



Town of Mineral
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Pam Harlowe, Mayor
Michael Warlick, Vice-Mayor
Tom Runnett
Bernice Wilson-Kube
Doswell Pierce
Roy McGeHee
William Thomas
Salvatore Luciano, Town Manager
Ti-Lea Downing, Treasurer/Clerk
Jack Maus, Town Attorney

Town Council meets for its regular session on the second Monday of each month at 7:00 p.m. Persons wishing to be heard or having an item to be placed on the agenda should make their request to the Clerk of Council by the final Monday of the month preceding the meeting.

Town of Mineral Council Meeting
February 9, 2015
7:00pm

COUNCIL MEMBERS:

Pam Harlowe, Mayor; Michael Warlick, Vice-Mayor, Doswell Pierce; Tom Runnett; Bernice Wilson-Kube; Roy McGeHee and William Thomas

ABSENT:

STAFF MEMBERS:

Sal Luciano, Town Manager; Ti-Lea Downing, Town Clerk; Jack Maus, Town Attorney

PUBLIC:

Andrew Woolfolk, The Central Virginian

Mayor Harlowe called the meeting to order at 7:00 p.m. and gave the invocation.

Mayor Harlowe asked if there were amendments and/or additions to the Agenda:

Jack Maus requested that a "Closed Session" be added to the agenda to discuss possible litigation. ***Tom Runnett made a motion to approve the Agenda as amended; Roy McGeHee seconded the motion. Motion passed 6/0 with none voting in the negative.***

Approval of the January 12, 2015 Minutes: ***Tom Runnett made a motion to approve the minutes as written; William Thomas seconded the motion. Motion passed 5/1 with Roy McGeHee abstaining.***

Approval of February Bills to Be Paid: ***Tom Runnett made a motion to approve the January Bills to Be Paid; Doswell Pierce seconded the motion. Roll call was taken.***

Doswell Pierce/ YES

Tom Runnett/ YES

Roy McGehee/YES

William Thomas/ YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Motion passed 6/0 with none voting in the negative.

Town Manager's Report: Sal Luciano added to his written report that DMV had added several new changes and they are requiring new credit card machines. Our current credit card machine did not meet their criteria; therefore it is mandatory that we purchase three (3) new credit card machines per the number of tellers we employ. These credit card machines would be purchased through DMV under a state contract for approximately \$900.00/machine, a total of \$2,700.00, which will be coming due in May 2015.

He also stated that he had a request to close an alley at the end of 9th Street turning onto Kennon Road from Hank Staudinger. Council decided to table this item for thirty (30) days. Mr. Luciano will get with Jack Maus to research this request and determine the proper procedures to close an alleyway.

Town Attorney's Report: Jack Maus submitted a written report to Council. William Thomas questioned if there was any progress on the old elementary school. Mr. Maus reported that he filed the motion to Show Cause and is awaiting entry of order by Judge. Doswell Pierce questioned the progress on Woodlawn Cemetery and Mr. Maus stated that it is on the Judge's desk awaiting action.

Standing Committee Reports:

Beautification/Anti-Litter Committee: Mayor Harlowe stated that the work the maintenance men did between Gibson's and the old town shed was a town enhancement. Tom Runnett requested if the town manager would get a price on a pre-cast drop in for that area. Bernice Wilson-Kube stated that there are some shrubs at the new town office that need to be replaced. Doswell Pierce stated that he had a complaint on the flags at the town office. The State flag is torn and the Town flag is extremely faded. Mr. Luciano stated that the maintenance men have been replacing them and they are getting torn by catching on the roof. It was suggested that we order new flags one size smaller. Tom Runnett stated that the flag at the cemetery needs to be checked as well.

Budget & Finance Committee: William Thomas had no report.

Building Committee: Michael Warlick reported that the Bilco door to the basement at the old town office needed to have a lock installed on the outside, possibly a hasp with a lock so the tenant can lock his personal property and supplies down there. Mr. Luciano stated that he would have the maintenance men take care of this item. Also, have the maintenance men seal up the top of that door as well.

