



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
March 9, 2015
7:00pm

COUNCIL MEMBERS:

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

ABSENT:

Roy McGehee

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 a moment of silence was observed.

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

Tom Runnett requested that a *“Closed Session”* be added to the agenda for the discussion of personnel. *William Thomas made a motion to approve the Agenda as amended; Doswell Pierce seconded the motion. Motion passed 6/0 with none voting in the negative.*

Approval of the February 9, 2015 Minutes: *William Thomas made a motion to approve the minutes as written; Tom Runnett seconded the motion. Motion passed 6/0 with none voting in the negative.*

Approval of March Bills to Be Paid: Doswell Pierce questioned the status of the Louisa County Water Authority bill. Sal Luciano stated that we were paying \$4.26/1,000

gallons, the wholesale rate, which was discussed at a previous meeting. We currently carry a balance of past due amounts and those funds needed to be set aside.

Michael Warlick questioned if the internet bill from Verizon will be removed shortly and asked Mr. Luciano if he knew when CVA Link will be taking over. Mr. Luciano stated that he signed the contract with CVA Link and he will continue budgeting with Verizon until CVA Link is up and running.

Pam Harlowe questioned the three (3) background checks for DMV. Mr. Luciano stated that we needed updates on three (3) DMV Clerks. He continued to inform Council that DMV Headquarters had been performing more audits on the Select Offices due to problems at some specific select offices. We have passed the audits, but had to make some additional equipment purchases such as a black light and the new credit card machines.

Tom Runnett made a motion to approve the March Bills to Be Paid; William Thomas seconded the motion. Roll call was taken.

Doswell Pierce/ YES

Tom Runnett/ YES

William Thomas/ YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

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

Town Manager's Report: Sal Luciano clarified a few items on his written report. At the bottom, the maintenance men attempted twice to move the monument from Mineral Baptist church to our office, but the concrete base is too thick to put straps around and hoist up. Michael from Main Street Plumbing stated that he recalled Dominion Virginia Power or VDOT moved it prior; so for now it will have to stay at its present location. Tom Runnett stated that this is a town statue on church property so it needed to be moved. Tom Runnett stated that it would probably have to be excavated around the monument in order to move it and suggested that the maintenance men wait until the ground dries out a bit before proceeding with this task again.

Wise Recycling, who uses the old maintenance shop, made a request for electricity to Mr. Luciano since the building is extremely cold and their computers continually shut down due to the cold. Mr. Luciano received one estimate to have a few receptacles and a light installed and he had one more contractor that he was waiting for an estimate. Mr. Luciano will bring the two estimates to the next month's council meeting.

Also, the flags out in the front of the Town office are too large for the flag poles. New flags had been ordered and as soon as they come in, the maintenance men will replace them.

Town Attorney's Report: Jack Maus reported on the three (3) items he had been working on for Council:

Old Mineral Elementary School: Mr. Morgan was served the court order to show cause and comes due next Monday to be set for a hearing date.

Louisa County Water Authority: He is currently working on the file and there are some questions regarding the documentation between the County and the water authority regarding the second contract. Mr. Luciano added that LCWA did submit a written FOIA request which Ti-Lea Downing researched and sent what we had.

Woodlawn Cemetery: Judge Sanders sent a note back stating that he did not feel he had the authority to grant the Town Council as Trustees, but can give them the right to clean it up. Mr. Maus stated that he did not think that the Judge wanted timber to be removed from the land.

Tom Runnett stated that the small park and the roads around the cemetery belong to the Town of Mineral, but the worst part is the cemetery. He stated that part of the initial clean up would be to remove some of the timber. Mayor Harlowe questioned that if the Judge did not feel that he had the authority to make the decision, then who would. Mr. Maus stated that based on what we filed; he cannot appoint the Council as trustees but can clean it up.

Standing Committee Reports:

Beautification/Anti-Litter Committee: Tom Runnett reported that at the Planning Commission meeting it was suggested that we put the banners back up.

Budget & Finance Committee: William Thomas reported that the plan was to complete the committee's recommendation to Council and then at the next meeting Council would have the opportunity to give final approval.

Doswell Pierce stated that when the budget comes in there would only be one capital item except for the pavilion at Walton Park. The Planning Commission may have some recommendations that would need to be done, so we are going to put some funds in reserve for that purpose.

Sal Luciano presented Council Members with a letter requesting permission to allocate funds to balance the budget for water and sewer payments from the \$30,000.00 line

item under Capital Expenses allocated to pay for the water/sewer line installation at the new maintenance shop. ***Tom Runnett made the motion to allocate the \$30,000.00 line item under Capital Expenses to balance the budget for the water/sewer payments; Doswell Pierce seconded. Roll call was taken.***

Doswell Pierce/YES

Tom Runnett/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

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

Mr. Luciano stated that the past couple of years, funds were approved and allocated for capital projects that had remained on the budget for years. These funds remain in the general fund; he would like to move those funds to another bank account and mark it for that specific project; then Council could allocate additional funds for each project.

