



Town of Mineral  
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Pam Harlowe, Mayor  
Bernice Wilson-Kube, Vice-Mayor  
Tom Runnett  
Michael Warlick  
Roy Payne  
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  
June 9, 2014  
7:00pm

**COUNCIL MEMBERS:** Tom Runnett; Roy McGehee; Michael Warlick; Bernice Wilson-Kube; William Thomas and Pam Harlowe

**ABSENT:** Roy Payne

**STAFF MEMBERS:** Sal Luciano, Town Manager; Ti-Lea Downing, Town Clerk; Jack Maus, Town Attorney

**PUBLIC:** Tex Pierce; Andrew Woolfolk, The Central Virginian

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

**PUBLIC COMMENTS:**

**Tex Pierce:** On Saturday, June 14, 2014 the VFW and the Boy Scouts will be holding the flag retirement ceremony at the VFW. Also, the relining of the sewer lines was completed in April, 2014 yet in May, 2014 the Town paid for more than 300,000 gallons of water from May of last year. He questioned if the lines are working or is there something else that might be the problem. Mayor Harlowe stated that Council is in the process of determining those actual figures now by previous billings and if the numbers do not start to come down, then Council would need to go back to the engineer. On the current budget that is being used now, the expenditures have exceeded what was budgeted over 50% or more and there had been not public hearing to amend the current budget. Council had budgeted for approximately \$600,000 and the expenditures were over \$1 million. What he is referring to is the \$400,000 that was used to pay for the sewer relining project, there was no public hearing to amend the current

budget to allow for the expenditure of this project. Tom Runnett stated that Council needed to schedule a public hearing to amend the current budget before the end of June, 2014. He then questioned if the water had been turned on for the Family Dollar yet. Mayor Harlowe stated no. He then questioned if the connection fees have been paid. Tom Runnett stated no. Mr. Pierce suggested that the Town receive a check from Family Dollar for \$12,000 for the water connection fees or there should be no connection. He stated that he had been informed that the Family Dollar was informed that the fees were waived. If the Council Members did not waive these fees, then they should not be involved in this matter and the Town should receive a check for the water/sewer connection fees. He also stated that he had received several complaints regarding the sidewalks and gutters in the middle of the street in front of Family Dollar and also complaints regarding 5th Street being cut down. VDOT stated that a tractor trailer can turn onto 5<sup>th</sup> Street from Mineral Avenue, but what they did not state was that the tractor trailer would have to take up both sides of the road on 5<sup>th</sup> Street to make that turn making it impossible for another vehicle to be there when it was turning. The entrance to 5<sup>th</sup> Street cannot be moved. Tom Runnett stated that Mark Wood from VDOT approved the plans. Mr. Peirce questioned who approved the plans when Family Dollar submitted them to the Town. Mr. Pierce stated that he spoke with Mark Wood from VDOT and he approved the plans because Louisa County and the Town of Mineral approved the plans. Mayor Harlowe stated that the Town of Mineral left the road right of way to VDOT because they are educated in the area of roads. Mayor Harlowe closed the Public Comments section of the meeting.

**Mayor Harlowe asked if there were amendments and/or additions to the Agenda. Tom Runnett stated that under Old Business: Family Dollar Water/Sewer Connection and the location of the placement of the Old Trevilians School at Walton Park. *Tom Runnett made the motion to approve the Agenda as amended; William Thomas seconded the motion. Motion passed 5/0 with none voting in the negative.***

**Approval of the May 12, 2014 Minutes. *Tom Runnett made a motion to approval the May 12, 2014 minutes; Michael Warlick seconded the motion. Motion passed 5/0 with none voting in the negative.***

**Approval of June Bills to Be Paid. Michael Warlick questioned if the payment to J.W. Sealing completed all the patch work of the manholes and Sal Luciano stated yes. Roy McGeHee questioned the amount from Rollin' Wheels to move the old school house to Walton Park and Sal Luciano stated that this was for making the axles and the invoice was not broken down into an hourly rate. *William Thomas made the motion to approve the May Bills to be paid; Tom Runnett seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/YES***

