

**Council Minutes
Regular Meeting
Monday, May 11, 2026 - 6:30 p.m. - 413 Front St. E, Coeburn, VA**

Attendees:

Upon roll call, all members of council were present: Jimmy Williams - Town Manager, Cathy Sharpe - Clerk/Treasurer, and William Sturgill - Town Attorney, were also present.

Call to Order:

Mayor Deventae Mooney called the meeting to order. Pastor Carroll Childress, Midway Church, gave the invocation. The group remained standing for the Pledge of Allegiance led by Mr. Mooney.

Public Expression:

There was no Public Expression. Public Expression was closed.

Response to Public Expression:

There was no Response to Public Expression.

Approval of the Agenda:

Town Manager, Jimmy Williams, asked to add under New Business (D.) - Purchase of Camera Truck Bundle for the Fire Department.

Deventae Mooney made a motion to add New Business (D.) - Purchase of Camera Truck Bundle for the Fire Department. Vice Mayor Sharon Still seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve the agenda as amended. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Reports:

Fire Department

Mr. Roger Stanley, Assistant Chief, discussed the bundle that the department would like to buy. It is a bundle of three thermal imaging cameras, two smaller handheld cameras and a larger camera. The camera the department has now is approximately 22-25 years old. The thermal imaging cameras are used to look at burning buildings, the temperature changes on propane tanks, look for chemicals in the water and will allow the department to see through smoke.

Mr. Stanley reported a total of 21 calls for the month of April. He said things are going well at the department and there are some new members. Firefighter One is about to wrap up and there looks to be a good pass rate on that. The Haz Mat ops class will begin when this class is finished. Mr. Mooney thanked the department for hosting the Special Needs class from the middle school. Mr. Still thanked the department for all they do for the town.

Assistant Chief Stanley said the tanker is working properly after the pump was rebuilt. The department is checking it weekly to head off any issues with it.

Police Department

Mr. Travis Mullins, Police Chief, referred to the activity log that was provided to Council, noting the activity level has been steady. Chief Mullins said he emailed SOMA to make sure there were no termination fees and is waiting for a response. He will reach back out if he doesn't hear anything soon. Mr. Mullins will have a meeting with Billie Laney, Head Dispatcher, to discuss what the next few weeks will look like during the software change. Mr. Still asked if the county was going to Southern Software and Chief Mullins said that is correct. Mr. Mullins said the department has the RMS part of the program on the desktops but does not have access to the mobile portion at this time. He hopes to get that RMS active by mid-June to complete required state reporting.

Mr. Mullins reported there has been an increase in complaints about speeding and that is not uncommon as the weather warms up. The department will do more radar enforcement. Chief Mullins also reported the department is in training with other agencies and that training will be beneficial to first responders. Mr. Mooney asked Mr. Mullins about a grant they had discussed. Chief Mullins said he had applied for and been awarded the Byrnes Justice grant. He will get the specifics soon and will share that with Council but thinks that it is around \$23,000.00. The grant can be used for software, policy manual updates, training and a grant finder that will help find grants for the agency. This will include a generator, a refrigerator and locks for the department. Mr. Still thanked Chief Mullins for all the department does.

Mr. Mooney noticed the mileage was low for unit 601 and asked Chief Mullins about that. Mr. Mullins said that car is used by Officer Brickey and he has been out of the office using his time that has accumulated. Mr. Mooney asked if Chief Mullins was beginning to look for grants to purchase a new vehicle, mentioning the unit with 116,000 miles. Mr. Mullins has been discussing that with Town Manager Jimmy Williams.

Town Manager

Mr. Jimmy Williams, Town Manager, reported he has been in contact with the Master Foundation Crawlspace representative. The company inspected the depot building and the current estimate ends at the end of the month. The company has offered an additional 5% discount for the job, dropping the price to around \$62,000.00. The offer is good until the end of the month. Ms. Still said she has emailed the Vice President of Norfolk and Southern and hopes to hear something soon, expressing he is local to the area and is hoping he will be of some help. Mr. Mooney said he would like to see the depot building repaired and back in use. Ms. Still said Ms. Kaleigh Still

