

Council Minutes
Regular Meeting
June 10, 2019 - 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees:

Upon roll call, all members of Council were present: Jimmy Williams – 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 Mayor Jeff Kiser.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

Ms. Sharon Still made a motion to remove (a) 2019-2020 budget review under old business. Mr. Jeff Kiser seconded the motion, which resulted in all Ayes.

Jeff Kiser made a motion to approve the agenda as amended. Mr. Mike Holbrook and Mr. Mike Wright seconded the motion, which resulted in all Ayes.

Reports:

Town Manager

Town Manager, Jimmy Williams reported that the backup battery for the water plant discussed during May 27, 2019 special called workshop meeting has been ordered.

Mr. Williams advised that he had copies of the smoke test results that council had asked for in the past.

Public Works

Mr. Jeff Livingston, Public Works Superintendent reported that weeding and mulching has been done at the depot and the library. He advised that the sewer has been jetted in Banner, Lincoln Street, west end and near BB&T bank. Mr. Livingston also reported that the pump has been installed at the pool and is working properly; the kiddie pool has also been painted and electrical outlets have been installed at the pool as well. He stated that all the VFW signs have been put up at the welcome to Coeburn areas. Mr. Livingston reported that the lights at the Lays building over the canopy have been installed. He advised that 65 to 70 additional meters have been installed. He

also stated that a 6” leak has been repaired in Timberville and a ¾” leak has been repaired on Fifth Street. Mr. Livingston reported that a sink hole has been repaired on Meadow Street.

Ms. Sharon Still asked if the two houses on Fifth Street have been put on the list to send letters to the owners. These two houses are falling down; Mr. Williams advised that he wasn’t sure if letters had been done.

The Lane Group

Mr. Chris Mullins reported that his updates remain the same as last month. Ms. Still asked if Mr. Mullins found out what the CDBG Grant is for. Mr. Mullins stated that it is a vague description that covered pretty much water replacement needs, sidewalk needs, downtown needs, and housing needs.

Ms. Still asked if Mr. Mullins had heard anything more on the sidewalks. He stated that The Lane Group is not involved in sidewalks; Mr. Williams said he had not heard anything since the last meeting.

Mayor Jeff Kiser asked Mr. Mullins if he had any opportunity to research the possibility of refinancing the project with DEQ if Flatwoods Job Corps actually closes. Mr. Mullins advised that he is waiting on the final bill numbers from Town Hall so when a plan of action is created the numbers are exact. Mr. Kiser stated that hopefully something will be done and Flatwoods Job Corps will not be closed.

Treasurer

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$ 186,140.61 as of 6/7//2019. She reported outstanding checks in the amount of \$7,190.83, accounts payable due in the amount of \$73,648.88 and interim accounts payable in the amount of \$61,422.39. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was \$ 105,300.90.

Ms. Sharpe presented meeting minutes for the May 11, 2019 Special Called Budget meeting, May 13, 2019 regular meeting and May 27, 2019 special called workshop meeting.

Ms. Sharpe reported two additional deposits since reports had been presented for the meeting. Friday’s deposit was \$4,586.55 and today’s deposit was \$39,538.54 making the total cash availability \$149,425.99.

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

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

Mike Wright made a motion to accept the May 11, 2019 special called budget meeting minutes as presented. Mike Holbrook seconded the motion, which resulted in all Ayes. Ms. Sharon Still abstained.

Sharon Still made a motion to accept the May 13, 2019 regular meeting minutes as presented. Mike Holbrook seconded the motion, which resulted in all Ayes.

Deventae Mooney made a motion to accept the May 27, 2019 special called workshop meeting minutes as presented. Mike Wright seconded the motion, which resulted in all Ayes.

Police Department

Chief Scott Brooks texted Mr. Jeff Kiser and reported that he is working on an issue and would try to attend the meeting later.

Fire Department

Chief Cliff Hawkins gave the fire department activity report for the month of April; there were 13 total calls, 286.5 total man hours and 106 total personnel responding. Mr. Hawkins also gave the activity report for the month of May as well. For May there were 18 total calls, 235 total man hours and 119 total personnel responding. Mr. Hawkins reported that the burn ban ended on April 30, 2019.

