

**Council Minutes**  
**Regular Meeting**  
**March 14, 2016 - 6:30 p.m. – 502 Front Street E, Coeburn, VA**

**Attendees:** Upon a roll call vote all members of Council were present. Scott Brooks – Chief of Police, Christy McCoy – Clerk/Treasurer, Russell A. Mullins – Town Manager and William Sturgill – Town Attorney were also present.

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

Reverend Marty Puckett, Mary's Chapel Church, gave the invocation. While the group remained standing, local Boy Scout troop #301 led the Pledge of Allegiance.

**Public Expression:**

Andrea Hicks, Spearhead Trails Representative, informed Council that there would be a public hearing for input regarding the implementation of the use of ATV's in the Banner section of the Town of Coeburn. The meeting would be held during the Wise County Board of supervisors meeting at the Wise County School Board office, on April 7, 2016 at 6:00 p.m. The ATV trails would not have a trailhead within the town limits until more trail maintenance is done. The public hearing would only address the trail head located on back side of Banner, specifically located behind the Banner Assembly of God. She recommended town council come to the meeting to show their support for the new trail head. She didn't have any reason to think that there would be opposition to the trail head opening. Ms. Buchanan asked this how long it would be before the trail extends to town limits. Ms. Hicks informed her that the trail already exists and it only needed to be cleaned. She stated that once VDOT approves the town accessibility, the turnaround time would be fast. She informed them that here would be signage needed. Once the trail is ready to be accessed from town limits, Ms. Hicks would bring in a designated community rediness team to discuss potential business opportunities and promote businesses specifically targeting outdoor recreation.

James Clay was present to express his concern in regards to the USDA Forest Service's Nettle Patch Project. He informed Council that he attended the public meeting that was held for discussion of the project. He informed them that the towns' watershed could be effected. The Forest Service stated that herbicides would be used in the closely surrounding areas. He requested that the town manager and Council members to send letters of opposition to the project. He also suggested that the town think about baseline sampling the water source. Mr. Clay also asked about the new Sheffield sewer line that was being constructed in the Flatwoods section of Coeburn. He asked if there were guidelines in place to purge water lines if there were leaks in the sewer line. He was concerned about the water and sewer lines being in the same ditch. Mr. Mullins,

Town Manager, informed him that the lines were inspected and in compliance with Department of Environmental Quality regulations.

There was no additional public comment and public expression was closed.

### **Approval of Agenda:**

Jeff Kiser made a motion to move item 'A', New Business, Eagle Scout Resolution # 15-007 to be discussed prior to reports. Deventae Mooney seconded the motion, which resulted in all Ayes.

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

### **New Business**

A. Eagle Scout Recognition Resolution #16-005 - The town manager read Resolution #16-005 which recognized Mr. Spencer Boggs and his outstanding achievements during his time as a member of the local Boy Scouts of America Troop #301. Jeff Kiser made a motion to adopt Resolution #16-005. Jess Powers seconded the motion. A roll call vote resulted in all Ayes.

### **Reports:**

#### Town Manager

Town Manager Mullins announced that WCYB was in town covering the story of water line flushing program. He reported that as of March 14, 2016, project started in Tom's Creek and finished up at the Bondtown Park. March 14 and March 15 would be the two days of which the largest sections of water line with the most usage would be flushed. He estimated that the entire first flush would be done within the week. He informed Council that the tank cleaning would be done the following week.

Sharon Still asked if the pool would be open during the summer of 2016. The town manager informed her that the pool would be open and the surface would be painted to correct the leaks. Ms. Still asked if there were any recreational grants that would cover any of the expenses for the pool improvements.

Mr. Mullins stated that in the Smoke testing that was discussed during the last meeting would have to go through the procurement process. The money for the testing and I & I improvements was being held for the town by CNW. While the town doesn't fall under procurement guidelines, CNW requested that procurement for the project be done.

Sharon Still asked if the town would be holding the town wide yard. The town manager directed her to the Coeburn Improvement Association. The CIA handled the project in years past.

Ms. Still also asked about the Safe Route to School grant. She took pictures of children making their way from the high school toward a sidewalk. The area is congested and could be made safer by construction of sidewalks to the area.

Jeff Kiser, where the town was in the ATV trail signage process. The town manager could not order signs until the actual routes are decided.

