Council Minutes
Workshop Meeting
January 26, 2015 – 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees: Upon a roll call vote, Jeff Kiser, Deventae Mooney, and Sharon Still were present. Veronica Buchanan and Jess Powers was absent. Scott Brooks – Police Chief, Christy McCoy – Clerk/Treasurer, and William Sturgill – Town Attorney were also present. Russell Mullins – Town Manager was absent.

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

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

Public Expression:

There was no public comment and public expression was closed.

Approval of Agenda:

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

Reports:

Town Manager

Town Manager Mullins was absent. There was no report was given.

Public Works

Public Works Director, Danny Jordan reported daily street maintenance, sanitation activity, work order fulfillments, repairing water leaks and sewer jetting. Mayor Kiser asked Mr. Jordan about the time frame for the bridge repair on Front Street. The bridge near the fire department was hit by a VDOT snow plow and has not been repaired. The bridge belongs to VDOT and they have been working on getting the necessary easements in place to begin the repair. Mr. Jordan didn't know an estimated time span for the repair. He will discuss the issue with VDOT representatives and report back to Council.

The Lane Group

Chris Mullins didn't attend the meeting. There was no report given.

Treasurer

Clerk/Treasurer, Christy McCoy presented Council with minutes from January 15, 2015. She reported $82,140.37 as the accounts payable due. There was a posted daily cash balance of $46,394.79.

Police Report

Chief of Police, Scott Brooks presented the December 2014 Activity Log Event Summary.

Volunteer Fire Department

Fire Chief, Cliff Hawkins informed Council that the fire department began billing homeowners for structure fires. Chief Hawkins reported billing the homeowner and also mailing the insurance company and/or the adjuster a copy of the bill. Attorney Will Sturgill advised Council that in order to bill homeowners, an ordinance would need to be passed and incorporated into the town code.

Attorney Report – William Sturgill

The town attorney reported working on the Norfolk/Southern lease agreement. He reported that he would be finalizing the lease and presenting it to Council in its final form. Mr. Sturgill highly recommended passing an ordinance in regards to the fire department insurance billing before moving forward with any additional billing. Mayor Kiser asked the attorney if he would prepare a draft ordinance so that the town can move forward. The attorney will present a draft at the next regularly scheduled meeting.

New Business

a. Litchfield Water Discoloration – Public Works Director, Danny Jordan informed Council that the health department spoke with tenants regarding the discoloration report. It was still undetermined as to what was causing the problem. The public works dept., town manager and Litchfield Housing Authority will continue working on a solution to the problem. Vice Mayor Still asked that everyone continue working toward a solution for the citizens residing in the troubled areas.

Old Business

a. LENOWISCO – Art Mead – Public Works Study - Mr. Art Meade an employee for Weldon Cooper Center for Public Service at UVA Wise was present to update Council on the progress being made conducting the public works study. After reviewing the 2014-15 budget and comparing the first 6 months actual revenue, Mr. Mead reported a possible $300,000 revenue shortfall. He reported that a $150,000 contingency was budgeted in the utility fund and could be used to cover half of the shortfall. He reminded Council that the town manager

committed to a FY2015-16 by April 1, 2015. Mr. Mead will continue to work with the treasurer and the town manager on FY15 budgetary revisions. He advised Council that he would be presenting the expenses in the near future. Mayor Kiser asked all department heads to look at their budget and propose possible cuts. Mr. Mead advised department heads to be working on their budget revisions and upcoming budgets with the treasurer and town manager.

b. Council Pay - Mayor Kiser suggested tabling the item until the next regularly scheduled meeting. He would like for all Council members to be present. Council agreed to table the item.
c. Fire Department Insurance Billing – The attorney will draft an ordinance to present to Council during the next regularly scheduled meeting.
d. CNW Public Hearing Feb. 4, 2015 at 7:30 p.m. - The item was placed on the agenda to serve as a reminder to Council.

Council Comments and Concerns:

Deventae Mooney expressed appreciation for the work that Mr. Mead is doing for the town.

Sharon Still also thanked Mr. Mead for his efforts. Ms. Still asked the treasurer to inform the town manager that Council is discussing the property that was included with the Council information. She informed everyone attending that the State Champion One Act drama team will perform at the University of Virginia at Wise Sunday, February 1, 2015 at 3 p. m. Tickets would be $10 and would be sold at the door. She advised that no tickets would be sold in advance.

Jeff Kiser also thanked Mr. Mead for the work that was done. He reminded that all departments to be looking closely at their budgets and to be preparing to make cuts.

There were no other 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*

Jeffery G. Kiser, Mayor