



MINERAL COUNCIL MEETING MINUTES

December 15, 2025 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townclerk@townofmineral.net

A. CALL TO ORDER

B. ROLL CALL

PRESENT

Michelle Covert

Bernice Kube

Rebecca McGehee

David Hempstead

Pamela Harlowe

Afton Von Tye

Bob Spedden

C. PLEDGE OF ALLEGIANCE

D. ADOPTION OF AGENDA

Mayor stated the agenda would be adopted as presented. A vote was not taken.

E. PUBLIC COMMENT

James Snider, 501 W Seventh St, reports on the success of the first night time Mineral Farmer's Market and announces dates for the upcoming Winter Markets that will start on January 3, 2026.

Teresa Newton, 73 Louisa Ave, expressed her disgust with the disrespectful behavior and disruptions among council members. She raises concerns related to lead pipes, rust

colored water, the handling of the property next to the Dollar General Store, raises for the Town Manager and zoning administrator, the Town Manager's authority regarding street clearing, instructing council members to call the police, personal calls during meetings and the relationship between the fire department and the town. She also has issues with incorrectly zoned school and town properties, the need for an attorney on retainer and the desire for more businesses and recreational opportunities.

Debbie Moon, 232 Mineral Ave, congratulates the Mayor and new council members. She raises concerns about emails sent between council staff and the mayor, citing Virginia Code regarding retaliation for expressing views on public concern, and questions the legality of an elected official's spouse responding to government emails. Ms. Moon also states the importance of the town's comprehensive plan and hopes that new committees will focus on its implementation, noting only a small fraction of the plan's items have been started or completed. She also is advocating for new homes, town residents and shopping to boost the economy.

Rebecca McGehee, Councilmember, addressed comments made by Teresa Newton, stating that the fire department and the town are getting along better due to her son being a liaison and praising the Christmas tree lighting event. She then discusses a controversial email she received from Tracy Hempstead which she finds disgusting and inappropriate.

F. APPROVAL OF MINUTES

1. Approval of November 18, 2025 Minutes

Minutes approved as presented.

Motion made by Hempstead, Seconded by Spedden.

Voting Yea: Covert, Kube, McGehee, Hempstead, Von Tye, Spedden

G. ACCOUNTS PAID

1. Accounts Paid

Mayor questioned Comcast and the number of internet lines the town has. Town Manager confirmed the town has two internet lines. Concerns were raised as to whether the Mayor should be contacting Comcast directly.

Concerns were raised about DMV revenue being under budget and water expenses exceeding anticipated amounts. The Mayor emphasized the need for financial adjustments.

There is an aggressive debate over following the agenda which resulted in a motion to make the Town Clerk the clerk of council

Motion made by Kube, Seconded by Hempstead.

Voting Yea: Kube, Hempstead

Voting Nay: Covert, McGehee, Von Tye, Spedden

H. REPORTS

1. Treasurer Report

The Treasurer report noted a decrease in water purchase from Louisa County due to the well being back in operation.

2. DMV Report

DMV Report shows the estimated revenue that was earned for the month. There are new agency initiatives for copy paper that was implemented on Dec 1 and starting January 2026. Each year the DMV will provide an allotment of funds to the DMV Select to purchase paper.

3. Town Manager Report

Town Manager discusses plans to address dirty water and sediment in pipes, clarifying that there are no lead pipes in Mineral. Also discussed flushing pipes and potential filtration system.

Town Manager introduced the text message option for citizens to receive notifications and alerts from the Town Office, which will be operational in a couple of months.

The Town Charter was presented to clarify town operations and the Town Manager's role as well as Mayor and Elected Officials.

The Town Manager also addressed concerns that were brought up during the public comment regarding zoning, the school property, and property next to Dollar General.

The Town Manager suggested utilizing the Whitlock Family Park for potential revenue for the town.

Clarification was presented on a misconception about legal fees related to the cemetery, the attorney's involvement was for a burial concern that was brought to the attention of the Town by a citizen and not bushes. The citizen had retained a lawyer for their concern, because a lawyer was retained, the Town Attorney had to address the concern.

Town Manager asked council for a three day response time for large document requests.

