

**Council Minutes
Regular Meeting
October 15, 2014 – 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.

Danny Jordan 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:

Deventae Mooney made a motion to accept the agenda as presented. Sharon Still seconded the motion which resulted in all Ayes.

Reports:

Town Manager

Town Manager Mullins recommended potential rate increases for water and sewer rates, sanitation fees and real estate taxes. He proposed a 3% increase and a \$4 maintenance fee on water accounts. Mr. Mullins informed Council that costs have been cut as far as they could be cut without interrupting citizen's services. She also asked about a maintenance fee that funds would be allocated to the general fund for a sanitation truck. Attorney Will Sturgill will look into the stipulations of maintenance fees and what they can be used for. Mayor Kiser asked for a revised budget that would show increases. The town manager informed Council that all departments are on track with their expense budgets but the revenue is under budget. He and the treasurer strongly recommended rate increases in the general and water funds. The town manager will present a revised budget for Council to review during the next workshop meeting.

Mayor Kiser discussed asking LENOWISCO to conduct a study of the water/sewer system. The majority of Council agreed that if the study would help the town then it would be to the town's advantage to ask LENOWISCO to conduct the study. Council asked that the item be added to the November regular meeting agenda.

The Coeburn Primary School purchased new picnic tables and have ask the town to purchase the old tables for \$20 each. Mr. Mullins asked if Council would like to purchase the tables for the Guest River Rally. Veronica Buchanan suggested getting additional information and adding it to the October workshop agenda.

The town manager also informed Council that a new truck would need to be purchased for the salt hopper. Danny Jordan, Public Works Director suggested looking for a Ford F250. Sharon Still asked that the town manager and the public works director to price the vehicle.

Public Works

Public Works Director, Danny Jordan reported that the public works department were concentrating on preparing for the winter months. He also advised that they were decorating for the for the upcoming holiday season. Mayor Kiser asked Mr. Jordan if he could advise Council of any future equipment and/or vehicle needs. Mr. Jordan will report back to Council.

Treasurer

Clerk/Treasurer, Christy McCoy presented Council with minutes from the September meetings. She requested approval for the current accounts payable in the amount of \$119,886.84 and interim accounts payable in the amount of \$50,502.13. She reported a reconciled cash balance of (\$70,610.87). Ms. McCoy asked for Council's guidance on the accounts payable due. Council advised Ms. McCoy to pay the bills as the money became available. Council asked the town manager to contact CNW. The town manager will ask CNW if the monthly payment can be delayed or paid in two payments. The town manager will report back to Council.

Deventae Mooney made a motion to pay the accounts payable as presented as funds are available. Sharon Still seconded the motion which resulted in all Ayes.

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

September 9, 2014 – Regular Meeting – Jess Powers asked about page 5 of 5 item #E. He asked if there was any type of survey conducted regarding the civil/criminal attorney's pay. Mayor Kiser said that the discussion did not have anything to do with the September 9, 2014 minutes. Mr. Powers was asking because he was not present at the meeting and the information was not mentioned in the minutes. The agreement was to pay Mr. Sturgill the same as the previous civil/criminal attorney. Deventae Mooney made a motion to accept the minutes as presented. Sharon Still seconded the motion which resulted as follows: V. Buchanan – abstained due to absence, J. Kiser- Aye, D. Mooney – Aye, S. Still – Aye, J. Powers – Abstained due to absence.

September 22, 2014 – Recessed Meeting – Sharon Still made a motion to approve the minutes as presented. Deventae Mooney seconded the motion which resulted as follows: V. Buchanan – abstained due to absence, J. Kiser – Aye, D. Mooney – Aye, S. Still – Aye, J. Powers – Aye.

September 22, 2014 – Workshop Meeting – Deventae Mooney made a motion to accept the minutes as written. Mr. J. Powers asked about page 2 of 4 last sentence. Ms. Still presented a house bill not a senate/house bill. Council agreed to change the last sentence to read: She presented a state house bill that allows the volunteer fire department to bill insurance companies. J. Kiser made a motion to accept the minutes as amended. Sharon Still seconded the motion which resulted as follows: V. Buchanan – abstained due to absence, J. Kiser – Aye, D. Mooney – Aye, S. Still – Aye, J. Powers – Aye.

Police Department

Captain Jimmy Williams presented the September 2014 monthly activity report. He reviewed activities that took place within the police department for the month. The police department was approved for the 2015 Highway Safety Grant.

