

Council Minutes
Regular Meeting
July 9, 2018 - 6:30 p.m. – 502 Front Street E, Coeburn, VA

Attendees:

Upon roll call, the following members of council were present: Jeff Kiser, Sharon Still, Mike Holbrook and Mike Wright. Deventae Mooney was absent. Russell A. Mullins – 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. Mike Wright gave the invocation. The group remained standing for the Pledge of Allegiance led by Jeff Kiser.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

Jeff Kiser made a motion to approve the agenda as presented. Sharon Still made a motion to remove a) Budget under old business.. Jeff Kiser seconded the motion, which resulted in all Ayes.

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

Reports:

Town Manager

Town Manager, Russell A. Mullins stated that since the last meeting more letters have been sent out concerning the Grass Ordinance. He advised that Sharon Still had sent him pictures of 8th Street and that letters have gone out about that location prior to Ms. Still informing him about this location. He stated that building, zoning and litter control are aware of this problem and that it is the entire area, not just one particular place. Mr. Mullins advised that he has been discussing these and other issues with Jimmy McElrath, Wise County Building & Zoning, as to what the plans are for these locations.

Mr. Mullins stated that Jeff Livingston, Public Works Superintendent, had forty cut offs for non-payment and that this number was down compared to past numbers. Cathy Sharpe, Clerk/Treasurer, agreed that there have been between forty and eighty cut offs in the past.

Mr. Mullins thanked Sharon Still and Deventae Mooney for all the hard work they are doing at the pool. He advised that the town is seeing a positive trend from the pool as far as admissions and concessions versus payroll.

Mike Wright asked if water usage at the pool is down or up at this time. Mr. Mullins stated that he thinks it is going downward with 4-6 gallons per minute being put into the pool.

Mr. Mullins advised that the tennis courts work should begin between August and September.

Mr. Mullins stated that Alfred Street customers are all hooked up.

DEQ has been notified of principal forgiveness and loan sewer project in Banner and Route 72. They have been notified of acceptance.

Sharon Still asked that there be a way to use the town credit card to buy supplies for the pool. Jeff Kiser stated that he prefers that council have a designated credit card rather than reimbursing those members purchasing supplies. Mr. Kiser also said that Danny Jordan and Misty Yates need to be taken off the account and put Cathy Sharpe on the account. Ms. Still asked about a charge that had been made at Belk. Mr. Mullins said that the charge was made by the Police Department.

- a. Public Works – Jeff Livingston, Public Works Superintendent, reported that the new water line was hooked up to the customers on Alfred Street. He said a leak had been repaired on May Avenue and advised that the sidewalk on Meadow Street was completed as well.

Mike Holbrook reminded Mr. Livingston that the roof at MEOC and Lays still needs to be repaired. Mr. Livingston stated that he is currently working on fixing those. Mr. Mullins asked Mr. Livingston to check on a drain line for Plum Avenue.

Jeff Kiser asked that the Depot and Rally Shack areas have the trash picked up weekly by the garbage truck. Mr. Mullins advised that the timbers outside the Depot need to be taken up. He stated that there are safety issues with these.

Sharon Still requested that the pool be backwashed on Wednesday nights because Tuesday is the busiest day at the pool. She thinks once a week would be sufficient for backwashing the pool.

Mr. Mullins let everyone know that Spearhead will be having a meeting at the Depot from 9:00 am. until 3:00 p.m. on Wednesday July 11th. He advised that the meeting will be with Hill Studios to help come up with names and ideas to give individual trails for greater character. Everyone is welcome to attend.

Sharon Still asked if the CIA might be able to help raise money for fireworks. Mike Wright asked what the average cost would be for fireworks. Mr. Mullins advised that someone would have to be licensed and that it would cost between five and ten thousand dollars. He

said that five thousand would be a decent show. Mr. Mullins and Ms. Still think sponsorship might be the best way to have a firework show for the town.

- b. The Lane Group – There was no representative from The Lane Group present.

Treasurer:

Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$82,248.74 as of July 6, 2018. She reported outstanding checks in the amount of \$62,694.60, accounts payable due in the amount of \$28,704.65 and interim accounts payable in the amount of \$132,798.04. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was -\$9,150.51.

Ms. Sharpe presented meeting minutes for the June 18, 2018 regular meeting..