Building Committee: Michael Warlick reported that the Bilco door to the basement now had a locked installed. Mayor Harlowe questioned if anyone knew what was going on with the building next to Mineral Shakes. Ti-Lea Downing stated that the water had not been shut off yet.

Cemetery Committee: Tom Runnett reported that the cemetery needed to have a complete spring cleanup done. Also, new gravel needed to be put down on the roads. Mr. Luciano stated that the maintenance men left items there as long as they were not in the way of mowing and trimming. Bernice Wilson-Kube stated that people needed to be notified of the Spring cleanup whether it is by a letter in the mail, newspaper ad or a statement placed on the Town's webpage.

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

Personnel Committee: Tom Runnett reported that personnel items would be addressed in closed session.

Police & Legal Matters Committee: No report.

Streets Committee: Michael Warlick reported a list of potholes that needed to be repaired. Mr. Luciano stated that he spoke with Brad Humphries from the Town of Louisa and they would send their street sweeper down to clean the streets the week before the carnival.

Walton Park: Tom Runnett reported that there was a request from the Mineral United Methodist Church to use the park for their annual Easter Egg Hunt in April 4, 2025. Also,

he stated that the old Trevelians school house was still on the axels and questioned if there was a designated area at Walton Park that the building could be permanently set.

Mr. Runnett also reported that he spoke with the instructor at LCPS and they are very excited about working with us in building the pavilion at Walton Park.

Sal Luciano reported that the maintenance men were going to power wash the stage and the ramp. Also, they plan on painting the roof of the stage so it stands out.

Tom Runnett requested that in the beginning part of April he would like Council to get together to pull grant paperwork so we can get the grant recreational access funds to pave the road down 6th Street.

Water & Sewer Committee: Tom Runnett discussed the amount of water recently purchased from LCWA and the new sewer rate. He also requested that the town manager research the possibility of bringing the old wells and springs back online to make our own water.

Doswell Pierce stated that a few weeks ago when Virginia Dominion power was out for over seven (7) hours, we purchased a large quantity of water because the well electricity is through Rappahannock Electric and the water tower is through Virginia Dominion Power. We had plenty of water but the well was waiting for a turn on signal from the tower that the pump needed to kick on and pump our water.

Mr. Luciano also reported to Council that when the jockey pump was replaced a few weeks back, it is usually on automatic, but he had the maintenance men turn it off. There is also a gravity feed and we were purchasing water when we did not need it because of the way the LCWA tower sits and the height of the water they keep in the tower, we are continuously getting a flow of water. The only way to stop this is to turn it off completely, which we do not want to do because this is our piece of mind in case something would happen; for instance if our pumps go down or we lose power for an extended period of time. On the negative side, this gravity feed causes us to purchase water even when we do not need it because of the height of their tower.

Sal Luciano reported that the old wells had been shut down a long time ago for a reason. He questioned if Council wanted to spend the efforts and monies to determine the amount of water the wells pump, which would mean placing a working pump in to determine the amount of water it would pump; then contacting the Health Department to do a testing of the water. The only way to proceed with this would be to have a well company come out to pump and test it. We would also have to install more piping to bring it into our current system.

There was lengthy discussion regarding the old wells and spring being shut down years ago; purchasing water versus making our own water supply.

Tom Runnett made a motion to have a well company come out to assess the two (2) wells and spring, not to exceed \$1000.00; William Thomas seconded the motion. Roll call was taken.

Doswell Pierce/YES

Tom Runnett/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

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

OLD BUSINESS:

Closing Alley for Hank Staudinger: Mr. Maus reported that a two (2) week notice needed to be advertised in the newspaper along with a public hearing notice. The cost of the public notice is taxed to the applicant, Hank Staudinger. ***Tom Runnett made the motion to place the advertising in the newspaper for two weeks to close the alley, have a public hearing and tax the applicant, Hank Staudinger; Bernice Wilson-Kube seconded the motion. Roll call was taken.***

Doswell Pierce/YES

Tom Runnett/YES

William Thomas/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

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

NEW BUSINESS:

Draft Budget: Mr. Luciano reported that the Budget & Finance Committee would present their recommendations to Council at a later date.

Mayor Harlowe called for a motion to adjourn into closed session. ***William Thomas made a motion to adjourn into closed session to discuss salary and performance of personnel; Tom Runnett seconded the motion. Motion passed 5/0 with none voting in the negative.***

Mr. Maus authorized Council to adjourn into closed session to discuss salary and performance of personnel under Virginia Code Section 2.2-3711 A1.

Certification that only what was announced was discussed.

Doswell Pierce/YES

Tom Runnett/YES

William Thomas/YES

Pam Harlowe/YES

Michael Warlick/YES

Bernice Wilson-Kube/YES

Tom Runnett made a motion to adjourn the meeting; William Thomas seconded the motion. Motion passed 5/0 with none voting in the negative. Meeting adjourned.

Pamela R. Harlowe, Mayor

Ti-Lea Downing, Town Clerk