



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  
Monday April 9, 2018  
7:00pm

**COUNCIL MEMBERS:** Pam Harlowe, Mayor; Mike Warlick: Vice Mayor  
Tom Runnett, Bernice Wilson-Kube, Roy McGhee,  
and William Thomas

**ABSENT:** Doswell Pierce

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

**PUBLIC:** Jesse Shupe, Suan Williamson, Joseph  
Haney with the Central Virginian

**Public Comments:** There were no public comments.

**Public Hearing Comprehensive Plan:**

Mayor Pam Harlowe opened the public hearing for the Comprehensive Plan.

There were no public comments

Mayor Pam Harlowe closed the public hearing for the Comprehensive Plan.

**Public Hearing Pool Ordinance:**

Mayor Pam Harlowe opened the public hearing for the pool ordinance.

There were no public comments.

Mayor Pam Harlowe closed the public hearing for the pool ordinance.

**Adopt/Amend Agenda:**

Under new business Tom Runnett added discussion of smoke free environment.

*Michael Warlick made a motion to approve the agenda as amended, seconded by Bernice Wilson-Kube motion passed with all in favor.*

**Approval of the March 2018 Minutes:** *William Thomas made a motion to approve the March minutes as amended, seconded by Roy McGehee, motion passed with all in favor.*

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

**Town Manager's Report:** In addition to his written report Sal reported that a Town of Mineral flag had been placed on the Northeast Welcome to Mineral sign. Based on the longevity of the flag, this could possibly be an addition to all the Welcome to Mineral signs.

**Town Attorney's Report:** Andrea has been working on implementing the measures that were previously discussed pertaining to the Morgan case.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** The ad for the removal of the items at the cemetery was placed in the April 5<sup>th</sup> edition of the Central Virginian . Bernice is working on the beautification festival and will be making calls to vendors who had attended prior years.

**Budget & Finance Committee:** William Thomas reported that the draft budget for 2018/2019 was included in everyone's packet. If anyone has any additions or suggestions please let the committee or town manager know.

**Building Committee:** The bathroom renovation is almost complete. The Town Manager asked if the Council would like to advertise the old Town office available for rent. The Council concurred that they would like for this to be advertised by means of social media, papers of local circulation, including Fredericksburg publications.

**Cemetery Committee:** Items will be removed from the cemetery on April 16, 2018 by staff. This was advertised in the April 5<sup>th</sup> edition of the newspaper.

**Economic Development Committee:** No report

**Personnel Committee:** Tom Runnett reported that a new short term policy had been implemented concerning the use of personal cell phones and use of Town computers for items that are not work related.

**Planning Commission Updates:** No report

**Streets Committee:** Michael Warlick stated that a list of the potholes had been turned into the town office to be submitted to VDOT. Street sweeping has been scheduled for the Monday prior to the parade.

**Walton Park:** No report

**Water & Sewer Committee:** Tom Runnett reported that he, the Mayor and the Town Manager went to meet with LCWA. Additional information has been requested by LCWA.

**OLD BUSINESS:**

**BACKHOE REPAIR:** Discussion followed concerning the transportation of the backhoe to the repair shop. *Bernice Wilson Kube made a motion to hire OnCall to come out and service the backhoe, Tom Runnett seconded the motion, motion passed with all in favor.*

**NEW BUSINESS:**

**Hazard Mitigation Plan:** The Town Manager gave a brief overview of the Hazard Mitigation Plan that Thomas Jefferson Planning District supplied. *Roy McGehee made a motion to adopt the Hazard Mitigation Plan, William Thomas seconded the motion, motion passed with all in favor.*

*Tom Runnett made a motion to approve the Hazard Mitigation Plan resolution, Roy McGehee seconded the motion, motion Passed with all in favor.*

**Review Draft Budget:**

*Motion made by Bernice Wilson-Kube to advertise a public hearing for the 2018/2019 budget at the May Council meeting, Roy McGehee seconded the motion, motion passed with all in favor.*

**Adoption of 5 Year Comp Plan:**

*Tom Runnett made a motion to adopt the five year comprehensive plan, William Thomas seconded, motion passed with all in favor.*

**Pool Ordinance:**

*Tom Runnett made a motion to adopt the pool ordinance, Bernice Wilson-Kube seconded, motion passed with all in favor.*

**Smoke free environment**

*Tom Runnett made a motion to make the Town office building and grounds a smoke free environment in accordance with Virginia State Law effective May 1, 2018 Bernice Wilson-Kube seconded, motion passed with all in favor.*

**Council was authorized to go into closed session pursuant to Va. Code § 2.2-3711(A)(3) for the discussion or consideration of the disposition of publicly held real property, because discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of affect the negotiating or litigating posture of the public body-parking lot.**

*Motion to go into closed session by Bernice Wilson-Kube, seconded by Michael Warlick. Motion passed with all in favor.*

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

**Tommy Runnett/ yes**

**William Thomas/ yes**

**Roy McGhee/ yes**

**Bernice Wilson Kube/ yes**

**Pam Harlowe/ yes**

**Michael Warlick/ yes**

*Motion to adjourn meeting by Michael Warlick, seconded by William Thomas, motion passed with all in favor.*