is looking into getting the building put on the Historical Register if possible. This would open additional sources of funding for the building repairs. Mr. Williams pointed out the longer it sits, the more it will cost to repair. He said before all this came up with the depot, he had been in contact with someone about buying a sound system and the gentleman still has that available. Ms. Still asked Mr. Williams if he had reached out to DHCD now that there is an actual number to work with. Mr. Williams said he will do that. He said he had spoken with Clisso's and Quesenberry's and they are tied up with jobs. Ms. Still suggested putting the job up for bid. Mr. Still asked Council if they are all wanting to see the depot repaired. The answer was affirmative. Mr. Still wanted it on record that Council is interested in repairing and using the building and not interested in tearing it down. There are various rumors around the area regarding the depot and what the town is doing with it and Mr. Still said this process takes time to find funding. Mr. Still said having the building declared historical does change how things must be done. He said the building has a historic number but is not on the register. Ms. Rose Mary Holbrook asked if the town would be advertising in the paper. Mr. Mooney said he is ok with that. Ms. Still said the bids need to be for the library repair and the depot but verified with Mr. Williams that the driver's insurance would be paying for the library job and Mr. Williams said that was correct. Ms. Still said there would need to be three bids per state requirement.

Ms. Still asked about the water usage at the ABC field. The usage was over 12,000 gallons and she is concerned there is a leak. She said if there is a leak, Mr. Chad McCoy will need to be notified to find and repair the leak. Ms. Holbrook asked if the software flags high usages, and Mr. Williams said that is usually found in the office as the readings come in.

Mr. Mooney asked if the Planning Commission meeting has been scheduled. Mr. Williams said he had not scheduled that. Mr. Mooney suggested he prioritize scheduling that meeting before the June meeting.

Mr. Mooney asked Mr. Williams if he had gotten a quote for the nets at the tennis courts. Mr. Williams did not have that quote.

Mr. Mooney asked for an update on the lot across from Estes Funeral Home and asked if Mr. Sturgill had worked on that. Mr. Sturgill said he would contact them and see what terms they were interested in and go from there with an agreement.

Mayor Mooney asked for an update on the Home Serve Line Program. Mr. Williams has contacted the representative and is expecting more information and should be receiving an agreement to sign. The expected date to begin advertising is September 1st and they will be sending envelopes and information for the customers that will be sent out with the water bill.

Mr. Mooney asked Mr. Williams to send a follow-up email to DHCD about the extension that was requested due to the town not having an engineer.

Mayor Mooney asked if there was any response to the advertisement for engineers for the town. Mr. Williams said he sent out information to the required minority and female owned businesses and had two of those returned undeliverable and no other response.

Ms. Holbrook asked about an update on CNW and about the price increase. She also asked if the town had representatives that attended the meetings. Mr. Williams said the town has two representatives that attend meetings. Ms. Holbrook asked if they report back to the town, and Mr. Mooney said he thought the town had asked for copies of the minutes. Mr. Williams said he received an email from Ms. Laura Taylor about the next meeting. Mr. Mooney said it would be beneficial for the town to receive a digital copy of the minutes when they were approved.

Public Works

Mr. Jeff Livingston, Public Works Superintendent, reported he spoke with John at Buchanan Pump and had the parts to the old pump returned. Mr. Livingston reported the sewer was jetted at Central Street, Miner's Bank, Quillen Avenue and a water line was repaired on Elder Lane. He said a trash can was picked up at Jim's and there is one still there that needs a bottom. A leak was repaired on Flatwoods Road, a setter was replaced on Second Street, the sewer pump station was washed out, a chopper pump was put in at the Sheffield pump station, and a fire hydrant was repaired at town hall. A leak was repaired on Lamar Street, the sewer was jetted on Front Street and at the trailer park, pipe was replaced at Timberville and 193 work orders were completed.

Mr. Livingston requested a new lawn mower be purchased for public works. He said the zero turn was purchased around 2007. Mr. Mooney requested quotes and then Council will discuss.

Mr. Livingston said the pool may need valves and is waiting to see if those are covered under the warranty. Ms. Still said the pool is looking better and she and Kaleigh will go up to vacuum it soon.

Ms. Still asked if the yard and driveway were repaired at Timberville. Mr. Livingston said the yard was repaired and the driveway work would be done tomorrow.

Ms. Still requested, as she had in the past, weekly, monthly, and bi-monthly checklists for the parks and sidewalks to ensure that parks are checked regularly and all things are safe and functioning. This will ensure that trash is emptied, sidewalks are safe and will establish regular maintenance schedules. Ms. Still said these things need to be done on a regular basis. She said it would be good to have a list and have things initialed by the person completing the task. Also, this would provide guidelines for work if Mr. Livingston was not in the office. Mr. Mooney agreed with Ms. Still and said this is also on his list of things to discuss. He said there needs to be a rotating schedule of when tasks are to be done and that way projects aren't just done anytime, but on a regular basis. Mr. Mooney said the Front Street sidewalks look awful and need to be cleaned up, mentioning specifically the sidewalk between Delta Tire and the police department. He said all the sidewalks need cleaned and weeds removed. Ms. Still asked if power washing is done, to make sure it does not spray dirt onto the storefronts. Mr. Mooney said blowing off the sidewalks should be sufficient and Ms. Still said it would be beneficial to do the sidewalks once a month. Mr. Mooney said it is the job of public works, and they should not be waiting on inmates to do those tasks.