Mayor Kiser asked what system the town has in place for grant writing and application completion. The town manager informed him that Chris Mullins and the Lane Group assisted with the town's grant writing processes. He also stated that Jimmy Williams, Police Captain, was very diligent in searching for grants and completing applications.

Ms. Still also asked about citizens riding bicycles on sidewalks. She was concerned about safety for citizens walking on the sidewalks. The town doesn't have signs indicating that there are no bicycles allowed. She was concerned about enforcement of laws due to no signage. Mr. Mullins would order signs and have them posted.

### Public Works

Danny Jordan, Public Works Director, reported that his department has been very busy since the last meeting. He discussed the unilateral flushing program which the town was working on. It will go from the Tom's Creek Water Treatment Plant to Scott County, thus covering all lines within the system. He informed Council that all public works employees, with the exception of the sanitation crew, would be working on the project. The goal is to be finished by Friday. Mr. Jordan thanked Commander Jeffery Artrip, Camp 18, for allowing the town to use a work crew to help with the tree trimming. The public works department cleaned up the farmer's market pavilion.

Mayor Kiser asked if Mr. Jordan could look at his calendar and see if public works could get the Annual Spring Clean-up scheduled. Public Works was already working on scheduling a date for the clean-up. The anticipated date for the clean-up would be on or around April 23, 2015. Mr. Jordan would like to coordinate it with the Keep Wise County Clean dates.

Jeff Kiser asked about the signs located at the Coeburn Public Library. Mr. Jordan stated that some lights were replaced at the Library. He would look into the remaining lights that needed replaced.

Sharon Still reminded Mr. Jordan 3-2-1 Downs Syndrome Awareness Day would be held at March 26, 2015 beginning at noon at Ringley Park. Food City would also sponsor an Easter egg hunt on the same day. She asked that public works prepare the park for those events.

Mr. Jordan also informed Ms. Still that he spoke with Camp 18 regarding the brush removal at the cemetery on School House Hill. He stated that inmates were not allowed to be near a school when it was in session. He stated that spring was coming up and

the schools would be closed. He was trying to coordinate the brush removal during that time.

### The Lane Group

Chris Mullins, the Lane Group, reported that the Crab Orchard/Beech project was completed, with the exception of a few punch list items. He informed Council that the Sheffield Sewer Project was complete. They are waiting on Old Dominion Power to install meter bases. The Flatwoods Job Corp has completed all of the work for their portion of the hook-up. The system should be online April 1. He discussed two resolutions that would be proposed during the meeting regarding funding applications. The applications are currently being prepared by the Lane Group. The funding would cover the remaining section of water lines in the Crab Orchard and Beech section. The other project application is for the section of waterline from Tom's Creek to the Payless intersection. Mr. Mullins informed Council that WTP improvements were also part of the application. The projects include multiple funding agencies that would pick up a lot of slack that the town couldn't afford. Mr. Mullins stated that the days of 100% grant funding were over. However, he stated that the Lane Group respects the checkbook balance and would utilize all potential funders.

Kiser asked about the 2 million dollar project that was discussed during a VDH Department of Drinking Water meeting which he attended. A Summit engineering bill that was owed for a final completion statement was brought up. Mr. C. Mullins stated that when Veolia first came to town, there was a process where the WTP went from liquid to gas. The town decided to find someone who was cheaper than the Lane Group but the group was mining engineers and weren't certified in Virginia. There was an issue between the town, Veolia, and Summit Engineering and the bill was never paid. VDH agreed to accept the completion statement that Summit Engineering done with the corrections made by the Lane Group. Currently the issue was the payment to Summit Engineering. The town manager suggested paying the outstanding bill in the amount of \$4000 and taking it off of the final Veolia payment. There is also an issue with unusable generators that the town owns. Mr. C. Mullins informed Council that the town owns a generator but it isn't operational at the time. He suggested making one of the generators a mobile unit that could be shared at all locations needed. The major cost for getting making the generator operational is electrical components. However, generators are always a concern with the Department of Drinking Water.

In lieu of the information provided, Jeff Kiser made a motion to add item 'C', Summit Engineering bill in the amount of \$4,000 to old business. Deventae Mooney seconded the motion, which resulted in all ayes.

