

Council Minutes
Regular Meeting
December 10, 2018 - 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees:

Upon roll call, the following members of Council were present: Jeff Kiser, Mike Holbrook, Deventae Mooney and Mike Wright. Sharon Still was absent. Russell A. Mullins – Town Manager, Cathy Sharpe – Clerk/Treasurer and William Sturgill – Town Attorney were also present.

Call to Order:

Mayor Jeff Kiser called the meeting to order. Deventae Mooney gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Jeff Kiser.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

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

Reports:

Town Manager

Town Manager, Russell A. Mullins congratulated Eastside High School One Act Play for their fifth state championship in the One Act Play.

Mr. Mullins reported that Jeff Livingston, Public Works Superintendent and members of public works were out over the past weekend because of snow. He stated that he and Mr. Livingston are still looking for someone to repair the engine in the F350. He advised that he and Mr. Livingston purchased an engine for the Chevy truck for \$1800.00; it has lifetime parts warranty. He reported that they are getting quotes from a couple of different garages for the F350 engine that should be more reasonably priced than the \$11,000.00 Morgan McClure Ford quoted.

Mr. Mullins reported that setters, setter boxes and meter lids have been delivered and that meters had started coming in as well. Mr. Jeff Livingston advised that all the supplies to replace the PRV for Timberville had been delivered.

Public Works

Jeff Livingston, Public Works Superintendent, reported a couple of leaks had been repaired at Flatwoods Road.

Mr. Livingston advised that the transmission was in for the backhoe and that he had to order parts for the gear shifter. Those parts have come in and have been put on. He reported that brake lines had to be ordered and would be delivered Wednesday. Mr. Livingston stated that the motor for the Chevy truck should be delivered in a couple of days.

Mayor Jeff Kiser asked Mr. Livingston if he had spoken with Mr. Chris Mullins as to what can be done about the setter box problems for the Scott County line. Mr. Livingston advised that Mr. Chris Mullins from The Lane Group stated that the setter boxes are no longer under warranty.

Mr. Jeff Kiser advised that public works had done a great job clearing the snow this past weekend. He stated they had been operating with limited equipment.

The Lane Group

There was no representative from The Lane Group present.

Treasurer

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$183,531.22 as of December 7, 2018. She reported outstanding checks in the amount of \$65,245.83, accounts payable due in the amount of \$43,234.75 and interim accounts payable in the amount of \$56,344.68. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$75,050.64.

Ms. Sharpe presented meeting minutes for the November 19, 2018 regular meeting and December 4, 2018 special called meeting.

Ms. Sharpe reported an additional deposit since reports had been presented for the meeting. This deposit was \$9,021.27 making the total cash availability \$84,041.91.

Mike Holbrook made a motion to approve the accounts payable due as presented. Mike Wright seconded the motion, which resulted in all Ayes.

Mike Holbrook made a motion to approve the interim accounts payable as presented. Mike Wright seconded the motion, which resulted in all Ayes.

Mike Wright made a motion to accept the November 19, 2018 regular meeting minutes as presented. Mike Holbrook seconded the motion, which resulted in all Ayes.

Mike Holbrook made a motion to accept the December 4, 2018 special called meeting minutes as presented. Mike Wright seconded the motion, which resulted in all Ayes.

Police Department

Chief Scott Brooks gave the police activity report for the month of November 2018. There were 1,435 events that took place during the month. He gave a summary of these events.

Fire Department

There was no representative from the fire department present. No report was given.

Attorney Report

William Sturgill, Town Attorney, advised he did not have anything specific to report. He offered to answer questions that Council may have.

Mr. Jeff Kiser asked that a resolution be done to Mr. Charlie McConnell for his diligent work throughout the years both for Town of Coeburn and Lay's as well. He asked that Mr. Russell Mullins or Mr. Mike Holbrook ask Mr. McConnell if he would be available to attend the January regular meeting and if not, the February or March meeting.

Mr. Deventae Mooney asked for a resolution for the Coeburn Highschool One Act Play to be done as well.