Ms. Sharpe reported that she had been on vacation the week of July 4th and updated the Treasurer's Report to reflect all the deposits and checks that had cleared the bank the week she was off. As July 9, 2018 the posted cash balance was \$80,144.66. She reported that outstanding checks are now \$5,139.61 less the total accounts payable due in the amount of \$28,704.65 leaving a balance of \$46,300.40.

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

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

Mike Holbrook made a motion to accept the June 18, 2018 regular meeting minutes as presented. Mike Wright seconded the motion, which resulted in all Ayes.

Police Department

There was no representative from the Police Department present.

Fire Department

Cliff Hawkins, Chief, gave the monthly activity report for the month of June 2018. He reported there were 14 total calls, 204.5 total man hours for calls, 102 total personnel responding, 210 training hours during the month and one assist call.

Mr. Hawkins stated the fire department had helped with Vacation Bible School at three or four churches and Water Day at Coeburn Primary School.

Mr. Hawkins advised that citizens in the Riverview area had been complaining about snakes. He stated that the brush had been burned and the area had been bulldozed to clean up the area. He went on to advise that everything be taken to the landfill to prevent the problem from happening in the future.

Mr. Hawkins stated that the fire department is thinking about installing a landing pad in the grassy spot behind the church near where Gary Sigmon lives. He advised that it would only be a flat concrete slab that wouldn't affect anything. This would allow easier access with ambulances in the winter months.

Attorney Report

William Sturgill, Town Attorney, did not have anything specific to discuss. He stated he would wait until closed session. Mayor Jeff Kiser asked if Mr. Sturgill had been in contact with Scott Mullins. Mr. Sturgill said that he been in contact with him and that he would be giving him some items to review.

New Business:

- A. Waterworks Construction Permit – Russell A Mullins, Town Manager, advised that this is the Crab Orchard and Beech Avenue phase II construction permit.
- B. Crab Orchard Road and Beech Avenue Waterline Replacement Project - Phase II Final Approval Letter – The letter is from VDOT stating that the project is approved going forward.
- C. 2018 Bridge Inspection – Russell A. Mullins, Town Manager, stated that VDOT requires that bridges be inspected every two years. The letter is from Mattern & Craig; they are approved through VDOT to inspect bridges. Sharon Still made a motion to allow Mattern & Craig to inspect the Lincoln Street Bridge and for Mr. Russell A. Mullins to move forward with payment to them. Mike Wright seconded the motion, which resulted in all Ayes.

Old Business:

There was no old business to discuss.

Jeff Kiser made a motion to enter into closed session in accordance with Virginia Code §2.2-3711(A.7) to consult with legal counsel pertaining to specific legal matters. Mike Wright 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.

There was no action resulting from closed session.

Council Comments and Concerns:

Mike Holbrook said he and the community appreciates the Coeburn Improvement Association and volunteers decorating the town for the July 4th festivities. He also voiced his appreciation to the community who showed an outpouring of affection to the family of the young man who lost his life recently. It shows the kind of folks who live in and around Coeburn. He said as always that he appreciates fellow council members and town employees.

Sharon Still thanked the whole town for everything that they do; the workers out front and behind the scenes who have to deal with everyone all the time. She thanked the Mayor for all he does that prevents other Council members from having to go to meetings. She also thanked Mike Holbrook for all the extra committees that he is involved with. She said she really appreciates Jeff Livingston for all he does extra that is over and above his duties.

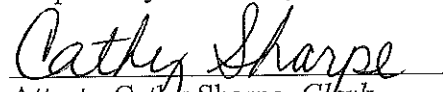
Mike Wright stated that he appreciates the town as a whole. He said that the July 4th Celebration was a big accomplishment for such a low budget. He thanked the town for the outpouring of love for Hector and for the service for the 13 year old. These things say a whole lot of good about the Town of Coeburn and what it does when tragedies happen.

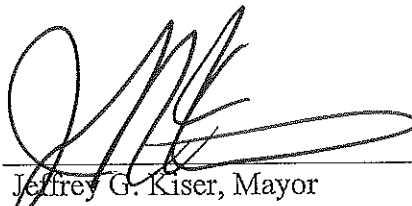
Jeff Kiser said that the tragedies are terrible and prayers go out to the families of each of those tragedies. He agrees with everyone else what character the Town of Coeburn has when rallying behind families in need.

Adjournment:

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

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Jeffrey G. Kiser, Mayor