### Treasurer Report

Christy L. McCoy, Treasurer, reported a cash availability of \$65,326.91. The reported amount was after taking into consideration the outstanding checks and the accounts payable due. She reported to Council that she was waiting for a reply from the

Department of Emergency Management regarding the additional amount that was reported reimbursed to the town for the 2015 snow storm. Ms. McCoy also reported that she talked with some locations regarding the decal elimination. One municipality passed the decal elimination and put the fee on the personal property tax bill. There is a vehicle license fee assessed on vehicles owned by the customer. She and the town manager reported that the town decal revenues were down since Wise County no longer offers the decals. The attorney advised that the process could be done by public hearing and also by including the change in the budget. The town manager asked Council to discuss this issue so that he would know what amount to include in the FY17 budget proposal. The attorney advised that Council do a repeal of the current decal ordinance and adopt a vehicle licensing fee ordinance. Jeff Kiser asked that the item be added to the April regular meeting. Ms. McCoy informed Council that she started an additional collection method to collect real estate and personal property taxes. She reported that she was working with WCHA to get a landlord listing. Upon receiving the listing, she would place a lien on the funds that would be paid to the landlord. After some discussion regarding past due taxes, Ms. McCoy would implement DMV Stops. The town is set up for the program, but has not implemented the program yet. She reported that business license applications would go out the following week. Business licenses are due May 1.

Ms. McCoy also provided council with the minutes from the February 8, 2016 regular meeting and the February 22, 2016 workshop meeting. After reviewing the minutes, Jeff Kiser made a motion to approve the February 8, 2016 minutes as presented. Deventae Mooney seconded the motion, which resulted in all Ayes.

Jeff Kiser made a motion to approve the February 22, 2016 workshop minutes. Deventae Mooney seconded the motion. Mr. Jess Powers asked that a correction be made to the February 22, 2016 minutes. He asked that page 2 of 6, paragraph four, sentence two be changed to read "Tammy Maine and 'Jeannie' Meade" not Jimmy Meade. Ms. McCoy would make the correction. Mayor Kiser withdrew his motion. Deventae Mooney withdrew the second. Mayor Kiser made a motion to approve the minutes as amended. Deventae Mooney seconded the motion, which resulted in all Ayes.

Accounts Payable - \$47,692.39: Sharon Still made a motion to pay the accounts payable as presented. Jeff Kiser seconded the motion, which resulted in all Ayes.

Interim Accounts Payable – \$317,044.09: Sharon Still made a motion to approve the interim accounts payable as presented. Jeff Kiser seconded the motion, which resulted in all ayes.

### Police Department

Police Chief, Scott Brooks reported that the police department responded to 1574. Of the total events, there were 14 total criminal investigations 10 incidents, 10 total charges on 8 arrests, and 56 summons. He reported that the Town of Coeburn Police

Department would participate in the drug take back program on April 30, 2016, beginning at 10 a.m. and continuing until approximately 2:00 p.m. The event would be held at the police department. The department would be distributing flyers as the event gets closer.

### Fire Department

There was no representative from the Coeburn Fire Department present. Mayor Kiser asked the Town Attorney if the Fire Chief was contacted. He stated that they were informally contacted and told that they needed to have a representative at the meeting to discuss ongoing activities with Council. Ms. Still also stated that a new Ford truck was at the fire department. The town manager informed Council that the fire department purchased the vehicle out of their separate bank account. Jeff Kiser asked if an agency that works under the town has the authority to make those kind of decisions. The attorney would research the subject and report back to Council. Once Council establishes meeting guidelines for agencies that are under the town's umbrella the situation would be different. As of now, there are no official guidelines set by the seated Council.

Ms. Still asked that the item be added to the workshop agenda for further discussion.

### Attorney report

Town Attorney, William Sturgill reported that he received a news article discussing a Bill that would help Virginia municipalities save money on health insurance premiums. He provided Council with a copy of the proposed Bill.

He also discussed the proposed town ordinance revisions. He suggested the vehicle user fee be discussed and voted upon on the same date. He advised Council that they would need to decide on an option regarding the change to town ordinance 30.050. Council discussed the proposed changes to the ordinance. Mayor Kiser asked the attorney to take out the language for the workshop meeting. Possibly changing it to state that the workshop meeting designation would be determined by Council. Jess Powers stated that the public is accustomed to having the workshop meeting at the Depot and that it should remain the designated meeting place. Mayor Kiser would like to see the workshop meetings be in a less formal setting so that Council could really discuss items coming up for vote during the regular meetings.