Volunteer Fire Department – No report given

Attorney Report

William Sturgill, Criminal and Civil Town Attorney reported looking at the LODA resolution enacted June 30, 2011. The resolution opted the town out of the LODA fund and chose to self-fund the mandated obligations under the Line of Duty Act. The resolution was irrevocable. He suggested asking the county to reimburse the town for premiums paid. The county is paying for other town's premiums. The town manager will talk discuss the issue with the county's finance director.

Lane Group

Chris Mullins, The Lane Group advised Council that the new pump stations were activated during the month of September. He advised that some complaints about discolored water were normal. He reported that The Lane Group was still actively seeking donations for the Ringley Park Extension. Due to excessive water line leaks Mr. C. Mullins suggested approaching LENOWISCO for funding for a preliminary engineering report for the Banner section of Coeburn.

Agenda Amendment

Deventae Mooney made a motion to amend the agenda to add item g – Picnic Tables for Purchase. Sharon Still seconded the motion which resulted in all Ayes.

Jeff Kiser made a motion to add item h – Authorization to approach LENOWISCO for funding a preliminary engineering report. Jess Powers seconded the motion which resulted in all Ayes.

New Business

- a. Monthly Water Report – The September monthly water report was presented to Council for review.
- b. VML Regional Suppers – Virginia Municipal League will host new regional suppers that focus on key issues for upcoming legislative sessions. All Council members were invited to attend.
- c. Virginia Department of Health Office of Drinking Water Approval of Proposed Stage 2 Disinfectants and Disinfection Byproducts and Monitoring plan – VDH Office of Drinking Water advised that the plan met the requirement of the Waterworks Regulation and was approved.
- d. Virginia Resource Authority Revolving Fund Town of Coeburn Project: C-515495-02 Disbursement #2 – Disbursement #2 was approved for disbursement of loan and grant proceeds in the amount of \$6500. The funds were received via ACH during the month of October.
- e. 1st Annual Downtown Coeburn Spooktacular Bash on October 31, 2014 will be held 6-9 p.m. on Main Street.
- f. Annual Christmas Parade will be held December 5, 2014 at 6:00 p.m.
- g. Purchase of Picnic tables – Deventae Mooney made a motion to allow the town manager enter into discussions about purchasing the picnic tables. Sharon Still seconded the motion. Jess Powers had concerns about discussing buying picnic tables that we use once a year, while discussing laying off employees due to revenue shortfalls. The vote resulted as follows: V. Buchanan – Aye, J. Kiser – Aye, D. Mooney – Aye, S. Still – Aye, J. Powers – Nay.
- h. LENOWISCO – Jeff Kiser made a motion to allow the town manager to contact LENOWISCO and request funding for a preliminary engineering report as it relates to the Banner waterlines. Jess Powers seconded the motion which resulted in all Ayes.

Old Business

- a. Comcast Franchise agreement – Attorney Will Sturgill recommended taking no action on the Comcast Franchise Agreement.
- b. Norfolk Southern Lease Agreement – There were no updates on the lease agreement. Council agreed to take no action at that time.
- c. Payless Parking lot update – The attorney is discussing coverage issues with VML insurance. Council will be updated as needed.
- d. Public Expression Decorum Guidelines – Attorney, Will Sturgill reviewed the guidelines and stated that the guidelines were in accordance with standard guidelines used by other municipalities. J. Kiser asked the attorney if this was

legally written and was not infringing upon anyone's rights. The attorney agreed that the guidelines were in accordance with Virginia Law. Sharon Still made a motion to adopt the proposed public expression decorum, as presented, into the Town of Coeburn's policy and procedures. Deventae Mooney seconded the motion. Jess Powers stated that all Council members made an oath to uphold the Constitution of the United States and he felt that the 1st amendment was being infringed upon by limiting the citizen's freedom of speech. After reviewing the final decorum, Mr. Powers informed Council that he had not received the revised version. In lieu of all members not being provided with the revised decorum, Jeff Kiser made a motion to table the item until the November regular meeting. Sharon Still seconded the motion which resulted in all Ayes.

- e. Final Veolia Payment – Upon reviewing the final repair and maintenance invoice submitted by Veolia Water, Council agreed to table the item until the November regular meeting.

Council Comments and Concerns:

Veronica Buchanan is looking forward to the Halloween celebration. Eastside High School is participating in a competition that gives them a chance to win a \$100,000 grant. She asked that everyone participate in helping the students obtain their goal by going online to vote for Eastside High.

Jeff Kiser spoke regarding the maintenance for local cemeteries. There have been several issues regarding the Bond Town Cemetery clean up. The town received several calls regarding the cemetery on School House Hill. Mr. Mullins stated that he has researched the cemetery on School House Hill and found out that the town owns half of the cemetery.

He also asked that all departments look at their budgets again to eliminate any excess costs.