***William Thomas/YES***

***Motion passed 5/0 with none voting in the negative.***

**Town Manager's Report:** Sal Luciano reported that he had two (2) items to add to his written report. He would be looking into hiring a new DMV Clerk due to a vacancy effective June 9, 2014. Also the water line would be installed from 4<sup>th</sup> Street down to Family Dollar on Monday, June 16, 2014 which would result in the entire Town of Mineral being without water for a period of time on Monday and may be a few days for some. Local businesses would be notified as well as those residents that would be without water for a length of time until the work was completed. Tom Runnett asked if there would be a way to run temporary water to residents who would be without water for a number of days. Sal Luciano stated that he needed to find a sufficient way to notify all town residents of this water outage. Mayor Harlowe questioned if there was a problem on the corner of 6<sup>th</sup> Street and Mineral Avenue and Sal Luciano stated that they were having sewer problems on their end, not the Town's end.

**Town Attorney's Report:** Mr. Maus reported that he had submitted a written report to Council and there were no changes.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** Bernice Wilson-Kube stated that she had no report.

**Budget & Finance Committee:** William Thomas had the Town Manager give a brief overview of the proposed 2014/15 budget. ***Roy McGeHee made the motion to have Sal Luciano and Tom Runnett meet with the Louisa County Water Authority to discuss the possibility of transferring the water/sewer over to them; Tom Runnett seconded the motion. Motion passed 5/0 with none voting in the negative. William Thomas made a motion to increase the Real Estate Tax by 3 cents; Michael Warlick seconded the motion. Roll call was taken.***

***Tom Runnett/NO***

***Roy McGeHee/NO***

***Michael Warlick/NO***

***Bernice Wilson-Kube/NO***

***Williams Thomas/YES***

***Motion denied with 4 voting in the negative.***

***Tom Runnett made a motion to approve the budget without the 3 cent real estate tax increase; a 1.5% Cost of Living Adjustment for all employees; with the removal of the capital expenditure of the lawn mower; Roy McGeHee seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/YES***

***William Thomas/YES***

***Motion passed 5/0 with none voting in the negative.***

***William Thomas made a motion to approve the budget and appropriate all funds which include all the different categories and all the carry over; Tom Runnett seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/YES***

***Williams Thomas/ YES***

***Motion passed 5/0 with none voting in the negative.***

**Building Committee:** Michael Warlick reported that the basement in the old town office remained to be cleaned out. The old safe needed to be removed and the contractor working on the deck there would like to purchase the safe. Sal Luciano stated that it is locked and staff is looking for the combination to open it. Also, the Bilco door needed to be fixed and that would be the last item to be completed. The contractor working on the deck might be interested in repairing the door and Council needed to set a price for the safe and deduct it from the contractor's invoice.

**Cemetery Committee:** Tom Runnett had no report at this time.

**Economic Development Committee:** Bernice Wilson-Kube reported that the ribbon cutting at Joe-Joe's is waiting to be rescheduled.

**Personnel Committee:** William Thomas had no report at this time.

**Police & Legal Matters Committee:** Roy McGeHee had no report at this time.

**Streets Committee:** Michael Warlick had no report at this time.

**Walton Park Committee:** Tom Runnett stated that he would address the recommendation under Old Business.

**Water & Sewer Committee:** Tom Runnett reported that the committee is still working on water production, water purchases versus sewer billing; day to day and have them match. Once the study is completed, he will present his report to council either in July or August.

**OLD BUSINESS:**

***Family Dollar Water/Sewer Connection: Tom Runnett made a motion to waive the fees for water/sewer connections for the Family Dollar in lieu of their performance of work in relocating the sewer line and storm water lines that the Town would have concurred; William Thomas seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/YES***

***Williams Thomas/ YES***

***Motion passed 5/0 with none voting the negative.***

***Old Trevilians School:*** Tom Runnett stated that there was a recommendation due to the current placement of the school house being deemed unsuitable, to have it relocated to the hillside to the left of the stage. It will have a grassy knoll around it with a nice backdrop of trees and it would not interfere with any parking and/or hook-ups. Sal Luciano questioned who would move the school house and Tom Runnett stated that Rollin' Wheels would be asked to do this relocation. Sal Luciano stated that he met with Stewart Cameron from the Mineral Fire Department before tonight's meeting and the main reasons the fire department wanted the school house to be relocated is due to liability on their property if something were to occur and if they sold that as commercial property, it would have to be relocated anyways. ***William Thomas made the motion to accept the recommendation to have the school house relocated to a suitable area at Walton Park; Tom Runnett seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/ABSTAIN***

