

TOWN OF COEBURN

Council Minutes – Workshop Meeting July 23, 2012 – 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees: All Council was present. Also present were Loretta Mays –Interim Town Manager, and Christy McCoy - Clerk/Treasurer.

Call to Order: Mayor Jess Powers called the meeting to order.

New Business:

- **Ballfield/Track** – Chris Mullins and Sandra Graham, The Lane Group, presented a Professional Engineering Review for the Alumni Stadium Repairs. The Lane Group estimated the cost of repairs to be \$50,500, excluding outfield drainage. Ms. Graham reviewed the repairs that were needed. Council was advised that all construction related costs could increase by 2013. The baseball field has a slope which is causing drainage problems. Mr. Mullins advised Council that without a detailed review he could only give a very broad estimate beginning at a minimum of an additional \$15,000.
- **Committee Appointment Application and Reappointments** – Mayor Powers presented a draft of an application that could be used for citizens interested in voluntarily serving on a Town of Coeburn Board. Council discussed the application draft and finalized changes. The application will be added to the Town of Coeburn website with a deadline of Friday, August 24, 2012 at 4:30 p.m. Council will review applications during the August 27, 2012 workshop. Votes will be taken on September 10, 2012, on pending reappointments.
- **Rally Shack** – Jeff Kilgore, Veolia Project Manager, presented Council with a quote for the installation of an air conditioning unit in the Rally Shack. The consensus of members was to insulate the ceiling and install two (2) air conditioning units.
- **Accounts Payable** – Ms. Christy McCoy, Treasurer, discussed accounts payable reporting with Council. Council requested accounts payable reports to be presented at the monthly workshop meeting. Ms. McCoy explained that there would be additional payments presented during the normally scheduled meeting.

- **FY12 Financials** – Ms. McCoy asked Council to consider changing accounting firms due to recent changes made by the Governmental Accounting Standards Board (GASB). She informed Council that new standards allow the same firm to prepare financial statements and conduct the audit. By using the same firm, the town will save a considerable amount of money. Council agreed to allow Ms. McCoy to speak with Larry Sturgill to schedule the Town of Coeburn a date to prepare the FY12 financial statements and conduct the FY12 audit.
- **Transient Occupancy Tax** – Ms. Mays discussed implementing a transient occupancy tax to be imposed on hotels, motels, boarding houses, travel campgrounds , and other facilities offering guest rooms rented out for continuous occupancy for fewer than 30 consecutive days. Council discussed the tax with Ms. Mays and Ms. McCoy.
- **60 KW Generator** – Ms. Mays advised Council that Wytheville Surplus had a generator for sale that could operate the Flatwoods pump station in the event of a power outage. The cost of the generator was quoted at \$2,900. Council instructed Ms. Mays to purchase the generator. An official vote to allocate \$2,900 will be taken at the next regularly scheduled meeting.
- **Power for Guest River Rally** – Ms. Mays discussed the most cost effective way to power the hookups for vendors during the Guest River Rally. Associated costs will be presented for approval in August.
- **South Coeburn Pump Station** – Materials were previously purchased for improvements to the South Coeburn Pump Station building. The project was not completed and the materials have not been used. Ms. Mays suggested returning the materials in order to upgrade the pump system. Council Agreed.
- **Flocculators** – The wastewater plant has two (2) flocculators that are in need of repair or replacement. Veolia is unable to purchase the parts for the equipment repair due to the age of the equipment. Jeff Kilgore, Veolia Project Manager, has advised that one flocculator may need to be replaced soon. The estimated cost of each flocculator is approximately \$5,000.
- **1946 Fire Truck** – The 1946 fire truck is currently parked behind the police department deteriorating. Council discussed options to restore the body of the fire

truck. Veolia has an employee on staff at the Williamson, WV location that can perform the labor.

- ATV Trailhead – Ms. Mays updated Council on the Spearhead Trails project. The town has an opportunity to have a trailhead located near or in the town. If a trailhead is located in or near town, Council will need to begin thinking about ATV traffic routes.
- Lombardo Property In Banner - The Lombardo property located in Banner has been offered to the town as a donation. The property could possibly be useful to the town once the Spearhead Trail System is complete.
- Lagoon – RV Park – Previous Council voted to go forward with a campground to be located at the Lagoon property. Ms. Mays briefed Council on the ideas that had been discussed for the campground.
- Bondtown Park Shed – Previous Council discussed building a shed at the Bondtown Park. Construction of the shed was postponed due to the cost. Council agreed to surplus the rafters if they can't be used by the fire department.
- Boundary Adjustment – A boundary adjustment was previously discussed among Council members. Ms. Mays briefed Council on the boundary adjustment. Council agreed to discuss this further as a future possibility.
- Machine Creek Options – The Town of Coeburn owns 500 acres of land located on Machine Creek. An offer was made to purchase the low grade timber from the Town. After hiring a timber consultant and receiving a detailed report previous Council decided to table the matter.
- Other -
 - Jeff Kiser inquired about the water project
 - Jess Powers discussed a citizen request for special needs playground equipment for the park.
 - Jess Powers spoke about the band request for a donation.
 - Loretta Mays updated Council on success of the Wise JAMS program.

- Jess Powers discussed an Emergency Management Coordinator for the town. It is currently the duty of the Chief of Police but Council agreed to explore the option of a designated coordinator.
- Jess Powers requested Council responses to public speakers be added to the agenda.

Closed Meeting

Charles Kiser made a motion to enter into Closed Meeting pursuant to §2.2-3711 (A) 1 of the Code of Virginia to discuss personnel issues within the police department. Jeff Kiser seconded the motion, which resulted in all Ayes.

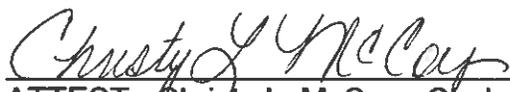
Council entered into closed meeting. Loretta Mays and Christy McCoy also attended closed meeting.

Immediately following the closed meeting, Veronica Buchanan made a motion to reconvene the meeting. Carles Collins seconded the motion, which resulted in all Ayes. Mayor Powers reconvened in open meeting. Ms. McCoy read the "Certification of Closed Meeting", which is attached to these minutes and made a part hereof.

Adjournment:

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

Respectfully Submitted,


ATTEST: Christy L. McCoy, Clerk


Jess R. Powers, 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.