Mr. Sharon Still asked for an update on fireworks. Mr. Hawkins reported that his fingerprint card has not been approved and had to be redone. Mr. Williams stated that Pyrotechnics minimum is \$10,000.00 and the one in Lafollette is \$20,000.00. Mr. Williams advised that Mr. Hawkins is the only one that has taken the test to be able to shoot fireworks. He reported that three had gone to the class but no one else has taken the test. In conclusion, there will be no fireworks for the Town of Coeburn this year. Mr. Williams advised that in the future there will be no minimum of fireworks purchased if there is a certified person for the town to shoot the fireworks. Mr. Mike Wright asked if the license was state or federal. Mr. Williams stated that it is through the state.

Attorney Report

William Sturgill, Town Attorney, reported that all his report will be in closed session.

New Business:

- A. Monthly Water Report – Mr. Mike Holbrook asked if the water loss was due to the pool being filled. Mr. Chris Mullins advised that with the water project and water plant renovations a new functional master meter will be installed. Mr. Mullins stated that during flushing extra water was used. He advised that a meter can be bought and used to determine how much water is being used during flushing.

- B. Changes to Comcast Digital Premier Package – Mr. Williams reported that as of July 17, 2019 there will be changes in the Digital Premier package. Mr. Williams provided paperwork for council to review.
- C. VDH Revolving Fund – Council was provided with a letter stating that the additional funding of \$80,672.00 was approved for Crab Orchard and Beech Avenue Water Line Replacement.

Old Business:

- B. Coeburn Fire Department 2019 Officer Elections - Mike Holbrook made a motion to approve the following members of the fire department to be elected as officers. Sharon Still seconded the motion.

Chief: Cliff Hawkins
Assistant Chief: Ricky Sullivan
Captain: Logan Jackson
1st Lieutenant: Tyler Ratliff
2nd Lieutenant: Randall Meade

A roll call vote resulted as follows:

Mike Holbrook: Aye
Jeff Kiser: Aye
Deventae Mooney: No
Sharon Still: Aye
Mike Wright: Aye

Mr. Jeff Kiser asked that Cliff Hawkins have a representative at all of the council meetings.

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 specifically police department, public works and general staff and §2.2-3711 (A.7) to consult with counsel pertaining to specific legal matters which are actual and potential lawsuits. Deventae Mooney 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.

Deventae Mooney made a motion to authorize Town Attorney – William Sturgill, to file lawsuits on the town’s behalf on the police reimbursement agreements as presented in closed session. Mike Wright seconded the motion, which resulted in all Ayes.

Council Comments and Concerns:

Mike Holbrook – Mr. Holbrook said that as always much appreciation and thanks to the employees for their hard work and dedication. He thanked all council members and especially thanked Vice-Mayor Sharon Still and Councilman Deventae Mooney for taking on the challenge of operating the pool again this year.

Deventae Mooney – Mr. Mooney thanked the town employees for everything that they do each and everyday as well as the citizens who chose to live in Coeburn and help make the town a good place to live. He stated that the pool is up and running but due to terrible weather it has been closed early or be closed more than it was at all of last summer. He is hoping that the bad weather is over with and that there is warm sunshine weather soon.

Sharon Still – Ms. Still thanked the Treasurer's office for the diligent work in getting the audits completed; she said she knows it has been a major undertaking. She thanked Mr. Jeff Livingston for being out daily in the hot sun and being there when called to the pool. She said she really appreciates that and she thanked Mr. Mooney for much work he is doing at the pool. She told Mr. Williams that she is so far pleased with what he has done for the month he has been Town Manager. She told Mr. Sturgill that he does pretty good and thanked council members for what they do that she doesn't know about. She thanked all the people who come out to be with council during the meetings. She said she appreciates all the citizens and all the kids who come to the pool. She said tomorrow, June 11, 2019 is a free day at the pool; this will be all day 12 until 9:00 p.m.

Mike Wright – Mr. Wright said he appreciates all of Jeff Livingston's hard work and for the things he has accomplished. He thanked Ms. Sharpe for everything that she does and not only for her present job but catching up for the past; he really appreciates that. He said he appreciates Jimmy Williams. He said he knows he has a lot to do and that he has council's support. He told Mr. Sturgill that he is jealous of him because he is going where he himself wants to be but that he appreciates him very much. He is thankful that all the council members are there tonight.

Jeff Kiser – Mr. Kiser said ditto to what everyone said. He said he appreciates everything that everyone does. He thanked Ms. Still and Mr. Mooney for taking care of the pool again this year. He said he is looking forward to a successful year like last year.

Adjournment:

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

Respectfully Submitted,

Cathy L Sharpe
Attest: Cathy Sharpe, Clerk

Jeffrey G. Kiser
Jeffrey G. Kiser, Mayor