Mr. Mooney mentioned the bridges need to be stained. Mr. Still said that is because the wrong stain was used the last time it was stained. Mr. Still said it needs to be an oil-based stain, and that

type of stain would last, as he has suggested in the past. Mr. Mooney asked if it is possible to remove the stain and replace it with an oil-based stain. Mr. Still will be meeting with Tim tomorrow to discuss some painting that needs to be done at the pool and will also ask about staining the bridges.

Mr. Mooney said that pre-K will be using the park and asked if the rally shack bathrooms are open for the summer. Mr. Livingston said they are not. Mr. Mooney will email him the date that they will need to be opened and asked him to put that on the priority list.

Mr. Still asked Mr. Livingston if the road could be fixed by Mr. John Wright's house and Mr. Mooney said that pothole is on the list, as well as one by the pool. Mr. Still thanked Mr. Livingston for all his department does for the town.

Ms. Holbrook asked if the standing water issue at the library had been corrected. Mr. Livingston said public works will check. Mr. Mooney said if there is standing water, LaFerney Roofing will need to be contacted to correct the issue.

Treasurer

Ms. Cathy Sharpe, Clerk/Treasurer, reported a posted cash balance of \$223,867.25 as of 5/7/2026. She reported \$132,991.98 in outstanding checks, total accounts payable due in the amount of \$2,420.82 and interim accounts payable in the amount of \$127,262.32. After deducting the accounts payable due, outstanding checks and \$1,775.02 reserved for the park, the reconciled balance was \$86,679.43. There were cash disbursements totaling \$42,665.60.

Ms. Sharpe presented the meeting minutes for April 13, 2026, regular meeting, which was recessed and reconvened on April 27, 2026, and April 27, 2026, special called budget meeting.

Ms. Sharpe reported three additional deposits since reports had been presented for the meeting. Thursday's deposit was \$3,433.73, Friday's deposit was \$5,862.01, and today's deposit was \$23,442.07 making the total cash availability \$119,417.24.

Ms. Still asked if the check from the donor was received. Mr. Mooney said it was and that the remainder of the funds was the money reserved for the park as the donor requested.

Mr. Carles Collins asked if there was a payment on the way for the snow removal. Mr. Williams said that was received before the last meeting.

Ms. Still and Mr. Mooney suggested moving the donor funds to the Ringley Park Expansion account. Ms. Still said that money could be used to buy things for Bondtown Park.

Mr. Mooney reviewed the report and asked Ms. Sharpe to change the way she types up the report when she is typing the total cash availability, leaving out the dash as it appears to make that amount look negative when it is not. Mr. Still said that Ms. Sharpe does a good job of being prepared.

Ms. Sharpe discussed the conversion from AS400 to Southern Software and said the process left lots of things in the system that need to be cleared out. Southern Software is willing to come and assist with that process for \$2,250.00. This will provide two days of hands-on assistance. Ms. Sharpe said it will speed up the system to have all the old, unnecessary information removed. Ms. Still asked if they would make sure the system was working properly before they left. Ms. Sharpe said that they would. Mr. Williams said there are some parts of the program that are not in use and there may be some that can be incorporated once they are here in office to answer questions. Ms. Sharpe said they will specifically help with cleaning out old bank rec entries and vendors and will be able to answer questions while they are here. Ms. Still said they may want to ask if additional training on parts of the program that are not being used could be done and how much that would cost. Chief Mullins said that price is comparable to other companies and is reasonable for one-on-one training.

Joe Still made a motion to approve spending \$2,250.00 to have Southern Software send a representative for two days of training for town hall. Sharon Still seconded the motion, which resulted in all Ayes.

Ms. Sharpe asked Ms. Still to send an email requesting the money for the EDA from the town.

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

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

Sharon Still made a motion to approve April 13, 2026, regular meeting minutes that were recessed and reconvened on April 27, 2026, as presented. Rose Mary Holbrook seconded the motion, which resulted in all Ayes.

