



Town of Mineral  
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Pam Harlowe, Mayor  
Michael Warlick, Vice-Mayor  
Ed Jarvis  
Jessie Shupe  
Doswell Pierce  
Roy McGehee  
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 August 13, 2018  
7:00pm

**COUNCIL MEMBERS:**

Mike Warlick Vice Mayor; Jessie Shupe, Roy McGehee and William Thomas, Ed Jarvis arrived at 7:05 p.m.

**ABSENT:**

Doswell Pierce Council member, Pam Harlowe Mayor,

**STAFF MEMBERS:**

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

**PUBLIC:**

Dewayne Adams; Mineral Board of Supervisor, Susan & Mike Groome, Carrie Hicks, LCPS, Kelly Taylor, Joseph Haney with the Central Virginian, Lloyd Runnett Louisa Resource Council, Bishop Moore II.

**Public Comments:** Susan & Mike Groome came before Council to request that the alleyway be closed thru block 146. This will be reviewed by the attorney.

Dewayne Adams wanted to give an update on the community meeting on the Louisa Comprehensive Plan that was held at the Mineral Volunteer Fire Department. This process will take about a year. Mr. Adams encouraged the council members to attend some of the additional four meetings.

Bishop Moore came before council to speak on the desire to open a community church center in Mineral. The church is interested in renting the old Town Office on a month to month lease. The Town attorney will advertise for a public hearing to be held at next month's Council meeting.

**Adopt/Amend Agenda:**

Under old business

Discussion of list of projects Sal had started – added by Michael Warlick

*William Thomas made a motion to approve the agenda as amended, seconded by Ed Jarvis, motion passed with all in favor. Roy McGehee abstained.*

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

**Approval of the August 2018 Bills to be Paid:** *Ed Jarvis made a motion to approve the August bill as presented, seconded by Jesse Shupe, motion passed with all in favor.*

**Town Manager's Report:**

**Town Attorney's Report:** The attorney reported that she is working on the closing for the property next door. It is the Town attorney's hope this will be completed in two to three weeks.

**Standing Committee Reports:**

**Beautification/Anti-Litter Committee:** Jesse Shupe had spoken to a citizen concerning the replacement of the trees and extension of the sidewalk.

**Budget & Finance Committee:** No report

**Building Committee:** The floors have been redone at the Old Town office.

**Cemetery Committee:** The maintenance subcontractors at the cemetery are concerned about the number of items at the grave. This was discussed and will be handled in depth next year.

**Economic Development Committee:** Ed Jarvis has been approached concerning the use of the old DMV office being a tele hub/cubicle for rent. This was prior to the proposal from Bishop Moore.

**Personnel Committee:** William Thomas stated that he would like for the members of Council to speak on their desires of Town manager, would they like this position to be fulltime or parttime. Ed Jarvis feels like we should have a fulltime town manager to have someone at the Town office daily. Michael Warlick felt that a fulltime town manager is also needed to deal with daily issues and personnel issues. Roy McGehee feels like the

town clerk is sufficient enough and a town manager is not needed. Jessie Shupe asked if the town manager position was required by VA code, town code or town charter. The attorney stated that the Town is not required to have a town manager. This will be tabled for 30 days.

**Planning Commission Updates:** There was not a planning commission meeting in July

**Police: no report**

**Streets Committee:** Michael Warlick stated that the streets are looking well in Town. Some of the streets have been tar and chipped.

**Walton Park:** The last concert was on the 20<sup>th</sup> of July. The park is being maintained well by the Town staff.

**Water & Sewer Committee:**

#### **OLD BUSINESS:**

**Sal's projects** – The list of projects were reviewed and discussed at length. Mike Warlick will work on the Wayfinding sign. Ed Jarvis will work on the playground equipment and will contact James Smith with Louisa County Park and Recreation.

#### **NEW BUSINESS:**

**Renting of the Old DMV by Church** – Discussion of Bishop Moore's proposal followed. A public hearing is required prior to the leasing of the building. The Town Attorney will work on this. Michael Warlick stated that the floors had recently been redone and that protection of high traffic areas on the floor will be needed.

*William Thomas made a motion to advertise for a public hearing for the leasing of the old Town office. The rate is set at \$650.00. Jessie Shupe seconded, motion passed with all in favor.*

**PPTRA rate 28.24%** - *William Thomas made a motion to set the PPTRA at 28.24% Roy McGehee seconded, motion passed 3/1/1 with Ed Jarvis voting no and Jessie Shupe abstaining.*

**Homecoming parade.** - Lloyd Runnett and Carrie Hicks spoke on the plans for this year's homecoming parade. The route will be slightly different than last year, with the parade beginning and ending at Walton Park. All needed permits and permission will be obtained by Carrie Hicks.

*William Thomas made a motion to approve the homecoming parade. Ed Jarvis seconded motion, motion passed with all in favor.*

*Jessie Shupe made a motion to go into closed session for the purpose to discuss personnel pursuant to VA Code 2.2.37 11 A1 and acquisition of real estate pursuant to VA Code 2.2-37 11 A3 . Seconded by Ed Jarvis. Motion passed with all in favor*

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

**Ed Jarvis/ yes**

**William Thomas/ yes**

**Roy McGhee/ yes**

**Michael Warlick/ yes**

**Jessie Shupe/ yes**

*Motion to write a first right of refusal for the Farmer's Market property made by Michael Warlick seconded by Ed Jarvis, motion passed 4/1 with Roy McGehee voting no.*

*Motion made by Ed Jarvis to appoint Ti-Lea Downing as the interim Town Manager, with a pay increase as set by Council, William Thomas seconded the motion, motion passed with all in favor.*

**Adjourn: Motion to adjourn the meeting by William Thomas seconded by Jessie Shupe, motion passed with all in favor**