

Council Minutes
Workshop Meeting
January 25, 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, and Sharon Still. Scott Brooks – Police Chief, Christy McCoy - Clerk/Treasurer and William Sturgill – Town Attorney were also present.

Councilman Jess Powers and Russell Mullins, Town Manager were not present.

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

Public Expression:

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

Agenda Approval:

As requested by the Friends of the Library Committee, Sharon Still made a motion to remove Old Business item 'A'. Deventae Mooney seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to add under New business item 'B', changes to the town ordinances as related to the mayor and council elections and organizational meeting. Jeff Kiser seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to add under New business item 'C', Speedway Children's Charity in relation to the Ringley Park expansion. Deventae seconded the motion, which resulted in all ayes.

Jeff Kiser made a motion to approve the agenda as amended. Sharon Still seconded the motion which resulted in all Ayes.

Reports:

Town Manager, Russell A. Mullins, was absent no report given.

Public Works, there was no representative from public works to report.

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

Clerk/Treasurer, Christy McCoy presented the list of accounts payable due in the amount of \$33,188.77. She will request approval of those and additional bills that come in prior to the regular meeting held in February. She reported an outstanding check amount of \$39,188.77 and a cash balance (to date) of \$60,559.78. She advised that there would be a payroll of approximately \$32,000, due January 28, 2016. She reported working with the town manager and Art Mead on the 2017/2018 budget.

Sharon Still asked about the delinquent taxes as they relate to purchasing town decals. Ms. McCoy informed her that all personal property taxes must be paid prior to purchasing stickers. Jeff Kiser asked about the DMV program to hold tags. Ms. McCoy advised that the town does have access to the program. She will be sending out delinquent notices during the month of February. Ms. Still asked that a memo be put out to the public announcing the decal rules regarding discounts. Ms. McCoy also informed Council that they may want to consider moving away from decals. Most towns and counties no longer have decal requirements. In lieu of the decal fee most towns have added the amount to the property tax tickets.

Jeff Kiser asked if any figures were generated showing usage during the months of the water discoloration issue. Council wanted to compare usage from the months that people would have been using more water than normal in order to flush the discoloration. Ms. McCoy will discuss the billing with the water billing clerk.

Police Department, Police Chief, Scott Brooks informed Council that the police department would be asking for permission from Council to apply for a USDA grant in order to purchase new police cars. Chief Brooks explained that the grant would be a match grant. The town would be required to pay \$17,000 and the grant would be \$50,000. The total grant amount would be \$67,000.00 if approved. He explained that the \$17,000 would be set up on a loan through the USDA. Mr. Kiser inquired about the mileage on the current police cars. He asked Chief Brooks to verify the State policy on car replacements and report back to Council.

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 created the VFW Resolution. Ms. Still advised that the VFW should be present at the next meeting.

New Business

- A. Virginia Resource Authority Disbursement #7 – The town manager provided the information to Council for grant disbursement #7 in the amount of \$286,501.01. The treasurer informed Council that the money was received and disbursed.
- B. Changes to Town Ordinance – Ms. Still reviewed the Town’s Code or Ordinances. She explained that there was some confusion during the last election regarding organizational meeting that takes place the first meeting after elections. She would like to change the ordinance to read that the date should be July 1 or the first business day following. She also wanted to add email as a form of communication for special called meeting. Mr. Kiser stated that he had concern about not having the notice hand delivered. Ms. Still clarified that she wanted to add it as an additional resource for notification, not the primary notification. The attorney will look at the codes and report back to Council his recommendations.
- C. Speedway Children’s Charity – Ms. Still wrote Bristol Motor Speedway regarding a donation for the Ringley Park Expansion. A copy of the application was obtained and needed to be completed. She asked the attorney who could apply for the donation. The application stated that the group must be a 501-3C. The attorney stated that it would be best to have one of the groups that do civic

duties apply for the grant. It would be a great opportunity for the town. Ms. Still stated that she would talk to the Coeburn Civic League and the Coeburn Improvement Association. Ms. Buchanan suggested the Lions Club or the Kiwanis Club. She suggested sending something to all the groups and see who would be interested in participating. Ms. Still stated that she wasn't particular about who completes the application as long as it goes to the park. The deadline is August 1, 2016.

Old Business

- A. Friends of the Library Committee – Requested to be removed from the agenda.
- B. VDOT Bridge Project – The attorney reported that the town manager had been in contact with VDOT In regards to the project.

Council Comments and Concerns

Veronica Buchanan thanked public works for keeping the roads clean during the recent snow storm.

Deventae Mooney reiterated Ms. Buchanan's comments.

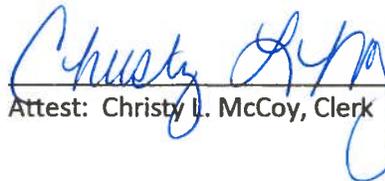
Sharon Still thanked all the departments for all the work that is done for the town.

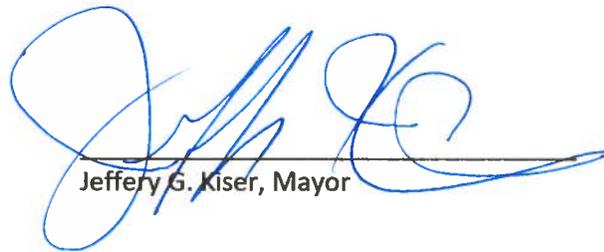
Jeff Kiser echoed all the comments regarding public works and the departments for all the work done. Mr. Kiser thanked Ms. McCoy for all the work that she done during the financial crisis that the town has faced. He was thankful that the town was operating in a positive cash position.

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