



Town of Mineral  
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Pam Harlowe, Mayor  
Michael Warlick, Vice-Mayor  
Ed Jarvis  
Edward Kube  
Roy McGehee  
Thomas Runnett  
William Thomas  
Ti-Lea Downing, Town Manager  
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 12, 2021  
7:00pm

- COUNCIL MEMBERS:** Mayor Pam Harlowe, Vice Mayor Michael Warlick, Ed Jarvis, Edward Kube, Roy McGehee, Thomas Runnett and William Thomas
- PRESENT:** Andrea Erard; Town Attorney
- TELECONFERENCE:**
- ABSENT:** Lisa Yates; Town Clerk
- STAFF MEMBERS:** Ti-Lea Austin; Town Manager
- PUBLIC:** Joseph Haney

Mayor Pam Harlowe reconvened the meeting of the Mineral Town Council that was recessed May 10, 2021.

*Mr. Jarvis made a motion to modify the motion that was passed April 22, 2021 to clarify that effective July 1, 2021 that all current and future clerks and part time maintenance staff be paid at least 15.00 an hour and once the salary scale from Robinson Farmer and Cox is received that the town council review the salary for these positions for the purpose of determining whether additional wage adjustments are necessary, seconded by Mr. Thomas, motion passed with all in favor.*

*Mr. Jarvis made a motion to modify the motion that was passed April 22, 2021 to clarify that effective July 1, 2021 the Town Clerk compensation be increased from \$14.47 per hour to \$18.00 per hour, that the Town Manager annual salary be increased from \$48609.60 to \$62400.00, that the part time maintenance worker be increased from \$20.00 to \$25.00 and that the part time cemetery worker compensation be increased from \$20.00 per hour to \$22.00 per hour. Mr. Thomas seconded the motion, motion passed with all in favor.*

*Mr. Kube made a motion that the motion he made at the April 22 meeting to increase wages of all current and future DMV employees and part time maintenance to \$15.00 an hour be rescinded, seconded by Mr. Runnett. Motion passed with Mr. Kube, Mr. Runnett and Mr. McGehee voting yes, Mr. Thomas, Mr. Warlick and Mr. Jarvis voting no and Mayor Pam Harlowe voting yes.*

*Mr. Kube made a motion to adopt the State of Virginia minimum wage plan which is a staggered process May 1,2021-January 1,2022 \$9.50 hour, January 1,2022-January 1,2023 \$11.00 hour, January 1,2023-January 1,2025 \$12.00 hour, January 1,2025-January 1,2026 \$13.50 hour, January 1,2026-January 1,2027 \$15.00 hour. If the Federal Government takes the minimum wage to \$15.00 the Town of Mineral will go to \$15.00 an hour, seconded by Mr. Runnett. Motion passed with Mr. Kube, Mr. Runnett and Mr. McGehee voting yes, Mr. Thomas, Mr. Warlick and Mr. Jarvis voting no and Mayor Pam Harlowe voting yes.*

Discussion was had on current pay rates and when the pay rate scale from Robinson Cox and Farmer would be available. Mr. Runnett asked if Mr. Kube would revise his motion to adjust the base to \$11.00 and not \$9.50. Mr. Kube replied he would not.

*Mr. Kube made a motion that the motion that was made at the April 22,2021 meeting and as modified earlier tonight of the Mineral Town Council to increase the wages of*

***the following employees be rescinded Town Clerk be increased from \$14.47 to \$18.00, part time maintenance from \$20.00 to \$25.00 and part time cemetery from \$20.00 to \$22.00, seconded by Mr. McGehee Motion passed with Mr. Kube, Mr. Runnett and Mr. McGehee voting yes, Mr. Thomas, Mr. Warlick and Mr. Jarvis voting no and Mayor Pam Harlowe voting yes.***

Mayor Harlowe stated that she has concern our wastewater is going to actually cost the town and also that the DMV revenue is uncertain and there needs to be a budget that we know is workable, it is not to condemn the employees, and to make sure we make decisions we can afford. Mr. Kube stated he came into the meeting on April 22, 2021 and was given the salary increase information except the salaries didn't have the percentage of the increases, so he went ahead and figured them out himself and of the four positions which were 10%, 24.4%, 25% and a 28.4% that is a huge increase in one year to explain to the public, his intention was to have a professional auditor to provide a low end, upper end and salary rates and compare to job positions and come up with what the salaries from the low to the top should be in comparison with our region. Mr. Thomas stated that what was presented in the budget is reasonable. Mr. Runnett stated he values the employees, and he is trying to be a good steward with the citizens money along with giving something to the employees but not sure of the rates and increases and is open to suggestions on how to do it.

***Mr. Kube made a motion that all employees full time and part time that have worked for the town more than the probationary period of 6 months as of July 1, 2021 be granted a 2% salary increase effective July 1, 2021. Council will review at the six month time frame when the Town budget is reviewed as to the status of the revenue and expenditures to determine if the second half of the fiscal year appropriations will be approved with or without modifications at which time salary adjustments are likely and will be based on Councils decision provided to the recommendations of Robinson Farmer and Cox salary schedule. Recommendations will be included in appropriate budget modifications, seconded by Mr. McGehee. Motion failed with Mr. McGehee and Mr. Kube voting yes and Mr. Runnett, Mr. Thomas, Mr. Jarvis and Mr. Warlick voting no.***

***Mr. Runnett made a motion as of July 1, 2021 that all employees get 6% raise in July. Once budget comes in we also have a bonus discussed earlier and look at this again after accepting Robinson Farmer and Cox salary scale, seconded by Mr. Jarvis motion passed with Mr. Warlick, Mr. Kube, Mr. McGehee, Mr. Runnett, Mr. Jarvis voting in favor, and Mr. Thomas voting no.***

*Mr. Runnett made a motion to adjourn the meeting seconded by Mr. McGehee motion passed with all in favor.*