

Council Minutes
Regular Meeting
April 13, 2015 – 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees: Upon a roll call vote council members Deventae Mooney, Jeff Kiser, Jess Powers, and Sharon Still were present. Scott Brooks – Chief of Police, Christy McCoy – Clerk/Treasurer, and William Sturgill – Town Attorney were also present.

Veronica Buchanan and Russell Mullins, Town Manager was not present.

Call to Order: Mayor Jeff Kiser called the meeting to order.

Councilman Deventae Mooney gave the invocation. The group remained standing for the Pledge of Allegiance.

Public Expression:

Justin Hamm, 110 Litchfield St, Apt. B-107 reported that he continued to have water discoloration. He stressed to Council that he would like the issue resolved. He asked Council to replace the waterline.

There being no further public comment, public expression was closed.

Approval of Agenda:

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 Mullins was not present. Christy McCoy reviewed a letter that was written by Mr. Mullins. The FY16 proposed budget summary and recommendations were included in the letter. Ms. McCoy advised Council that there would be a bridge dedication on Saturday, April 18, in honor of SSGT Michael T. Gibson at 2:00 p.m. She reported that the public library and the M.E.O.C. building that suffered damages during the snow storm would be completed in May.

Public Works

Danny Jordan, Public Works Director reported that the public works department began working on the town's landscaping projects. He informed Council that any water leaks and/or sewer blockages that public works was aware of was repaired. He recommended moving forward with replacing the waterline at Litchfield Apartments. He

did not have any prices for the line replacement, but he stated that he could do a cost study and present it to Council. There are currently 8 customers connected to the galvanized line. He suggested that the old galvanized line was causing the discoloration. Mr. Jordan reported that the existing meters could be used for the line replacement project. Mayor Kiser stated that the Litchfield residents has been very patient and he would like to see the line fixed. Council was in agreement that the line needed replaced. Official action was not taken at that time.

Vice-Mayor Still addressed an issue of public works employees smoking in the shop. She also addressed citizens that are not employed by the Town of Coeburn loitering inside of the shop. Due to insurance liabilities Ms. Still asked Mr. Jordan to address both situations. Mr. Jordan agreed with Ms. Still and stated that there was signage stating that only authorized personnel was allowed inside the shop. There are also no smoking signs posted.

The Lane Group

No representative for the Lane Group was present. Mayor Kiser asked to enter into closed session in regards to the water project.

Treasurer

Clerk/Treasurer, Christy McCoy presented Council with minutes from March 9, March 21, and March 23, 2015. She presented the accounts payable due in the amount of \$81,121.20. Also presented was the interim accounts payable report in the amount of \$68,174.38. Ms. McCoy reported that after the outstanding checks and the accounts payable were taken into consideration, there was a negative cash balance in the amount of \$(80,727.77). She reported all anticipated revenue for the upcoming month.

The Treasurer recommended publicly announcing delinquent taxes. The announcement would be made in a local newspaper. Mr. Jess Powers asked the treasurer if citizens that have payment agreements would be advertised. Ms. McCoy advised that anyone making an effort to pay the taxes would not be publicized. Mayor Kiser suggested giving advanced notice that the town would be advertising the names of the citizens owing personal or real estate taxes. Mayor Kiser made a motion to authorize the town treasurer to send out notice to the public about delinquent real estate and personal property taxes and to make an announcement as part of the water bills and for those not taking action publicize by May 22, 2015.

March 9, 2015 – Regular Meeting – Jeff Kiser made a motion to approve the March 9, 2015 minutes as presented. Jess Powers asked about the consultant doing out of scope work. He asked if Council ever approved out of scope work? Mr. Powers stated that the consultant reviewed the budget and that he didn't recall Council approving budget review as part of the study. Mayor Kiser informed Mr. Powers that the motion allowed a public works study and any other study deemed necessary. Ms. McCoy will provide a copy of the minutes containing the motion within the workshop packet.

Deventae Mooney seconded Mr. Kiser's the motion to accept the minutes as written. The vote resulted as follows: V. Buchanan – Absent, J. Kiser- Aye, D. Mooney – Aye, J. Powers – Nay, S. Still – Aye.

March 21, 2015 – Recessed Meeting – Jeff Kiser made a motion to approve the minutes as presented. Deventae Mooney seconded the motion. The vote resulted as follows: V. Buchanan – Absent, J. Kiser- Aye, D. Mooney – Aye, J. Powers – Aye, S. Still – Aye.

March 23, 2015 – Workshop Meeting – Jeff Kiser made a motion to approve the minutes as presented. Sharon Still seconded the motion. The vote resulted as follows: V. Buchanan – Absent, J. Kiser – Aye, D. Mooney – Aye, J. Powers – Abstained (absent), S. Still – Aye.

Accounts Payable - \$81,121.20 – Jeff Kiser made a motion to pay the accounts payable due as soon as funds were available. Deventae Mooney seconded the motion. A roll call vote resulted as follows: V. Buchanan – Absent, J. Kiser- Aye, D. Mooney – Aye, J. Powers – Nay, S. Still – Aye.

