

**Council Minutes
Workshop Meeting
June 22, 2015 – 6:30 p.m. – 502 Front Street E, Coeburn, VA**

Attendees: Upon a roll call vote, conducted by the town manager, Jeff Kiser, Sharon Still and Jess Powers were present. Russell A. Mullins – Town Manager and William Sturgill – Town Attorney were also present.

Veronica Buchanan, Deventae Mooney and Christy McCoy, Clerk did not attend the meeting.

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

Mr. Joe Still gave the invocation and the group remained standing for the Pledge of Allegiance.

Public Expression:

There was no public comment, public expression was closed.

Approval of Agenda:

Jeff Kiser made a motion to move item 'A' under new business – Mr. Tom Taylor presentation to reports item 1A. Jeff Kiser made a motion to accept the agenda as amended. Sharon Still seconded the motion which resulted in all Ayes.

Reports:

A. Town Manager

1. Tom Taylor, Maxim Engineering – Mr. Taylor was present to ask Council members to consider hiring an additional engineering firm to provide other engineering services as needed. Mr. Taylor informed Council that his firm has done more water/sewer projects for local municipalities than any other firm in the County. He stated that it wasn't uncommon for municipalities to employ more than one engineering firm. Jeff Kiser asked what the cost for the services were. The firm would prepare an MOU (Memorandum of Understanding) for each job or project. Incorporated in the MOU would be the cost of the project and the project manager assigned to the job. Mr. Kiser also asked what type of grant writing experience the firm had. Mr. Taylor informed Mr. Kiser that the firm was experienced in working with grants. He stated that most of their projects were state funded. He stated that LENOWISCO offered free grant writing assistance and that their firm took advantage of that service.

2. Town Manager Mullins reported that he contacted Mr. Larry Sturgill regarding the Loretta Mays forensic audit. Mr. Sturgill advised the town manager that he could not divulge any information regarding the case. Mr. Sturgill stated that he would be willing to donate a month's service of two of his firm's employees to catch the case up. The attorney expects that there could be additional costs if work beyond that time is needed. However, he stated that Mr. Sturgill would have to answer that question. Mayor Kiser asked the town manager to stay in contact with Mr. Sturgill's office. The town manager also reported water discoloration complaints from citizens. He advised Council that the water was being tested for any contaminants and that the water was safe for drinking. Public works begun the process of flushing the lines. Ms. Still stated that Camp 18 was very concerned about the quality of the drinking water. She asked what location that the testing was taken place. Mr. Mullins stated that public works was working as quickly as possible. Mayor Kiser asked Mr. Mullins if he spoke with Pauline Hess with the Virginia Department of Transportation regarding the bridge repair in front of the police department. Ms. Hess indicated that she needed additional information (maps) from the town in order to move forward. .
3. Public works director, Danny Jordan stated that all line flushing should be complete by the weekend. He reviewed the schedule in which the lines were being flushed. He also reported working on storm damage clean up from the weekend storms.

- B. Treasurer Report – The Clerk/Treasurer was absent during the meeting. The town manager reviewed the report that the treasurer provided to Council.
- C. Police Department – Chief Scott Brooks – Absent, no report was given
- D. Coeburn Volunteer Fire Department – Cliff Hawkins, Chief – Absent, no report was given.
- E. Attorney Report – Will Sturgill- Mr. Sturgill was present and informed Council that he continued to work on pending items. He did not give an official report as there were no updates on the items.
- F. Economic Development Authority – No representative was present. No report was given.
- G. Farmer's Market – Shirley Cassidy – Ms. Cassidy reported that currently there are not a lot of vendors. The state requires that all vegetables sold are locally grown. She reported that the local crops were not ready yet. Once the crops come in she hoped for more vendors.

New Business

- a. Celebrating Virginia's Localities – The 2015 Executive Mansion Christmas tree will be themed with ornaments from localities within the state. The governor has asked that each locality submit one hand-crafted ornament that uniquely represents the community. Ms. Sharon Still thought that the CIA should have people submit an ornament and then judges would determine what ornament

would be sent. Any remaining ornaments could be put on the town's Christmas tree. The town must say yes by June 30, 2015 and then the ornament must be submitted by November 2, 2015. Jess Powers suggested asking Lays Hardware to pick the ornament to submit since they are considered a center for the arts. Council discussed making the submissions part of the Guest River Rally events. The winner would be and a winner should be picked at that time

- b. Statement upon Completion of Construction for System Wide Water System Improvements Project Phase 1 Division 1 – Mr. Mullins informed Council that the Downtown Water Project was complete. Paving was not completed at that time. He will discuss the paving schedule with the Lane Group and report back to Council. Ms. Still asked if VDOT had any plans of paving any additional streets. Mr. Mullins was not sure if there were any plans. He will contact VDOT and report back to Council.
- c. Virginia Water Supply Revolving Fund FY13 Financial Assistance Plans and Specification Bidability Approval – The bid approval was in reference to the Crab Orchard and Beech Avenue Water Line Replacement Project. Mr. Chris Mullins with the Lane Group will update Council during the next meeting.
- d. State Air Pollution Control Board Public Notice – Council was provided with 4 (four) public notices in regards to the State Air Pollution Control. This was an informative document provided in the instance that Council would like to participate in public comment.
- e. EDA Board Vacancies – There are 2 (two) vacancies on the EDA Board. The application deadline would be July 10th. The applications will be included in the July 13th Council packets.
- f. July 4th Festivities – Ms. Cassidy updated Council on the activities that will take place during the Fourth of July celebration.

Old Business

- a. Norfolk Southern Lease Agreement – Norfolk Southern contacted the town and stated that the old agreement couldn't stay in place. Norfolk Southern has insisted that there be a new contract in place with a yearly increase either a 2% increase per year or an increase based on the national CPI. There will need to be a decision made during the next board meeting. The old agreement will not be upheld by Norfolk Southern.

Council Comments and Concerns:

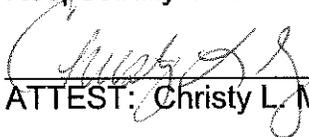
Jeff Kiser asked everyone to attend the July 4th celebration. Mayor Kiser attended the Crooked Road concert at the Lays Hardware building and was very impressed with the entertainment. He thanked everyone involved.

There were no other Council comments or concerns.

Adjournment:

Jeff Kiser 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