New Business:

- A. CNW Public Hearing – Mr. Russell Mullins reported that CNW will conduct a Public Hearing on Wednesday, February 6, 2019 to set new rates. He advised that there should be about a \$63.00 decreased this year versus last year. Mr. Mike Wright stated that the Town of Coeburn will receive a significant refund as well. Mr. Jeff Kiser asked Mr. Mullins and Ms. Sharpe about coal severance taxes this year. Mr. Mullins stated they were around \$20,000.00 or \$21,000.00.
- B. Alleyway Abandonment – Mr. Mullins advised that Larry Ritchie is asking for abandonment of an alleyway that runs through his property. He stated that Mr. Ritchie now owns both sides of that property. Mr. Jeff Livingston reported that there are no waterlines located in the alleyway. Mr. William Sturgill – Town Attorney advised that the first step for this abandonment would be to make sure there is no use to this alleyway for the town; typically this is done through the Planning Commission but is not required. Second, there a public hearing would have to be set. After the hearing council would then adopt a resolution. The resolution would then put on file with the circuit court clerk's office.
- C. Charlie McConnell resignation from EDA (vacancy filled by Vice-Mayor Still) – Mr. Russell Mullins stated that this was voted on at the last meeting. Mr. Jeff Kiser asked Mr. Mullins to get a list of both seated and unseated board members and the terms for those

seats for each of the boards. He asked that Mr. Mullins bring the list to the January regular meeting.

D. Reminder of Town Christmas Dinner on December 17, 2018 – Mr. Mullins reminded everyone that the dinner will be held 6:30 p.m. at Celebrate immediately following the public hearing. Mr. Deventae Mooney advised that the dinner will be at 6:00 p.m. not 6:30. Mr. Jeff Kiser said a public hearing was scheduled for 6:30 p.m. but it could be done during the dinner on the other side of Celebrate. Mr. Mooney asked the department heads to get a list of attendees together by Thursday or Friday this week.

E. Reminder of Public Hearing on December 17, 2018 – Mr. Jeff Kiser reminded everyone that the public hearing will be at Celebrate at 6:30 p.m. on December 17, 2018.

Old Business:

Jeff Kiser made a motion to enter into closed session in accordance with Virginia Code §2.2-3711(A.1) to discuss performance of Town of Coeburn personnel in all departments. Mike Holbrook seconded the motion which resulted in all Ayes.

Closed Session:

Immediately following closed session, Cathy Sharpe, Clerk/Treasurer, read the “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 in all Ayes.

Council Comments and Concerns:

Mike Holbrook – Mr. Holbrook had no comments or concerns.

Deventae Mooney – Mr. Mooney had no comments or concerns

Mike Wright – Mr. Wright said he is thankful to everyone who contributes to the Town of Coeburn. He wished everyone a Merry Christmas.

Jeff Kiser – Mr. Kiser thanked everyone for all they do. He thanked public works for clearing the roads with the minimal amount of equipment they had to work with. He reminded everyone about the Christmas Dinner. He wished everyone a Merry Christmas.

Adjournment:

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

Respectfully Submitted,

Cathy Sharpe
Attest: Cathy Sharpe, Clerk


Jeffrey G. Kiser, Mayor

**Council Minutes
PublicHearing
December 17, 2018 – 6:30 p.m. – 502 Front Street E, Coeburn, VA**

A public hearing was held to solicit input for the intent to apply for USDA, Rural Development Funds for the Town of Coeburn System Wide Improvement Project Phase I.

Attendees:

Upon roll call all members of Council were present. Russell A. Mullins – Town Manager was also present. Cathy Sharpe – Clerk/Treasurer and William Sturgill – Town Attorney were absent.

Call to Order:

Mayor Jeff Kiser called the public hearing to order.

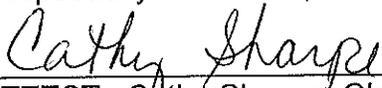
Public Expression:

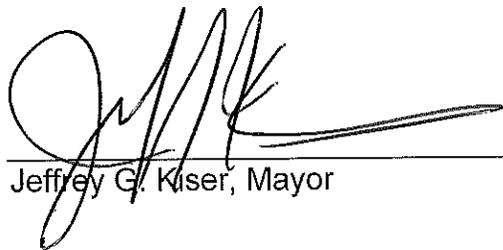
There was no public comment. Public expression was closed.

Adjournment:

Jeff Kiser made a motion to adjourn the public hearing. Deventae Mooney seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


ATTEST: Cathy Sharpe, Clerk


Jeffrey G. Kiser, Mayor