Jess Powers also stated that he didn't like option one because it says 'email is encouraged as a secondary notification'. The attorney explained that email is only considered a secondary form of notification, not a primary form of notification. He pointed out that option 1 says that paper delivery is the primary notification. Ms. Still liked option 1. Mr. Mooney stated that he is okay with option 1. Veronica Buchanan also stated that she was okay option 1.

The attorney asked if 30.049 needed to state "or other location as designated by council"? He would make the necessary adjustments and send them to the town manager. He informed Council that he would not be attending the March workshop meeting.

### **New Business**

A. Previously discussed prior to the public expression portion of the meeting.

B. The Lane Group Resolution #16- 006 – Water System Improvement Project – Phase I which resolved that the Town of Coeburn, Town Council agreed to seek funding from the Office of Drinking Water for the project and agreed to serve as the legal applicant for the project. The town manager read the resolution to the Council and citizens attending the meeting. Jess Powers made a motion to adopt Resolution #16-006 as presented. Deventae Mooney seconded the motion. A roll call vote resulted in all Ayes.

C. The Lane Group Resolution #16-007 – Crab Orchard and Beech Avenue Waterline Replacement Project – Phase II, which resolved that the Town of Coeburn, Town Council agreed to seek funding up to \$100,000 from the Office of Drinking Water for the project and agreed to serve as the legal applicant for the project. The town manager read the resolution to the Council and citizens attending the meeting. Jeff Kiser made a motion to adopt Resolution #16-007 as presents. Sharon Still seconded the motion. A roll call vote resulted in all Ayes.

D. VML VACO Finance Letter – The town manager reviewed a letter received from VML VACO regarding a fixed rate loan program. The program also secures a \$5,000 grant for upcoming financing projects.

E. VRA disbursement #9 – Disbursement request #9 of loan and grant proceeds associated with project C-515995-02 – Downtown Water Project, was received and disbursed to the contractors as determined by the Department of Environmental Quality and the Virginia Resources Authority.

### **Old Business**

A. Little League Field Parking Lease – Sharon Still asked about the Coeburn Little League field parking lease and the fields themselves. She would like the town to approach Paramount Coal and ask them to convey the property to the Town of Coeburn. The town manager stated that he would like to wait until Paramount/Alpha bankruptcy proceedings are finalized. He advised Council that the lease needed to be signed and agreed to as soon as possible because the town needed to begin cleaning the fields and buildings. The attorney read over the lease and did not see any issues. He pointed out that the lease did not specify a length of time. Ms. Still stated that the lease was a 99 year lease. Jess Powers didn't want to vote on the matter because he didn't have an opportunity to read the lease. The lease was provided just prior to the meeting. He stated that he did not have time to read or consider the lease. Council

agreed to table the item and pick it up at next meeting. The meeting would be a recessed meeting so that votes could be cast.

B. Nettles Patch – Town Manager Mullins provided Council with the Nettles Patch Project review as disbursed by the USDA Forest Service. Ms. Still stated that she attended the meeting held by the USDA Forest Service for concerned citizens. She informed Council that herbicides would be used around the town's water source. The Clinch Coalition also expressed concerns in an email regarding the Nettles Patch. They stated that there was a need for baseline water quality measurements for both the project area and the surrounding watershed and communities prior to the project beginning and also, extending throughout its implementation. Ms. Still would like to see Council adopt a letter of opposition and send it USDA Forest Service in regards to the project. Jeff Kiser would like the town to show a strong opposition to the project. Jess Powers suggested that the aggressive approach could have a negative impact on future relationships with the forest service. They hold the right of way to access the watershed. Council agreed that there needed to be baseline testing done to prove the water quality before, during, and after the project implementation. If there was damage done to the water source there would be evidence of the conditions of the water. Jeff Kiser made a motion conduct the baseline water testing, working through the Lane Group. Veronica Buchanan seconded the motion, which resulted in all Ayes.

Jeff Kiser made a motion to authorize the town manager and town attorney to draft a letter of opposition to the Nettles Patch Project. Deventae Mooney seconded the motion, which resulted in all ayes.

