



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  
Andrea Erard, 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  
October 10, 2017  
7:00pm

**COUNCIL MEMBERS:**

Pam Harlowe, Mayor; Mike Warlick: Vice Mayor  
Tom Runnett, Bernice Wilson Kube, Roy McGhee,  
William Thomas, and Doswell Pierce

**STAFF MEMBERS:**

Sal Luciano; Town Manager, Ti-Lea Downing;  
Treasurer/Clerk, Andrea Erard, Town Attorney

**PUBLIC:**

Joseph Haney with the Central  
Virginian

**Public Comments:**

**Adopt/Amend Agenda:** Tommy Runnett would like to add disposition of the Old Town Hall and personnel under closed session and under new business Sal would like to add IT Budget and Mandatory Water Restrictions

**Motion for approval of amended agenda by Tex Pierce, seconded by William Thomas, with all in favor.**

**Approval of the September 2017 Minutes:** There are two spelling errors that need to be changed.

**Motion to approve September Minutes by Tommy Runnett, seconded by William Thomas, with all in favor.**

**Approval of the October 2017 Bills to be Paid:**

**Motion to approve October Bills by Mike Warlick, seconded by Roy McGhee, with all in favor.**

**Town Manager's Report:** No additional information.

**Town Attorney's Report:** The Town Attorney wanted to follow up on the Farmer's Market Ordinance and see how council would like to move forward with this. Tommy Runnett shared that they did need to move forward with this. Andrea shared that the ordinance contained the bylaws that there is one farmer's market allowed per parcel and that they must have permission from the land owners to have the market on their property. There also must be a maximum of fifty vendors as averaged over the season and the vendors must display a sign where their goods were produced or grown.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** The maintenance crew has been cleaning up the brush and shrubs at the Town Hall Building and at Walton Park.

**Budget & Finance Committee:** Tex suggested adding an equipment fund to the budget to make it easier when equipment like the dump truck and lawnmowers need to be replaced. The budget committee suggests that \$64,400 of the initial \$74,400 be transferred from the Cemetery Budget to set up this fund, and that an amount of \$7,300 will be transferred into the account annually after.

**Motion to set up an equipment fund with \$64,400 of the money coming from the cemetery budget and the remaining balance coming from the 2017-2018 budget made by Tex Pierce, seconded by William Thomas, with all in favor.**

**Building Committee:** The old Town Hall building will be coming available for lease. Mike suggested that now is the time to make some improvements to the building.

**Cemetery Committee:** No report

**Economic Development Committee:** No report

**Personnel Committee:** Will be discussed in closed session

**Planning Commission:** Tommy shared that the town's meeting was cancelled and that he attended the county's planning commission meeting. He also shared that Greg Jones was appointed to fill the vacancy until someone is appointed for the chairmen position.

**Police & Legal Matters Committee:** No Report

**Streets Committee:** Mike shared that he turned in a list of streets that need work. Sal shared that VDOT is holding off on painting the stripes until the pavement is repaired in certain areas.

**Walton Park:** Bernice shared that the homecoming parade went great and that there were no issues. Tex shared his concern on the condition of the stage steps and suggested removing them and just leaving the ramp.

**Water & Sewer Committee:** Sal shared that the Journey home shared an estimate of how much water they may use and were asking about the prices of what it would cost to put in the meter for this. Discussion followed on the Journey home and the concerns over the permits that they need and the size of the water lines that they will need.

#### **OLD BUSINESS:**

**Location for Street Lamps:** Sal shared that himself and Tex drove around and made a list of areas that need street lights and he sent this list to VA Dominion Power. At this time he is still waiting to hear back from them.

#### **NEW BUSINESS:**

**Chamber of Commerce 2018 Wine Festival:** The festival will be held on May 12, 2018.

**Motion to hold the 2018 Chamber of Commerce Wine Festival at Walton Park by William Thomas, seconded by Bernice Wilson Kube, with all in favor.**

**Christmas Tree Lighting:** The Christmas tree lighting will be held Sunday December 3<sup>rd</sup> at 5pm. Mineral Baptist Church has talked to other churches to help make this a bigger event. A reception will follow at the Mineral Fire Hall.

**DMV Holiday Schedule:** Sal shared that in the employee handbook, there are 13 ½ approved holidays. DMV is giving their employees the Tuesday after Christmas off, but that would not be one of the scheduled holidays in the handbook and he asked if the council would like to give the town employees this day off.

**Motion made to give employees the day off on Tuesday December 26<sup>th</sup> by Bernice Wilson Kube, seconded by Roy McGhee, with all in favor.**

**IT Budget:** Sal shared that a new IT company, JLTC Technology, has been hired. Sal shared that John Ball has volunteered 40 hours of his time at no charge because he would like us to be able to purchase the software that is needed. Sal would like to increase the IT budget by \$3,000, to be able to pay him for his time and to also purchase the software. He also shared that John was been going above and beyond to help improve the town's security, and internet.

**Water Restrictions:** Sal shared that the Louisa Water Authority has issued a water restriction and that this could also affect the Town of Mineral. Discussion followed on what should be done about this restriction and how the Town of Mineral should handle this. A decision was made that a public hearing would be held next month in regards to this.

**Closed Session:**

**Council was authorized to go into closed session to discuss the performance and compensation of a specific employee, pursuant to Virginia Code Section 2.2-37-11 a1, and to discuss the disposition of the Old Town Hall, because discussion in open meeting will adversely affect the bargaining position or negotiating strategy of The Town Council pursuant to Virginia Code Section 2.2-37-11 a3**

**Motion to go into closed session by Tommy Runnett, seconded by William Thomas, with all in favor**

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

**Tommy Runnett/ yes**

**William Thomas/ yes**

**Roy McGhee/ yes**

**Doswell Pierce/ yes**

**Pam Harlowe/ yes**

**Michael Warlick/ yes**

**Motion to adjourn meeting by Bernice Wilson Kube, seconded by Mike Warlick, with all in favor.**

