



Town of Mineral  
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Pam Harlowe, Mayor  
Michael Warlick, Vice-Mayor  
Ed Jarvis  
Jessie Shupe  
Doswell Pierce  
Roy McGehee  
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  
Monday July 9, 2018  
7:00pm

**COUNCIL MEMBERS:** Pam Harlowe Mayor; Mike Warlick Vice Mayor; Doswell Pierce, Jessie Shupe, Ed Jarvis and William Thomas

**ABSENT:** Roy McGehee Council member,

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

**PUBLIC:** Dewayne Adams; Mineral Board of Supervisor Deana Meredith with the Central Virginian

**Public Comments:** Dewayne Adams offered his congratulations to the council for their elections and re-election.

**Adopt/Amend Agenda:**

Under closed session add personnel.

*Michael Warlick made a motion to approve the agenda as amended, seconded by Tex Pierce motion passed with all in favor.*

**Approval of the June Minutes:** William Thomas made a motion to approve the June minutes as presented seconded by Ed Jarvis , motion passed with all in favor.

**Approval of the July 2018 Bills to be Paid:** *Michael Warlick made a motion to approve the July bills, seconded by Tex Pierce, motion passed with all in favor.*

**Town Manager's Report:** Sal hired someone to power wash the building that will be done one Saturday. New chairs for the dmv clerks have been purchased and have been put together.

**Town Attorney's Report:** Several items became effective after the 2018 Virginia General Assembly. The attorney provided an overview of the new bills and is asking for advice if the town council would review and let her know if they would interested in these new bills. Our cable franchise is up for renewal; the attorney is working with another county on this and will work on it also for the town.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** Flowers were planted at the town office and at all the welcome to Mineral signs.

**Budget & Finance Committee:** No report

**Building Committee:** Mike gave a brief overview of the flooring situation at the old town office.

**Cemetery Committee:** The Keller brother's will be cutting and maintaining the cemetery.

**Economic Development Committee:** No report

**Personnel Committee:** No report

**Planning Commission Updates:** No report

**Police:** Ed Jarvis asked the council if they had ever thought about appointing people to be peace officers. This was discussed and nothing was decided.

**Streets Committee:** Mike Warlick will be giving a list to the town office.

*William Thomas directed the town manager to contact dominion and start the process of having the light poles installed. Michael Warlick seconded. Motion passed with Tex Pierce and Jessie Shupe abstained*

**Walton Park:** Final Friday is the third Friday of July instead of the last Friday due to high school events that were previously scheduled.

**Water & Sewer Committee:** The cleanouts that need attention that were discovered during the smoke testing have been repaired.

**OLD BUSINESS:**

*Floor at DMV: Tex Pierce made a motion to approve the floor to be refinished for the amount of \$1900. Jessie Shupe seconded the motion. Motion passed with all in favor.*

**NEW BUSINESS:**

**New committees:** The Mayor handed out the new committee list.

**New Planning Commission Members:** It was decided that the current members would be asked if they were still interested in serving and council was directed to find new members.

**New Rep on County Planning Commission:** Ed Jarvis will be the new rep for the county.

**Wayfinding sign at East 5<sup>th</sup> Street**

*William Thomas made a motion to purchase a wayfinding sign that would be purchased with funds from the cemetery, Tex Pierce seconded the motion. Motion passed with all in favor.*

**William Thomas made a motion to appoint Michael Warlick as the Vice Mayor. Appointment to Vice Mayor passed with all in favor.**

**Ed Jarvis made a motion to go into closed session for the purpose to discuss personnel pursuant to VA Code 2.2.37 11 A1. Seconded by Michael Warlick. Motion passed with all in favor**

*William Thomas made a motion to return to open session, seconded by Jessie Shupe. Motion passed with all in favor.*

*Jessie Shupe made a motion to create a new position called DMV auditor senior clerk and appoint Kaitlin Walker to this position. Seconded by Michael Warlick. Motion passed with all in favor.*

**The Town manager handed out his resignation effective as of July 31, 2018**

*William made a motion to accept the Town managers resignation. Seconded by Michael Warlick. Motion passed with all in favor.*

**Adjourn: Motion to adjourn the meeting by Tex Pierce seconded by Ed Jarvis , motion passed with all in favor**