



Mineral Town Council Minutes  
March 20, 2023  
Budget Work Session

Council Members Present

Mayor Jarvis  
Vice Mayor Nipper  
Ron Chapman  
Bernice Kube  
Olivia McCarthy  
Rebecca McGehee  
Anthony Wade

Mayor Jarvis opened the work session for comment from council at 6:30 p.m.

**Committee Needs**

Vice Mayor Nipper, Budget Committee Chair, asked for committees to let her know what they would be needing in terms of funds.

Councilman Chapman asked what kind of money would be need for the upkeep of streets. Mayor Jarvis stated that he would be taking notes and if the streets were in the state system they would be turned over to VDoT's Louisa Residency. Mayor Jarvis said the composition of the side streets were tar and chip.

Council woman Kube stated that some of the beautification needs were park benches for Mineral Ave., A digital sign to advertise meetings, and eventually banners for Mineral Ave. She stated that in the event that council did not want to fund and permanent sign that she suggested that they purchase a rolling sign to use until the funds were available. Once the funds were available the town could sell the sign if needed or use it for other events.

**Fire and Rescue**

Councilwoman McGehee reported for the fire committee telling council that Many of the hydrants need to be replaced. McGehee said she would get with Hank Staudinger to come up with details.

**Personnel**

Councilman Chapman reported for the personnel committee saying that the personnel committee had submitted the budget with the salaries of all staff. Chapman said that at this point the priority of the committee is to hire a Town Manager and a Clerk.

**IT Needs**

Mayor Jarvis briefed council on the IT Needs of the town. After consulting with two IT individuals, both individuals, after assessment, said the town needed to replace it's server. He also reported that there was no notebook with passwords that were needed to access routers etc. John Ball, who had previously served as the town's IT person, called the mayor and would be shipping the needed information electronically. Otherwise, the town would have to rebuild. Jarvis stated that some routers no longer exist and would need to be replaced. He had scheduled two individuals to give and estimate. Due to the size of the town, he would not have to use the procurement system. He also said that there may be a grant to help with the IT funding and he would ask the IT personnel to help with the writing of the grant. Jarvis said that he wanted to move forward at a slow pace and not go overboard.

Councilman Chapman commented that the DMV required someone to be on standby so the town would need IT support.

### **Return of Covid Funds**

Since there had been some question about the return to the county of unused covid money, Mayor Jarvis reported that he had met with the county finance officer. She confirmed that the town had returned \$33,000 and that all money was accounted for.

Vice Mayor and Budget Chair Nipper asked if there was any further items that would be added to the budget.

### **Bi-Annual Barbecue**

Mayor Jarvis said that he would like for the town to hold a barbecue twice a year inviting town residents to attend. He felt it would be a good way to have contact with citizens and a way for the to voice their needs or opinions. Notice could go out on water bills.

### **Utilities**

Vice mayor Nipper told council that the print out showed basically what was done for the budget and that the category for water testing was higher because the actual testing of the water was higher.

Repairs were also discussed by council, as to should there be more money in that category.

Councilwoman McGehee asked if council was thinking about reopening old wells. Mayor Jarvis said that council had been told by Mr. Martin, Louisa County Water Authority that it would meet EPA requirements. The mayor continued to say that eventually with the retirement of Mr. Martin the town would have to make a decision as to weather they wanted to stay in the water business or not.

### **Employee Insurance**

Mayor Jarvis reported that he had spoken with the county to see if there was any way the town could piggy back on the county's insurance plan, which would save money. He stated that the county was looking into the proposal.

### **Town Code**

Councilman Chapman stated that money needed to be in the budget to update the code.

### **Advertising**

Vice Mayor Nipper stated that the budget for advertising had increased in order to advertise town meetings in the newspaper. She also broke down payments for Southern Software and a clerk was needed to train on the software.

### **Budget Help**

Mayor Jarvis announced that he had recruited past interim Manager, Reese Peck, to help him with certain financial aspects of the budget. Peck would be working from home.

The work session ended at 8 p.m.

Minutes respectfully submitted by, Bernice W Kube, Mineral Town Council.

DRAFT