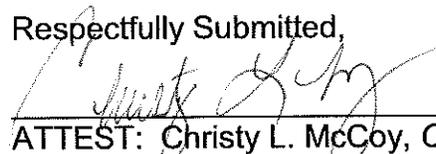
He also asked all department heads to conduct themselves in very professional manner when dealing with the public or fellow Council members.

There were no additional comments or concerns.

Adjournment:

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

Respectfully Submitted,


ATTEST: Christy L. McCoy, Clerk


Jeffery G. Kiser, Mayor

**Council Minutes
Workshop Meeting
October 27, 2014– 6:30 p.m. – 502 Front Street E, Coeburn, VA**

Attendees: By roll call vote the following members of Council were present: Veronica Buchanan, Deventae Mooney, Jess Powers and Sharon Still. Mayor Jeff Kiser was not present. Christy McCoy – Clerk/Treasurer and William Sturgill – Town Attorney were also present.

Call to Order: Vice Mayor Sharon Still called the meeting to order.

Invocation: Mike Wright gave the invocation. The group remained standing for the Pledge of Allegiance.

Public Expression:

Todd Pellion, Candidate for the House of Delegates in the 4th District was present to introduce himself to Council and citizens that were attending the meeting.

There was no further public expression. Public Expression was closed.

Approval of Agenda:

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

Reports:

Town Manager

In the absence of Town Manager Mullins, Christy McCoy gave the town manager report. She reported that the town manager was working on a revised budget showing proposed revenue increases. Sharon Still reported that she received donations for the picnic tables that Coeburn Primary was selling to the town. She asked that any additional donations be turned in at the town hall.

Treasurer

Clerk/Treasurer, Christy McCoy reported the accounts payable due in the amount of \$63,078.82. She reported a posted cash balance of \$68,686.41. Ms. McCoy informed Council that there was an additional \$49,829.99 in outstanding checks.

Minutes for the regular meeting held October 14, 2014 will be included in the November 10, 2014 Council packets.

Public Works Department

Danny Jordan, Public Works Director reported that the public works department had been aggressively looking for water leaks. The street department was preparing for the 1st annual Spooktacular Bash to be held October 31, 2014. He reported that he reviewed the final Veolia repair and maintenance invoice that was awaiting payment. He reported that all inventory was accounted for with the exception of 2 copiers totaling \$615.43. Ms. Still asked that the item be placed on the November 10, 2014 agenda.

Police Department

Chief Brooks reported that the police department received a Highway Safety Grant and used the grant to purchase additional equipment needed for the police department. A "do not enter" sign will be posted on the off ramp in front of Red Oak Trading Co. in order to avoid traffic confusion.

Fire Volunteer Fire Department – No Report was given.

Coeburn EDA Board

Ms. Veronica Buchanan reported that the EDA had a meeting with a speaker from Richmond discussing community development. The speaker discussed each community using High Knob Recreation as a point of interest that surrounding towns could build off of.

New Business

- a. 2014 Southwest Virginia Legislative Breakfast & Forum – Wise County/City of Norton Chamber will hold a Breakfast and Forum to discuss issues that will be addressed in the next legislative session of the General Assembly.
- b. Monthly Water Report – The September 2014 monthly water report was reviewed.

Old Business:

- a. Public Expression Decorum Guidelines – An amended version of the Public Expression Decorum Guidelines was presented to Council. Mr. Jess Powers stated that he disagreed with the guidelines. Mr. Powers was concerned that the guidelines would infringe upon citizens freedom of speech. Ms. Still stated that the decorum would not hinder anyone's freedom of speech. The guidelines would only set forth a written set of rules to follow. Attorney William Sturgill stated that, in his opinion, the guidelines did not discourage public opinion. Mr. Sturgill will revise the decorum and present it to Council at the next regular meeting.

- b. Reminder of the 1st Annual Downtown Coeburn Spooktacular Bash – The 1st Annual Spooktacular Bash will be held Friday, October 31, 2014 6:00 p.m. to 9:00 p.m.
- c. Reminder of the 2014 Christmas Parade – The 2014 Christmas parade will be held December 5, 21014 at 6:00 p.m. A tree lighting ceremony will be held November 28, 2014 at 6:00 p.m. at the Depot Stage.
- d. Final Veolia Payment – Sharon Still asked that the agenda item be tabled until the November 10, 2014 regular meeting. Council agreed to table the item.

Council Comments and Concerns:

Sharon Still asked that all departments keep up the good work.

There were no additional comments or concerns.

Adjournment:

Sharon Still adjourned the workshop meeting.

Respectfully Submitted,


ATTEST: Christy L. McCoy, Clerk


Sharon Still, Vice Mayor