



Town Council

Summary Report

TO: Town of Mineral Council

FROM: Nicole Washington, Town Manager

SUBJECT: Town Manager Report

Date: September 9, 2024

New Town Clerk

Intro to our new Town Clerk, Stephanie Dorman. Stephanie comes to us from UVA, she worked in the legal office there and as the FOIA officer. She will handle all clerk and secretarial duties for the Council and Planning Commission. She will also be the point person for records management. She has already proven herself in her role and we are very glad to have her on our team.

Property Inquiries

We have had 2 inquiries on buildable parcels, more residential lots.

Water

We repaired a water issue in the park for the event that took place on Labor Day. The valve broke and we had to run a line from the 6" around the valve back to the 6", we were able to install a meter for that line. Now we can shut the line off when it is not being used and also meter what is used.

There seems to be a leak at 623 Mineral Ave (around there) we are working to clear the right of way and see if we can find the water meter.

The Town agreed to install water at the pump station on St Frances so that LCWA can have water when doing maintenance or cleaning at the pump station.

VDOT fixing the issue on Piedmont Ave. They are going to install a liner in the culvert and fill in to help with erosion. No date is on the calendar.

The RFP process for the Lead and Copper grant funding is underway.

Budget

IT
Audit



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Letter

Email from Mr. Snider regarding his interest to be on the Planning Commission as he was on the Commission in the past.

Parade

Labor Day parade August 30, 2024

Hometown Parade October 24, 2024, 5:30pm

Events/ Around Town

Constitution Day – September 18 - Chalk the sidewalks and put flags around the buildings (school event)

Zoning

TIA report from Miller's