C. Summit Engineering Authorization – Sharon Still made a motion to submit \$4000 to Summit Engineering. Jeff Kiser seconded the motion. Jeff Kiser also stated that he has to pay money that he doesn't feel like the town should be paying. Jess Powers stated that he would like to have an invoice showing what the town will have when the invoice is paid. Jeff Kiser amended his motion to state the amount to be paid should be \$4500. Sharon Still amended her second as well. A roll call vote resulted as follows. Veronica Buchanan – Aye, Jeff Kiser – Aye, Deventae Mooney – Aye, Jess Powers – abstained because he didn't have any paperwork documenting what was being paid for.

### **Closed Session**

Jeff Kiser made a motion to enter into closed session in accordance with §2.2-3711(A)1, assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation as it relates to the public works department. Sharon Still seconded the motion and a roll call vote resulted in all Ayes.

Immediately following closed session, Christy McCoy, 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 resulted in all Ayes.

## Council Comments and Concerns:

Veronica Buchanan once again thanked public works, the police department and the treasurer's department for the work that they do for the town. She wished everyone a Happy Easter and encouraged everyone to attend the annual 3-2-1 event which would be held Easter weekend.

Deventae Mooney made the comment that there was suspicion that others are communicating with other Council members on official town business and receiving documents that other members are not receiving. He wanted to make it clear that he hasn't received any documents that other Council members have not received. He also stated that he has personal relationships with certain council members and he will continue to have relationships with them. The relationships are in no way affiliated with town business. He stated that he knew how to separate town business from personal business.

Jess Powers wishes everyone a Happy Easter.

Sharon Still reminded everyone that 3-2-1 is a very special day and hoped that everyone can attend. She thanked Mr. James Clay for attending the USDA Forestry meeting regarding the Nettles Patch Project. She also thanked all the town employees for all the work they do for the town.

Jeff Kiser invited everyone to attend the March 27, 2016 Annual Sunrise Service to be held at the Lays Building at 7 a.m. He encouraged everyone to come out and attend the service. He congratulated Spencer Boggs for the Eagle Scout honor. He made the comment that there was an event held at the Lays building, where there were tour bus drivers gathered discussing tours to the surrounding areas as part of the Crooked Road. He was hopeful that the meeting could bring additional tourism to our area and our town. Water flushing would be taking place and he was happy that there is an ongoing system in place for future maintenance. He reminded the public that the Spearhead Trails public hearing would be held on April 7, 2016 at 6:00 p.m. He also invited everyone to the 3-2-1 day at Ringley Park. He looked forward to seeing the proposed budget on April 1. He stated that after the treasurer's cash report he was feeling better about the town's finances.

## Adjournment

Jeff Kiser made a motion to recess the meeting and reconvene the regular meeting prior to the workshop meeting on March 28, 2016. Sharon still seconded the motion, which resulted in all eyes.

Respectfully Submitted,

  
ATTEST: Christy L. McCoy, Clerk

  
Jeffery G. Kiser, Mayor

**Council Minutes**  
**Recessed Meeting**  
**March 28, 2016 - 6:30 p.m. – 502 Front Street E, Coeburn, VA**

**Attendees:** Upon a roll call vote the following Council members were present: Jeff Kiser, Deventae Mooney, Jess Powers, and Sharon Still. Veronica Buchanan was absent. Christy McCoy – Clerk/Treasurer, Russell A. Mullins – Town Manager and William Sturgill – Town Attorney were also present.

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

**Little League Field Parking Area Lease:** Town Council continued the discussion regarding the proposed lease between the Town of Coeburn and Paramount Coal for the area designated as the Little League Field Parking Area. The Town Manager advised that there was no danger of losing the lease. The proposed lease would be an addition to the existing contract that is currently in place. Jess asked if any copies of the previous lease were found. Mr. Mullins did not have time to go back and look for the current lease agreement.

Sharon Still made a motion to adopt the lease proposed by Paramount for the use of parking at the Little League Field. Deventae Mooney seconded the motion. A roll call vote resulted as follows: V. Buchanan – Absent, J. Kiser – Aye, D. Mooney – Aye, J. Powers - abstained because there was not enough documentation to review, S. Still - Aye.

