



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  
May 8, 2017  
7:00pm

**COUNCIL MEMBERS:**

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

**STAFF MEMBERS:**

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

**PUBLIC:**

Stewart Cameron, Kelly Taylor, Joseph Haney with The Central Virginian

The Mayor opened the Public Hearing for the 2017/2018 budget, there were no comments.

The mayor closed the public hearing

The Mayor opened the Public hearing for code section 197-3 there were no comments.

The mayor closed the public hearing

**Motion to approve the ordinance change for section 197-3 by Tommy Runnett, seconded by Roy McGhee, with all in favor.**

**Public Comments:**

Stewart Cameron thanked the Council for the help in allowing the church to be able to have their Upwards Archery program outside.

### **Adopt/Amend Agenda:**

**Under Old Business:** Tommy Runnett added concrete at Walton Park, Bernice Wilson Kube added the Horse Parade.

**Under New Business:** Tommy Runnett added the unkempt lots and the ordinance on these lots

***Tom Runnett made a motion to approve agenda as amended; this was seconded by Bernice Wilson-Kube with all in favor.***

**Approval of the May 2017 Minutes:** *William Thomas made a motion to approve minutes as presented; this was seconded by Tommy Runnett, with all in favor.*

**Approval of the May 2017 Bills to be Paid:** *Bernice Wilson Kube made a motion to approve the May bills to be paid; this was seconded by Tom Runnett with all in favor.*

### **Town Manager's Report:**

Town manager had a conference call with VDOT concerning the recreational access grant. Hopefully there will be a resolution ready for Council to review and approve before the next meeting. There has been discussion with VDOT on adding a bike path on the road leading into Walton Park and adding a parking lot. Sal stated that we would have to allot a section of the land for the playground area. He also stated that we are moving along on the above project, and hope to get started after the summer.

Parking issues with the homeowner of the house that sits across the street from the ballfield was addressed and there has been discussion on this issue in the past. Pam Harlowe and Sal Luciano had discussed letting him use the cones to block one parking spot on each side of his driveway. The homeowner went to VDOT to discuss this situation, and then VDOT called and spoke with Sal about the issue. If the homeowner pushes the issue about it being unsafe, then VDOT will put up no parking signs. VDOT will allow the homeowner to put the cones on each side of his driveway as it seems like the easiest solution to the problem. Jamie Glass agrees that the cones are a better solution and an easier fix to the problem.

Sal gave an update on the repair to the sidewalk in front of the Train Depot. After meeting with Buckingham Branch and VDOT it was determined that the best solution would be to dig up the old sidewalk and landscape it and possibly add a stone retaining wall or extend the fence that runs alongside Mineral Shakes Ice Cream.

### **Town Attorney's Report:**

The Trash contract is just about done; there is just one more tweak that needs to be worked out. The Town Attorney visited the property of Mr. Morgan and found that the grass has gotten taller and that there was an inoperative truck on the property. She believes that Mr. Morgan should be cited for both the tall grass and the inoperative truck. She has prepared the cause of action plan that was mentioned last month and will work on adding in the grass and inoperative truck to the action plan. She has requested that if anyone sees snakes or mosquitoes coming from the property to let her know.

### **Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** The beautification festival went well. The farmer's market opened up for the season with a nice turnout despite the nasty weather.

**Budget & Finance Committee:** The budget needs to be voted on at next month's meeting.

**Building Committee:** Mike Warlick talked to Chuck, the owner of the Mineral Shakes Ice Cream and business appears to be doing well. Chuck did complain about the trash from the parade. Mike feels like maintenance should be addressed in the Town Office on things such as cobwebs, and the crack in the corner of the new town office. Pam asked about the yearly cleaning of the light fixtures and the cobwebs on the ceiling. Sal said that he would give Courtney Cleaning a call to discuss this.

**Cemetery Committee:** Tommy Runnett stated that the men have picked up the blown flowers and trash at the cemetery. Bernice walked down to Woodlawn cemetery and stated that there is some underbrush that needs to be sprayed to keep it from getting out of hand. Tex made a suggestion to council to look into hiring a company to maintain the landscaping of Spring Grove Cemetery while the maintenance man is out sick. Sal addressed the pothole that was at the entrance to the cemetery, and will look into a solution to having this fixed.

***Tex Pierce made a motion to get some bids to have someone come in for the rest of year to address this, Michael Warlick seconded this with all in favor.***

**Economic Development Committee:** Bernice shared that there is a ribbon cutting at hair etc. tomorrow at 10:30.

**Personnel Committee:** The part time maintenance position was advertised for two weeks and only received five applications. Sal interviewed three and offered the position to one but it was turned down. Sal is unclear of what to do next about this situation. Tex suggested sitting down before the end of the year to address this situation. Pam suggested that we make the position full time and Bernice suggested that we re-advertise the position and then go from there. Tex suggested that we look into the grass cutting at the cemetery first before a decision is made and Bernice seconded this.

**Planning Commission:** A work session is planned for Sunday, May 15<sup>th</sup> from 1-6

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

**Streets Committee:** Richmond Avenue got patched in the places that were falling apart per Mike Warlick. Paving on Mineral Avenue will be sometime in June or July, but the date hasn't been provided yet. Mike has another list to give to the town office of repairs to be done on the streets.

**Walton Park:** The electrical repairs have been done at the park. Bernice reported that at the end of 5<sup>th</sup> street is staying muddy. There is also a fence post that needs to be repaired and a broken light that is hanging down that needs to be fixed at the park.

**Water & Sewer Committee:**

Sal stated that we have contacted three engineering firms to get prices of a survey of our water system and that once he gets those prices he will share them before the council.

**OLD BUSINESS:**

**Trash Service Contract:**

The mayor reported that one of the neighbors that is near the old dump property wants to clean up trees that were cut down. This will not cost anything to have done. It was council's agreement that it was ok for them to do it.

**Concrete for the Walton park pavilion:**

Sal is trying to get prices so it can get completed in a timely manner, but there have not been any bids received yet.

***Motion made by Bernice Wilson Kube to get 3 quotes and go with the lowest bid but not to exceed \$7000 seconded by Tommy Runnett, with all in favor.***

**Horse Parade:**

There will be a horse parade on Saturday June 3<sup>rd</sup> at 10 am that will start at Miller's Market and circle around to end at Walton Park. There will be a festival after the parade at Walton Park with events for both children and adults. Bernice stated that one of the vendors, Three Notch Brewery will need to get an ABC license before the festival so they are able to sell beer. There will be a segment taped on this parade as well. Bernice asked Sal to contact the railroad office about a quiet hour from 10am to 11am for the parade.

**NEW BUSINESS:**

**Fertilize Cemetery:**

Matt Lewis requested permission to fertilize and cut the hay off the field next to the cemetery. William Thomas made a motion that we let him fertilize from the far driveway to the other end as long as it isn't bio solids, and we reserve the right to terminate it at any time. **William Thomas made a motion to allow this, Tommy Runnett seconded, with all in favor.**

Tommy suggested that the unkempt lots in town be mowed and billed if they are not mowed. Sal suggested that it was not feasible and that we may not get our money if we did the mowing. Pam suggested that we send out notices to the owners of these lots and give them time to get the lots mowed. The Town Attorney stated that there would be a lien put against the house for each time the lots are mowed if we are not paid. Sal asked how we would get the money from the lien and The Town Attorney stated that only when the house was sold would we get the money.

***Tom Runnett made a motion to adjourn the meeting; Roy McGhee seconded the motion with all in favor.***