Cemetery Committee: Tom Runnett questioned the town manager if the road at the cemetery had been checked lately. Mr. Luciano stated that it would need to have new gravel put down in the spring. The maintenance men had put new mulch down and picked up all the loose limbs.

Economic Development Committee: Bernice Wilson-Kube had no report.

Personnel Committee: Tom Runnett had no report.

Police & Legal Matters Committee: Roy McGehee had no report.

Streets Committee: Michael Warlick had reported a street light out to Ti-Lea Downing located at 1st and Albemarle. Ms. Downing reported that she did call this into Dominion VA Power. Also, the sand is accumulating along the sides of the streets again and will need to be swept soon. Tom Runnett questioned if we were going to request the Town of Louisa to have their street sweeper clean our streets again this year and Mr. Luciano stated that his opinion was to wait until the Town of Louisa announced their new town manager.

Walton Park: Tom Runnett reported that the Final Fridays at the end of July will not be taking place due to the Ag Fair being moved up one week earlier. Sal Luciano stated that there was a request to use the ring for soccer practices from Steven Pekary within the next month.

Water & Sewer Committee: Sal Luciano stated that there have been some leaks that he wanted to update Council.

420 Mineral Avenue: It was in between the curb and sidewalk.

331 Mineral Avenue and 3rd Street: It was on a two inch line in between two older patches and Central Virginian Contractors made the repairs. This related to a large consumption of water from LCWA and it also flooded Mr. Williams' basement. Mr. Luciano met with Mr. Williams and where the water was pumped away from the leak it ran down 3rd Street and made ruts in their parking area. Mr. Luciano agreed to put new gravel down to repair their parking area and Mr. Williams also submitted invoices in the amount of approximately \$1,200.00 for the costs of not only the pumps to pump the water out of the basement, but also for the Charlottesville based company that came

out to professional dry his basement to avoid a mold/mildew issue. Mr. Luciano's recommendation to Council would be to pay these invoices. He contacted VML Insurance and he is awaiting a return phone call for our deductible amount.

201 Spring Road: After digging for a day, the line could not be found. Central Virginian Contracting came out the next day and made the repair.

Well 4 Update: The well is back in service and running as it had before. The contract he signed with Utility Services would be for a cleanup every year. They had put a camera down the well and determined that the casing is deteriorated. Their recommendation would be to reline, re-grout and clean it. The cost for this procedure is \$9,000.00 and they would be willing to extend it over a 10 year basis, \$900.00 per year. Mr. Luciano contacted the Health Department and if Council decided to go this route, they would need to be brought onboard for re-permits and inspections.

Council was presented with two (2) options: \$6,500.00 plus the \$900.00 and clean it every year; or \$6,500.00 per year and only clean it after the yearly pump test.

Mr. Luciano recommended the second option. ***William Thomas made a motion to go with the second option of paying \$6,500.00 per year and only clean it after the yearly pump test; Tom Runnett seconded the motion. Roll call was taken.***

Doswell Pierce/YES

Tom Runnett/YES

Roy McGehee/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Motion passed 6/0 with none voting in the negative.

OLD BUSINESS:

Contract/Invoice from LCWA: Sal Luciano stated that this item was moved to "Closed Session".

Woodlawn Cemetery: Mr. Maus stated that the order is on the Judge's desk since January 26, 2015.

Direct Deposit Rates Discussion: Mayor Harlowe stated that at the January 9, 2015 meeting it was recommended that we convert to a bi-weekly payroll with direct deposit for all employees. Mr. Luciano stated that the rates for direct deposit would be \$30.00 per month plus 10 cents for each check. Mr. Luciano continued to state that he did not foresee any benefits of converting to a bi-weekly payroll. The weekly payroll does not

require that much time in preparation other than having the Mayor come out every week to sign the checks, but if we went with direct deposits she might like to continue to come out and review payroll before it was direct deposited.

