

## TOWN OF COEBURN

### Council Workshop Minutes

January 23, 2012 – 6:00 p.m. – 413 Front Street E, Coeburn, VA

**Attendees:** All Councilpersons were in attendance. Also present were Loretta Mays, Town Manager, Willie Stout, Police Chief, and Christy McCoy, Clerk/Treasurer.

**Call to Order:** Mayor Larry Salyer called the workshop meeting to order.

#### **Business:**

- **Trash Collection/Disposal** – The backup trash truck is out of order. The idea of purchasing a used trash truck has been explored and does not seem like the best idea. The truck is only used once a week. Ms. Mays has been discussing a weekly lease option with another locality as an alternative to purchasing a used truck. Ms. Mays has also been exploring different options to reduce cardboard disposal. By reducing the amount of cardboard hauled to the landfill, the town could reduce the number of trips made to the landfill each week.
- **PAR on Alumni Stadium** – Approval was requested to move forward on a Preliminary Architectural Report analyzing the cost of maintenance and repairs needed at the baseball stadium. Council agreed to move forward with the report using recreation funds to pay the cost incurred, up to \$6,000. Council will vote on approval at the next regularly scheduled meeting.
- **C-N-W Service Agreement** – A second draft has been submitted by C-N-W for review. Council members were given a copy of the drafted agreement for informational purposes. The agreement will need to be approved by Council before July 2012. Town Attorney, Gary Gilliam, will be given a copy for review and discussion.
- **Open End A/E Services** – The architectural and engineering contract between the Town of Coeburn and The Lane Group has expired. Council agreed to allow Ms. Mays to advertise the acceptance of RFP's for an open end A/E contract. Council will vote on approval at the next regularly scheduled meeting.
- **Depot Locks** – Upon request of Council a quote was obtained to rekey the depot locks. The locksmith quoted replacement of all master and submaster locks for \$390 less 15% if paid the day the locks are replaced. Council will vote on approval at the next regularly scheduled meeting.
- **Code of Ordinances (parking fines et al)** – Chief Willie Stout attended the workshop meeting to discuss the town ordinance pertaining to parking fines. The Code of Virginia states that a minimum fine of \$100 be assessed if unlawfully parking in a handicap parking zone. In order to be in compliance with state law a new ordinance will need to be adopted. This brought up the issue of several

ordinances that are outdated and will need to be changed. Council asked that each department review the town ordinances and submit any change requests.

- Personnel Policy Changes – During the most recent audit some discrepancies were found in the personnel policies. These policies will also be reviewed and changes submitted to Council for approval.
- Update on Auction – Ms. Mays updated Council on the success of the online auction.
- F450 Bed – As previously approved by Council, a bed will be purchased for the 2003 F450 out of the proceeds of the action. Efforts are being made to locate a used bed.
- A \$10,000 reserve was made on the Kenworth truck and a bid of \$7,700 was made. Council agreed to take \$7,700 for the equipment instead of readvertising.
- 12 trusses will be required to construct the Bondtown Park Shelter. Ms. Mays will contact the Job Corp to see if they would be interested in performing the construction of the Shelter.
- Ms. Debra Wells will serve as the Director for the WiseJAMS program. 72 students showed interest and 59 have currently enrolled. Classes will run with the school calendar.
- Ms. Mays will not travel with Wise County to the legislative meeting but instead will attend the Virginia Municipal League conference February 8, 2012 – February 10, 2012.

#### **Council Comments & Concerns:**

Carole Boone asked when the fire department doors will be complete.

Carles Collins inquired about a ditch that needed filled on 6<sup>th</sup> Street. Mr. Collins also requested a litter pick up on King Street.

#### **Closed Meeting:**

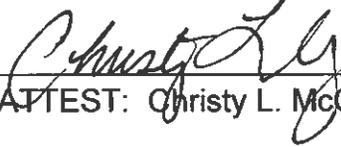
Mr. Charles Kiser made a motion to enter into Closed Session pursuant to Virginia Code Section 2.2-3711 (A) 3 to Discuss Disposition of Real Estate. Lynn Wells seconded the motion. A roll call vote resulted in all Ayes.

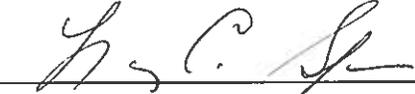
Council entered into closed session.

Immediately following the closed meeting, Mayor Salyer reconvened the meeting. Carles Collins made a motion to enter into open meeting. Lynn Wells seconded the motion and a vote resulted in all Ayes. Christy McCoy, Clerk, read the "Certification of Closed Meeting", which is attached to these minutes and made a part hereof.

**Adjournment:** There being no further business, the meeting adjourned.

Respectfully Submitted,

  
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ATTEST: Christy L. McCoy, Clerk

  
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Larry C. Salyer, Mayor

**ATTACHMENT: Certification of Closed Meeting**

WHEREAS the Coeburn Town Council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS Section 2.2-3712 of the Code of Virginia requires a certification by the Coeburn Town Council that such closed meeting was conducted in conformity with the Virginia Law;

NOW, THEREFORE BE IT RESOLVED that the Coeburn Town Council hereby certifies that to the best of each member's knowledge (I) only public business matters lawfully exempted from open meeting requirement by Virginia law were discussed in closed meeting to which this certification resolution applies and (II) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Coeburn Town Council.