



Town of Mineral  
Post Office Box 316  
312 Mineral Avenue  
Mineral, VA 23117  
Phone 540-894-5100 Fax 540-894-4446  
www.townofmineral.com email: mineral@louisiana.net

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  
July 14, 2014  
7:00pm

**COUNCIL MEMBERS:** Doswell Pierce; Tom Runnett; Roy McGehee;  
Michael Warlick; Pam Harlowe and William Thomas

**ABSENT:** Bernice Wilson-Kube

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

**PUBLIC:** Kelly Taylor; Andrew Woolfolk, The Central Virginian

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

**PUBLIC COMMENTS:** None

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

Doswell Pierce stated that he would like to add under **New Business** discussion of the flags at the Town Hall and Spring Grove Cemetery. Ti-Lea Downing stated that a Business Resolution for Organizational Meetings needed to be added under **New Business** as well. ***Tom Runnett made the motion to approve the Agenda as amended; Doswell Pierce seconded the motion. Motion passed 5/0 with none voting in the negative.***

**Approval of the June 9, 2014 Minutes.** Michael Warlick stated there needed to be a correction under "Building Committee" the two (2) places where the doors were "bi-fold" should read "Bilco". ***Tom Runnett made the motion to approve the June 9, 2014***

*minutes as amended; Roy McGehee seconded the motion. Motion passed 5/0 with none voting in the negative.*

**Approval of the June 23, 2014 Public Hearing Minutes.** *Tom Runnett made the motion to approved the June 23, 2014 Public Hearing Minutes; Williams Thomas seconded the motion. Motion passed 5/0 with none voting in the negative.*

**Approval of July Bills to Be Paid.** *Tom Runnett made the motion to approve the July Bills to Be Paid; William Thomas seconded the motion. Roll call was taken.*

**Doswell Pierce/Abstain**

**Tom Runnett/YES**

**Roy McGehee/YES**

**Michael Warlick/YES**

**William Thomas/YES**

**Motion passed 4/0 with Doswell Pierce abstaining.**

**Town Manager's Report:** Mayor Harlowe stated that Sal Luciano was on a planned vacation for those that were unaware of his absence from tonight's meeting. He had submitted a written report to Council and the Mayor questioned the two (2) water leaks; one being in front on Mineral Auto Parts and the fired hydrant in front of Region Ten. She questioned Ti-Lea Downing if preparations were being made to repair these leaks and Ms. Downing stated that they were working on these issues.

**Town Attorney's Report:** Mr. Maus stated that he did not submit a written report to Council because there was no other business done other than submitting the Public Hearing Notice.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** William Thomas reported that the water line was being installed at the Mineral Farmer's Market.

**Budget & Finance Committee:** William Thomas reported that there were a couple of things that needed to be brought to Councils' attention; one being the tremendous invoice received from Central Virginian Contracting that was not budgeted for and the second being that the Old Town Office cost of approximately \$21,000 that had been absorbed by other line items not only in this budget, but next year's budget as well. Also, there were additional sewer repairs that had cost additional monies and while these additional monies were not prepared for, they would be adjusted for.

**Building Committee:** Michael Warlick reported that he and Sal Luciano discussed that when the old structure was removed there were wires left that need to be moved and

he had contacted an electrician for a quote. Also, there had been a discussion of a sidewalk extension for the existing sidewalk to the Bilco door. Since we are the landlords of this building, we should be able to recoup the monies spent.

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

**Economic Development Committee:** William Thomas reported that the new Family Dollar construction was coming right along.

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

**Police & Legal Matters Committee:** Roy McGehee stated that he had no report at this time.

**Walton Park:** Tom Runnett reported that all the repairs had been completed. All the debris had been removed and the trees had been taken down. The Mineral Bluegrass Festival is this coming week and next weekend is the last "Finally Fridays".

**Water & Sewer Committee:** Tom Runnett reported that hopefully all the holes had been plugged with the exception of the two (2) leaks in front of Region Ten and Mineral Auto Parts. There had also been a reduction in the sewer bill; approximately \$200.