As far as direct deposit, he felt that with the employees more than anything, it would be a morale issue. Most live paycheck to paycheck and you would be requiring them to adjust their lifestyles. Michael Warlick questioned if Mr. Luciano discussed this issue with any of the employees. There was discussion between Tom Runnett and Michael Warlick over this issue. Michael Warlick again questioned the town manager if he had spoken with the employees on this issue and Mr. Luciano stated that he had not. Roy McGehee stated that he had discussed this issue with three (3) employees and they do not want to convert to a bi-weekly payroll nor do they want direct deposit. William Thomas stated that he did not see the benefits to the Town on this issue either. William Thomas questioned the town manager on his opinion. Mr. Luciano stated that it did not affect him, but if it was going to be a cost savings or a real time savings, he would go with it; but there was really not that much of a cost or time savings to convert. ***William Thomas made a motion to not convert to a bi-weekly payroll and to not convert to direct deposits; Roy McGehee seconded the motion. Roll call was taken.***

Doswell Pierce/YES

Tom Runnett/NO

Roy McGehee/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Motion passed 5/1 with Tom Runnett voting in the negative.

NEW BUSINESS:

Water System Appraisal with LCWA: Sal Luciano reported that in speaking with Pam Baughman of LCWA, the LCWA Board might still be interested in purchasing the town's water/sewer system. If Council was interested in selling the system, LCWA would like to split the cost of having an engineering study conducted for the purpose of verifying the condition of the system. The cost would be approximately \$30,000 - \$50,000 which would be shared by both parties. Council had previously wanted an evaluation and maps of our water/sewer system and there was \$20,000.00 budgeted under Capital Improvements; if both parties could agree on what results they wanted from the engineering study and split the cost, it would benefit the town. Bernice Wilson-Kube stated that she was not interested in selling the water/sewer system to the County; it's the obligation of the town council to maintain the water/sewer system. There would not be much for the Council to do if you sold the water/sewer system. Doswell Pierce

stated that until further information was provided, a determination to sell or not was not feasible at this time. Sal Luciano stated that he did not even know for sure if LCWA was still interested in purchasing the system. Tom Runnett furnished a few determining factors in selling the water/sewer system to LCWA. Council had a lengthy discussion on this issue. ***Bernice Wilson-Kube made a motion to verify from LCWA the actual cost of the engineering study and to also verify that the Town of Mineral Council has a right to say what is done; Tom Runnett seconded the motion. Roll call was taken.***

Doswell Pierce/YES

Tom Runnett/YES

Roy McGehee/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Motion passed 6/0 with none voting in the negative.

Water Town Agreement: Mr. Maus reported that he and the town manager went over this agreement and the redraft was sent to CVA Link. Mr. Gilbreth was fine with this redraft with a few changes; the street address of the town office and to provide some mechanism that if their internet services go down they promptly repair them or else there would be liquidated damages to the town. CVA Link is ready to sign.

Tom Runnett made a motion to adjourn in to closed session; William Thomas seconded the motion. Motion passed 6/0 with none voting in the negative

Mr. Maus authorized Council to adjourn into closed session to discuss possible litigation under VA Code Section 2.2-3711 A7.

Certification that only what was announced was discussed.

Doswell Pierce/YES

Tom Runnett/YES

Roy McGehee/YES

William Thomas/YES

Pam Harlowe/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

William Thomas made a motion that Council litigate the 2002 contract and do not allow them to affect the water flow to the Town of Mineral under any circumstances; Tom Runnett seconded the motion. Roll call was taken.

Doswell Pierce/YES

Tom Runnett/YES

Roy McGehee/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Motion passed 6/0 with none voting in the negative.

Bernice Wilson-Kube made a motion to adjourn the meeting; Tom Runnett seconded the motion. Motion passed 6/0 with none voting in the negative.

Meeting adjourned.