**Nettles Patch update:** The town manager presented a letter that he and the town attorney composed. The letter was written as requested by Council. Ms. Still stated that she thought the letter was well written. Mayor Kiser stated the he received an email from Barry Garten who is a District Ranger for the Clinch Ranger District located in Norton, VA. After reading the Coalfield Progress article issued on 3-18-2016, he wanted to provide an opportunity to discuss any issues that may need clarification. Mayor Kiser contacted Mr. Garten and asked about the herbicide. The forest ranger stated that most shrubs/trees etc. are sprayed individually, causing as little damage as possible. Ms. Still would like to extend an invitation to Mr. Garten to attend a future Council meeting to discuss the Nettles Patch Project. The Mayor encouraged anyone with concerns or questions to contact Mr. Garten directly. The Mayor asked the town manager to extend an invitation to the forest ranger to attend the April 1, 2016 regular meeting.

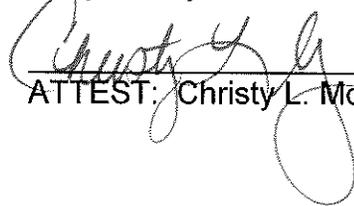
Jess Powers asked if the town knew what herbicide would be used. The Forest Service only gave names of the herbicide that could potentially be used. Mr. Powers stated that the letter stated that "one proposed herbicide is carcinogenic." He stated that unless we knew the name and the exact herbicide chosen for use, the letter should not contain the statement. Jeff Kiser stated that during the conversation, the ranger stated that anything used met state standard guidelines in the United States. The town manager stated that the bottom line is the chemical would be potentially entering a watershed. Ms. Still clarified that the letter was simply showing the town's opposition to pollutants entering the watershed. She stated that there are several other groups and municipalities that are in strong opposition of the project. Mr. Powers reiterated that unless the town knew that the herbicide was carcinogenic, the letter shouldn't state it. Jess Powers asked to strike the line that states the herbicide is a carcinogenic. The deadline to have a letter in place was 30 days after April 1<sup>st</sup>. Mayor Kiser asked to do a couple of different drafts. Ms. Still suggested taking out the "and one proposed herbicide is carcinogenic". Mayor Kiser stated that he felt that there was plenty of time to adopt the letter and submit it to the USDA Forest Service. Council agreed to table the item until the regular meeting to be held on April 11, 2016.

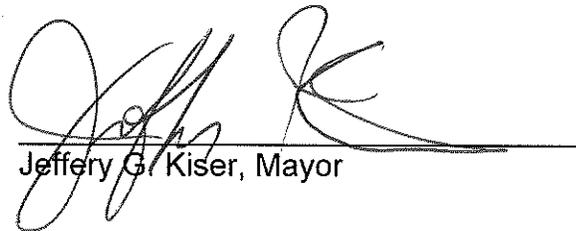
**Adjourn Recessed Meeting**

JK made a motion to adjourn the recessed meeting, which was held over from March 114, 2016. Deventae Mooney seconded the motion, which resulted in all Ayes.

The Meeting was Adjourned.

Respectfully Submitted,

  
ATTEST: Christy L. McCoy, Clerk

  
Jeffery G. Kiser, Mayor

**Council Minutes  
Workshop Meeting  
March 28, 2016 – 7:00 p.m. – Immediately following the Recessed Meeting  
502 Front Street E, Coeburn, VA**

**Attendees:** Upon a roll call vote the following Council members were present: Jeff Kiser, Deventae Mooney, Jess Powers, and Sharon Still. Veronica Buchanan was absent. Christy McCoy – Clerk/Treasurer, Russell A. Mullins – Town Manager and William Sturgill – Town Attorney were also present.

**Call to Order:** Mayor Jeff Kiser called the workshop meeting to order. Deventae Mooney gave the invocation. The group remained standing for the Pledge of Allegiance.

**Public Expression:**

There was no public expression.

**Approval of the Agenda:**

Sharon Still made a motion to omit Old Business Items A and B: Little League Field Parking Area Lease and Nettle Patch Update. Both items were discussed and considered during the recessed meeting. Deventae Mooney seconded the motion, which resulted in all Ayes.

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

**Reports:**

Town Manager, Russell A. Mullins combined the town manager report with the public works and the Lane Group project reports. He informed Council that the demolition of the Sheffield Sewer Plant would take place during the upcoming week. The town should begin receiving revenue from the new interceptor line during the month of May or June 2016. He reported that the anticipated revenue received from the Flatwoods Job Corp. would be enough to fund the project. He informed Council that the tank cleaning on Caudill Hill would also begin during the upcoming week. The other storage tanks would be cleaned according to the schedule. Once all tanks are cleaned another line flush would take place.