Interim Accounts Payable - \$68,174.38 – Deventae Mooney made a motion to accept the interim accounts payable as presented. Sharon Still seconded the motion. A roll call vote resulted as follows: V. Buchanan – Absent, J. Kiser – Aye, D. Mooney – Aye, J. Powers – Nay, S. Still – Aye.

Police Report

Police Chief, Scott Brooks reviewed the activity report. He reported 692 total events, which included 25 total arrests, 35 charges issued and 85 citations. Chief Brooks reported that there were a couple of anticipated grants that would be awarded to the Coeburn Police Department. One grant is a hiring grant that will be available in September 2015. The department would also be receiving a grant that the department will give to the town to pay the 2015 police car payments.

Volunteer Fire Department

There was no report was given by the fire department.

Attorney Report

The attorney reported that an update regarding the Norfolk Southern Lease would be given during a future meeting. Mr. Sturgill advised that he felt Norfolk Southern would not keep the current lease in place. Norfolk Southern is asking for an updated lease agreement for the depot parking lot.

Farmers Market

Ms. Shirley Cassidy was not present to give a report. Mr. Powers informed Council that a Farmers Market meeting was held in March.

New Business

- a. Proposed Revenue Increases – In the absence of the town manager, the Mayor read a letter that was given to Council. The letter outlined the proposed revenue increases. The increases were as follows: 9% increase in water rates, the rate would automatically increase sewer revenue because sewer is based on a percentage of the water rates. He proposed a \$1.00 increase in sanitation which would result in an addition \$10,188 in the general fund. A \$0.05 increase in real estate tax was also recommended. Due to the town managers absence, Mayor Kiser suggested holding a special called meeting Monday April 13, 2015 at 6:30 p.m. Mr. Powers advised that he would not be available to attend a meeting on that date due to a scheduling conflict. Mayor Kiser asked Mr. Powers to provide a list of available dates for future budgetary meetings so that Council could make an effort to schedule around those dates
- b. FY 2015 Budget Process – Mayor Kiser called a special called meeting to be held at the Depot, Monday, April 13, 2015 at 6:30 p.m. The meeting will be held to discuss the proposed budget.
- c. SSGT Michael T. Gibson Bridge Dedication – Public Works Director, Danny Jordan, informed Council that there would be a bridge dedication on Saturday, April 18, in honor of SSGT Michael T. Gibson at 2:00 p.m. at the Bondtown Bridge adjacent to the Valero station. The presentation will include a Veteran of Foreign Wars commending Mr. Gibson and reviewing the medals received by Mr. Gibson during his time in service. A full military 21 gun -solute is also scheduled for the dedication.
- d. Conditional Operation and Maintenance Certificate Department of Conservation and Recreation – The Toms Creek Dam was issued a conditional O&M certificate to operate. The conditions of the permit stated that the town must provide alteration permit application for addressing erosion at abutments issues by June 30, 2015. The town must complete construction of improvements to prevent erosion at abutments by August 1, 2016. The town must submit the O&M Certificate Application with current inspection report by January 1, 2017.
- e. Resolution #15-003 Member Contributions by Salary Reduction for Counties, Cities, Towns, and Other Political Subdivisions – The treasurer presented Resolution #15-003 to Council. The resolution is the last of a 5 year plan implemented by VRS. Council asked the Attorney to review the resolution and make a recommendation during the next meeting. Ms. McCoy will provide the attorney with the paperwork needed for the recommendation.

Old Business

- a. Board of Zoning Appeals Appointment – Jeff Kiser made a motion to reappoint Mr. Richard Eakin to the Board of Zoning to be effective July 1, 2015. Sharon Still seconded the motion, which resulted in all Ayes.

Executive Session:

Jeff Kiser made a motion to enter into closed session in accordance with Virginia Code §2.2-3711(A.3) for consultation specifically involving acquisition of real estate for the purpose of public use. Deventae Mooney seconded the motion, which resulted in all Ayes.

Immediately following the closed meeting, 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. The clerk conducted a roll call vote which resulted in all Ayes.

No action was taken upon reconvening the meeting.

Council Comments and Concerns:

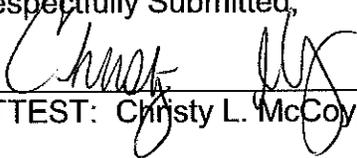
Mayor Kiser asked that all department heads attend the special called meeting. He reminded everyone of the bridge dedication and encouraged everyone to attend.

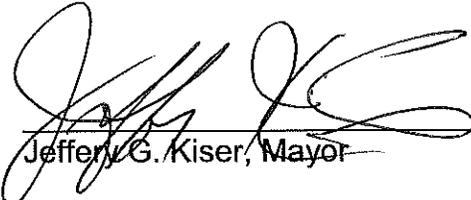
There was no Council comments or concerns.

Adjournment:

Deventae Mooney made a motion to adjourn the meeting. Sharon Still seconded the motion which resulted in all Ayes.

Respectfully Submitted,


 ATTEST: Christy L. McCoy, Clerk


 Jeffrey G. Kiser, Mayor