I. OLD BUSINESS

1. 623 Mineral Avenue Property

Paul S Cameron spoke about the trees on his property. He presented council with a work order that he had requested from VDOT. The work order was addressing trees on Mineral Ave. Mr. Cameron spoke about the work order only addressing his trees and he would like it stopped. The Town Manager spoke to explain that the work order from VDOT addressed to issues in the Town. The first issue was the large pine tree that fell across Mineral Ave at Fifth Street. The Town had it moved to the Right of Way (ROW) to allow traffic to keep flowing. The second issue were the trees in the ROW near 623 Mineral (Mr. Cameron's property). The Town Manager stated that the Council had asked for quotes on removing the trees. The Manager explained this was only done in case the Town had to remove them when they repaired the waterline between 623 and 611 Mineral Ave. The Manager explained this was not personal or intentional.

2. Confirm proposed committee appointments

Mayor confirmed the following committee appointments

Streets - Michelle & Bob

Police/Legal/Fire & Rescue - Becky & Michelle

Water & Sewage - David & Afton

Beautification & Litter - Michelle & Becky

Budget & Finance - David & Afton

Economic Development - Bernice & David

Cemetery - David & Bernice

Personnel - Bernice & Afton

Parks - Bernice & Bob

Communications - Bernice & Michelle

Business Association - Pam

J. NEW BUSINESS

1. Review candidate applications for Planning Commission vacancies

Mayor introduced Maggie and Ryan as candidates to fill the vacant seats on the Planning Commission, stating their resumes were wonderful.

Motion made by Hempstead, Seconded by Kube.

Voting Yea: Covert, Kube, Hempstead, Von Tye, Spedden

Voting Abstaining: McGehee

PUBLIC HEARING

Chapter 425. Zoning Article V. General Commercial District (GC)

Mayor opened the public hearing.

Debbie Moon, 232 Mineral Ave., asked the council to consider the following items before approvals are made.

1. Permitted Uses A8 previously read laundries and it was changed to laundromats. A laundromat includes services such as delivery, washing, folding and ironing. Under retail business it states dry cleaning shops (but not dyeing plants), what this states is that dry cleaning cannot be done onsite.
2. Permitted Uses A10 states restaurants shall not exceed 10,000 square feet of floor space and A11 was added to state restaurants. This may be a contradiction.
3. Permitted Use by Conditional Use Permit - billiard parlors, pool rooms, bowling alleys and dance halls has been moved to be needing a conditional use permit. For Specialty shop, adult entertainment and retail stores, etc., needs to be more specific.

Mayor closed public hearing

Mayor requested to see the original ordinances for comparison.

Chapter 425. Zoning ARTICLE VI. Planned Unit Development District (PUD)

Mayor opened public hearing

No public comment

Mayor closed public hearing

Zoning Code 425 Article XI - Administration and Enforcement

Mayor opened public hearing

No public comment

Town Manager stated the existing Ordinance was criminal and did not allow for a misdemeanor charge. The amount for the fines was determined by the attorney who gathered data from surrounding localities.

Mayor closed public hearing

EXECUTIVE SESSION (AS NEEDED)

CALENDAR

Town Hall Events

Councilmember McGehee thanked everyone who participated in the sleigh drive.

Motion to provide staff a Holiday Appreciation Lunch.

Motion made by McGehee, Seconded by Covert.

Voting Yea: Covert, Kube, McGehee, Von Tye, Spedden

Voting Abstaining: Hempstead

K. BACK IN SESSION

L. ADJOURN

Motion made by Hempstead, Seconded by Kube.

Voting Yea: Covert, Kube, McGehee, Hempstead, Von Tye, Spedden

Mayor Pamela Harlowe - Vice Mayor Bernice Kube

Council Members: Michelle Covert, Bernice Kube, Bob Spedden, Rebecca McGehee, Afton Von Tye, Dave Hempstead

Nicole Washington, Town Manager, Teri Burns, Town Clerk, Kelly Singletary, Town Treasurer, Vacant, Town Attorney

Town Council meets for its regular session on the second Monday of each month at 6:30 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.

Mayor, Pamela R. Harlowe
Mineral Town Council

Town Clerk