was glad to see the town moving forward and was looking forward to the continuation of progress.

Jess Powers wished everyone a happy and prosperous new year for the town and the citizens of Southwest Virginia. He realized it would be a tough year with the coal situation as it is.

Sharon Still wished everyone a happy new year and commended all departments for jobs well done.

Jeff Kiser stated that the Town of Coeburn was absolutely beautiful at Christmas. He commended public works for a job well done. He commended the police department for extra road checks during the holiday season.

Adjournment

Jeff Kiser made a motion to adjourn the meeting. Sharon Still seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


Attest: Christy L. McCoy, Clerk


Jeffery G. Kiser, Mayor