

**Council Minutes
Workshop Meeting
February 26, 2018 – 6:30 p.m. – 502 Front Street E, Coeburn, VA**

Attendees:

Upon roll call, the following members of Council were present: Mike Holbrook, Deventae Mooney, Sharon Still and Mike Wright. Jeff Kiser was absent. Russell A. Mullins – Town Manager, Cathy Sharpe – Clerk/Treasurer and William Sturgill – Town Attorney were also present.

Call to Order:

Vice Mayor Sharon Still called the meeting to order. Deventae Mooney gave the invocation. The group remained standing for the pledge of allegiance led by Mr. Mike Holbrook.

Public Expression:

There was no public comment. Public expression was closed.

Approval of the Agenda:

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

Reports:

Town Manager

Town Manager, Russell A. Mullins stated that he did not have anything specific to report but was open to answer questions. Deventae Mooney asked if the two new employees had started their positions at town hall. He asked if everything was going well to which Sharon Still replied that she had talked with both of them and that they both seemed happy to be there. Mr. Mullins reported that they were working at different times and that their hours are being kept at twenty hours per week.

Public Works

Jeff Livingston, Public Works Superintendent, reported that the leak on Beech Avenue had been repaired and that the water loss rate was down to 20%.

Mike Wright advised Mr. Livingston that the nets need to be raised at the tennis courts. Mr. Livingston said that public works would get that taken care of.

The Lane Group

There was no representative from The Lane Group present. Town Manager, Russell A. Mullins stated that a meeting will be held March 5, 2018 at 12:30 to go over the water plant aspect of the project. He also stated that bids will begin in August for the big water project.

Treasurer

Cathy Sharpe, Clerk/Treasurer reported a posted cash balance as of Friday, February 23, 2018 in the amount of \$80,802.93. Outstanding checks in the amount of \$68,319.44, total accounts payable due in the amount of \$35,609.09 and interim accounts payable in the amount of \$35,263.10. After deducting the accounts payable due and outstanding checks, the reconciled cash balance was - \$23,125.60.

Ms. Sharpe stated that the February 12, 2018 regular meeting minutes will be distributed along with the March 12, 2018 council packets.

Ms. Sharpe also provided copies of the BB&T corporate card account and Shell monthly credit statements.

Following Ms. Sharpe's report, there was a discussion about police academy charges on the BB&T bank account. Mr. Russell A. Mullins stated that meals and travel expenses were being provided by the town.

Sharon Still asked which truck was being serviced by Morgan McClure. Mr. Mullins stated that it was service to Jeff Livingston's truck.

Police Department

There was no representative from the police department present.

Fire Department

There was no representative from the fire department present.

Attorney Report

William Sturgill – Town Attorney stated that he did not have anything specific to report.

New Business:

- A. Library Contribution – Sharon Still asked about the proposed budget in amount of \$6815.00 for building and grounds repairs. Mr. Mullins said that is shown to their board on top of the \$5000.00 contribution that the town provides.

- B. Case Equipment Grant – Mr. Mullins reported that this is a grant in the amount of \$25,000.00 that one locality can have. He went on to say that the town could not buy a backhoe for that amount of money. He advised that March 30, 2018 is the deadline and that he is trying to find other things that the money can be used for.

Closed Session:

There was no reason to enter into closed session.

Council Comments and Concerns:

Mike Holbrook had no concerns. He stated that the meeting went well.

Deventae Mooney congratulated Eastside varsity boys and girls for their regional championship wins.

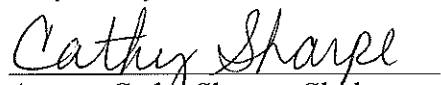
Mike Wright also congratulated Eastside varsity boys and girls for their regional championship wins.

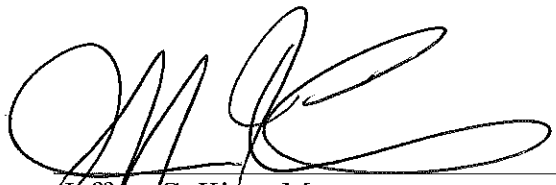
Sharon Still stated that she is glad that Cathy Sharpe – Clerk/Treasurer is adjusting to her new position. She added that Jeff Livingston – Public Works Superintendent, William Sturgill – Town Attorney and Russell A. Mullins – Town Manager are all doing their jobs well.

Adjournment:

Sharon Still made a motion to adjourn. Deventae Mooney seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Jeffrey G. Kiser, Mayor