Sharon Still made a motion to approve April 27, 2026, special called budget meeting minutes as presented. Rose Mary Holbrook seconded the motion, which resulted in all Ayes.

Attorney Report

Mr. William Sturgill, Town Attorney, reported that all he has to discuss will be done in closed session.

New Business:

- A. Lincoln Street Bridge Safety Inspection - Mr. Williams said VDOT requires a bridge inspection. He shared photos of the bridge with Council and reviewed the recommendations for the bridge. The asphalt is separating on both ends of the bridge and there are bolts that are separating from the guardrail. Mr. Mooney asked who is responsible for the guard rail and Ms. Still informed him that the town is, as that is the only bridge the town owns, but suggested checking with VDOT to see if they could assist with the guard rail. Mr. Williams will be sending the information to VDOT and speaking with VDOT.

He suggested placing a weight limit on the bridge. Mr. Williams will submit this information to VDOT and come back to Council with a plan of what needs to be done.

- B. Purchase of a Seek Camera Bundle for the Fire Department - Mr. Williams has received a purchase order request from Fire Department Chief Mr. Cliff Hawkins for the purchase of thermal cameras totaling \$5,820.44. Chief Hawkins is requesting the funds to come out of the fire department equipment line item. Mr. Williams said nothing has been spent out of that line item to date.

Sharon Still made a motion to purchase the Seek Camera Bundle in the amount of \$5,820.44 for the fire department out of the fire department budget. Joe Still seconded the motion which resulted in all Ayes.

Old Business:

- A. Coeburn Pool - Mr. Mooney reported there was an anonymous donor that donated more than enough money for the diving board replacement and that those boards are ordered and should be in before opening. Mr. Williams said the check was taken to the company on Friday and it will be three weeks until the boards are in. Ms. Still said Tim will be by the pool with some students to refurbish and paint the diving board stands. She said the stands will be painted black. Mr. Mooney asked Mr. Williams to check in mid-week next week on the status of the diving boards. Mr. Livingston was asked to check on the check valve and was asked to get a price for a new one. Mr. Still reminded Mr. Livingston to tell the Slush Puppie representative that the town does not want the machine and product this year. Ms. Still said the admission for 3 years old and up will be \$5.00, sunbathers only will be \$3.00 and 2 and under will be free. Pool Employees and family will be \$1.00.

There was a brief recess before the meeting was reconvened.

Sharon Still made a motion to amend the agenda and move Closed Session to be held after Old Business (A.) and (B.), Budget Workshop to be moved to after Closed Session and the meeting will be moved to town hall for the budget workshop. Joe Still seconded the motion, which resulted in all Ayes.

Closed Session:

Mayor Deventae Mooney made a motion to enter into closed session in accordance with Virginia Code §2.2-3711(A8) to discuss specific legal matters. Vice Mayor Still seconded the motion, which resulted in all Ayes.

Immediately following closed session, Ms. Cathy Sharpe, read "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. A roll call vote resulted as follows:

Carles Collins - Aye
Rose Mary Holbrook - Aye
Deventae Mooney - Aye
Joe Still - Aye
Sharon Still - Aye

Action from Closed Session:

There was no action resulting from Closed Session.

There was a brief recess. The meeting resumed at town hall.

Old Business:

- B. Budget Workshop - Council and department heads reviewed the budget and changes made since the last meeting. The budget was looked at line by line and Council was able to ask questions about specific items.

The budget will need to be advertised and voted on before being adopted. Mr. Mooney will talk to Mr. William Sturgill to determine what days to have the meetings for the public hearing and the approval of the budget.

Council Comments and Concerns:

Carles Collins - Mr. Collins had no comments or concerns.

Rose Mary Holbrook - Ms. Holbrook had no comments or concerns.

Joe Still - Mr. Still had no comments or concerns.

Sharon Still - Ms. Still appreciates all the hours everyone puts in and appreciates the work everyone does.

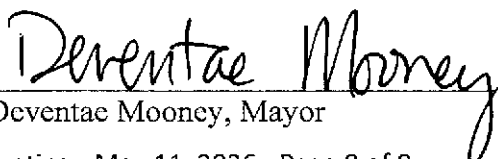
Deventae Mooney - Mr. Mooney apologized for the meeting taking so long but feels they are close to having everything done.

Adjournment:

Mayor Deventae Mooney made a motion to adjourn this meeting. Mr. Joe Still seconded the motion, which resulted in all Ayes.

Respectfully Submitted,


Attest: Cathy Sharpe, Clerk


Deventae Mooney, Mayor