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

**OLD BUSINESS:** None

**NEW BUSINESS:**

The Mayor opened the floor for nominations for Vice Mayor. ***William Thomas nominated Michael Warlick; Tom Runnett seconded the nomination. Roll call was taken.***

**Doswell Pierce/ABSTAIN**

**Tom Runnett/YES**

**Roy McGehee/YES**

**William Thomas/YES**

**Michael Warlick was elected as Vice Mayor with a vote of 3/0 and Doswell Pierce abstaining.**

**New Committees:**

Mayor Harlow stated that in selecting members for the committees, she put a lot of consideration into each one to make certain there were interested members serving on that committee.

Tom Runnett will be the Council's Representative on the Town Planning Commission.

Doswell Pierce stated that Ed Jarvis would like to come off the BZA and there was another member of the BZA coming due at the end of the month for reappointment. Since this process takes over 30 days he suggested this be taken care of at tonight's meeting. ***Tom Runnett made the motion to nominate Karin Jarvis to the BZA; William Thomas seconded the motion. Motion passed 4/0 with none voting in the negative.*** Ed Jarvis will now move to the Planning Commission. Roy McGehee will contact Todd Hall and verify that he would like to be reappointed to the BZA.

**Trees on 5<sup>th</sup> Street & Mineral Avenue:** There have been complaints on the visibility coming out of 5<sup>th</sup> Street onto Mineral Avenue. ***Doswell Pierce made the motion to have the Town Manager remove the trees from 5<sup>th</sup> Street to 6<sup>th</sup> Street by any means he sees necessary on the East side; Tom Runnett seconded the motion. Roll call was taken.***

***Doswell Pierce/YES***

***Tom Runnett/YES***

***Roy McGehee/YES***

***Michael Warlick/NO***

***William Thomas/YES***

***Motion passed 4/1 with Michael Warlick voting in the negative.***

**Flags at the Town Office and at Spring Grove Cemetery:** Doswell Pierce stated that there are three (3) days out of the year that the flags at both the Town Office and Spring Grove Cemetery are to be flown at half-staff automatically; Memorial Day, September 11<sup>th</sup> (911) and December 7<sup>th</sup> (Pearl Harbor Day). There are other days that the flags are to be at half-staff, but those come from the President and/or the Governor. He had been doing it for the last couple of years and his suggestion was to have a list composed and rotated throughout council members instead of having a staff member come in on weekends and/or days off. Mayor Harlowe requested the Town Clerk compose a list of days and forward to each council member for rotation.

**Business Resolution for Organizational Meetings:** Jack Maus submitted the Business Resolution for Organizational Meetings to council members. Mr. Maus pointed out a typo on the date; should read 2015, not 20153 ***Tom Runnett made a motion to adopt the Business Resolution for Organizational Meetings as amended; William Thomas seconded the motion. Motion passed 5/0 with none voting in the negative.***

Mayor Harlowe requested the Town Clerk write a letter to Buckingham Branch Railroad to inquire as to when they would be starting the repairs on the railroad crossing here in

town. There are several residents that had been inquiring as to the start date of this project. Doswell Pierce suggested that the Town Clerk inform them that school will be in session soon and they might want to get started prior to this.

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

**Mr. Maus authorized Council to adjourn into closed session to discuss the disposition of publically held real property; where discussion in open meeting would adversely affect the bargaining position or negotiating strategy of the public body authorized under Virginia Code 2.2-3711 A3.**

**Certification that only what was announced was discussed.**

**Doswell Pierce/YES**

**Tom Runnett/YES**

**Roy McGeHee/YES**

**Michael Warlick/YES**

**Pamela Harlowe/YES**

**William Thomas/YES**

William Thomas stated that Chuck Taylor, owner of Mineral Shakes, mentioned to him that the new ramp that was built is holding rain water at the bottom. It was suggested that the Building Committee to look into this.

It was the consensus of Council to table the sale of real estate property for thirty (30) days.

***William Thomas made the motion to adjourn the meeting; Roy McGeHee seconded the motion. Motion passed 5/0 with none voting in the negative. Meeting adjourned.***

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**Pamela Harlowe, Mayor**

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**Ti-Lea Downing, Clerk**