The preliminary budget would be finished and sent to Council on Friday, April 1, 2016. He asked Council to keep in mind that it was still a working document.

He reported that the annual 3-2-1 Day was a great success. He was unable to attend but thanked everyone involved.

Camp 18 would be cleaning up the brush on the exit ramp that remained from the winter storms.

Ms. Still informed Council that the Safe Route to School Grant deadline was missed. She hoped that next year the town would apply for the grant in time to receive funding.

Mr. Powers asked if test samples for bacteriological testing were collected after the boil water alert was lifted. The town manager informed him that proper testing was done at a variety of locations. The town has 26 testing sites that are randomly picked for testing. Mr. Powers asked for copies of the test results and the testing locations.

Mayor Kiser asked the town manager to check on the status of the library lighting. Mr. Mullins will report the status during the next meeting. He also inquired about the VDOT ATV signs that would be required for the Spearhead Trail riders. Ms. Still stated that VDOT must approve the map before signs could be approved. Mr. Mullins gave a list of roads that he would like to have designated for trail riders. He hoped that the mapping should be in place the following week.

Mayor Kiser also asked about the clear well cleaning. He wanted to see photos of the cleaning and the debris. Mr. Mullins stated that there were photos and reports that would be presented to Council upon completion of the project. There was a lot of sediment in the clear well. The well had not been cleaned in approximately 20 to 30 years. Once the well was put back in service there was no report of sediment in the lines. Mayor Kiser asked if procedures were in place for the upcoming summer months. The town would like to take every measure to prevent the water discoloration problems. Mr. Mullins informed him that procedures and reporting was in place to prevent future problems.

Treasurer/Clerk, Christy McCoy reported that the posted cash balance, to date, was \$153,116.45. Outstanding checks in the amount of \$88,735.06, accounts payable due in the amount of \$4,108.87 and interim accounts payable due in the amount of \$65,880.20 left a cash balance of \$60,272.52. She reported decals are due April 1, 2016 and the business license applications are due May 1, 2016. She reported that she also spoke with other localities regarding the elimination of vehicle decals. Some localities did personal property tax increases and others done licensing fees added to the personal property ticket. Municipalities also reported that their sales also declined once Wise County discontinued their sales. Ms. McCoy suggested discussing and approving the matter during budget discussions. She and the town manager advised that revenue significantly declined during the past 2 years. Council was in agreement that they preferred the licensing fee added to the tax tickets. Ms. McCoy advised that

the attorney advised changing the ordinance to reflect the change. A public hearing would be held to discuss the issue, as well as other ordinance changes previously discussed by Council. Mayor Kiser asked the treasurer to keep in mind that ATV's would still need to purchase an actual decal. Those would need to be made available for purchase.

Police Department – There was no representative present and no report was given.

Fire Department – There was no representative present and no report was given.

Attorney Report – The town attorney was not present. No report was given.

**Council Comments and Concerns:**

Deventae Mooney wanted to thank everyone that attended the 3-2-1 Day. He was very impressed with the decorations that public works put out for the event. He thanked Ms. Crystal Lawson, volunteers, and all departments that helped make the event a success.

Sharon Still reiterated Mr. Mooney's comments. She thanked all the volunteers for helping make the day a success. She also thanked all of the town employees and department heads for all the work dedicated to the town.

Jess Powers: No comments.

Jeff Kiser reiterated all of the comments surrounding the 3-2-1 event. He also added that he thought the public works department did a great job with the event decorations. He thanked Wings Air Rescue for their participation in the event. He commented that he looked forward to discussing the Nettle Patch project with the District Ranger. He looked forward to reviewing the budget on April 1<sup>st</sup>. He was hopeful that the tank cleanings and line flushing would solve the water discoloration problems.

**Adjourn:**

Jeff Kiser made a motion to adjourn the workshop meeting. Sharon Still seconded the motion, which resulted in all Ayes.

The Meeting was Adjourned.

Respectfully Submitted,

  
ATTEST: Christy L. McCoy, Clerk

  
Jeffery G. Kiser, Mayor