***Bernice Wilson-Kube/NO***

***William Thomas/YES***

***Motion passed 3/5 with Bernice Wilson-Kube voting in the negative and Michael Warlick abstaining.***

#### **NEW BUSINESS:**

***William Thomas made a motion to pay the Town Manager \$50.00 per month for traveling expenses in using his personal vehicle starting July 1, 2014; Tom Runnett seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/NO***

***William Thomas/YES***

***Motion passed 4/5 with Bernice Wilson-Kube voting in the negative.***

***VRS Resolution:*** Sal Luciano stated that the VRS is reducing the rate currently being charged. Council just needed to approve the resolution and send it back. ***Tom Runnett made the motion to approve the VRS Resolution; Bernice Wilson-Kube seconded the motion. Roll call was taken.***

***Tom Runnett/YES***

***Roy McGeHee/YES***

***Michael Warlick/YES***

***Bernice Wilson-Kube/YES***

**William Thomas/YES**

**Motion passed 5/0 with none voting in the negative.**

**Resolution for Roy Payne's Service:** Sal Luciano read the proposed resolution to Council. William Thomas suggested the resolution be amended to include that it appear in the Central Virginian and add that he was the Town of Mineral's representative for the Louisa County Water Authority. **Tom Runnett made the motion to approve the resolution for Roy Payne's service with the above mentioned amendments; William Thomas seconded the motion. Roll call was taken.**

**Tom Runnett/YES**

**Roy McGehee/YES**

**Michael Warlick/YES**

**Bernice Wilson-Kube/YES**

**William Thomas/YES**

**Motion passed 5/0 with none voting in the negative.**

**Resolution of Appreciation to the Town of Louisa:** Sal Luciano read the proposed resolution to Council. **Tom Runnett made the motion to approve the Resolution for the Town of Louisa with the amendment that it appears in the Central Virginian; William Thomas seconded the motion. Roll call was taken.**

**Tom Runnett/YES**

**Roy McGehee/YES**

**Michael Warlick/YES**

**Bernice Wilson-Kube/YES**

**William Thomas/YES**

**Motion passed 5/0 with none voting in the negative.**

**Employee Personnel Handbook:** Sal Luciano discussed the changes that Council approved previously. **Tom Runnett made the motion to approve the changes to the Employee Personnel Handbook; William Thomas seconded the motion. Motion passed 5/0 with none voting in the negative.**

William Thomas stated that Council had a Planning Commission that was to be working on the comprehensive plan and asked the Town Manager for a progress report. Sal Luciano stated that the Planning Commission met and there was not a quorum so the meeting was to be rescheduled and to date it had not been rescheduled.

**Tom Runnett made a motion to adjourn to closed session to discuss personnel; William Thomas seconded the motion.**

**Mr. Maus authorized Council to adjourn into closed session to discuss Employee Performance Reviews with Salary Recommendations for a Specific Employee authorized under Virginia Code 2.2-37711 A1.**

Certification that only what was announced was discussed.

*Tom Runnett/YES*

*Roy McGeHee/YES*

*Michael Warlick/YES*

*Pam Harlowe/YES*

*Bernice Wilson-Kube/YES*

*William Thomas/YES*

*Tom Runnett made the motion to adjust the two (2) salaries of the individual employees that were discussed in closed session upon the recommendation of the Personnel Committee; Roy McGeHee seconded the motion. Roll call was taken.*

*Tom Runnett/YES*

*Roy McGeHee/YES*

*Michael Warlick/YES*

*Bernice Wilson-Kube/YES*

*William Thomas/YES*

*Roy McGeHee made a motion to adjourn the meeting; Tom Runnett seconded the motion. Motion for adjournment passed 5/0 with none voting in the negative.*

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Pamela Harlowe, Mayor

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Ti-Lea Downing, Town Clerk