



MINERAL COUNCIL MEETING MINUTES

April 14, 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

Ronald Chapman, Mayor

Michelle Covert, Vice-Mayor

Bernice Kube

Olivia Barrow (sick - present via zoom)

Rebecca McGehee

David Hempstead

JoAnna Von Arb

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the Pledge of Allegiance.

D. ADOPTION OF AGENDA

Amendment:

Boy Scouts will be speaking before "Public Comment."

Motion to accept amended agenda.

Motion made by Covert, Seconded by McGehee.

Voting Yea: Chapman, Covert, Barrow, McGehee, Hempstead, Von Arb

Voting Nay: Kube

E. BUSINESS SPOTLIGHT

Lloyd Runnett, Executive Director, provided Council with an overview of services which the Louisa County Resource Council provide. Services include; food programs, dental assistance, community closet, and wheels for work. The Resource Council can also connect those interested in volunteering to organizations. Mr. Runnett will provide the Town Council with five "Kindness Bags," to be handed out to those in need. Mr. Runnett advised the Louisa County Resource Council cannot help with utility bills, but instructed those in need to contact the Louisa County Emergency Fund.

F. Scouts of America, Webelos Troop.

Caroline Ball, on behalf of the Webelos Troop, presented suggestions for the new park.

Suggestions for the park included: community garden, dog park, sports area, basketball court, volleyball sandpit, and a pickleball court.

Chris Babcock, Webelos Den Leader, continued that the scouts also suggested upgrades to the Luck field, including picnic tables and the restroom facilities.

Council applauded the Webelos on their suggestions.

G. PUBLIC COMMENT

Members of the public will have three minutes to comment on any matter, while maintaining professional and courteous behavior. Council will not respond during public comment, but the appropriate member of Council or Staff will address questions and concerns in a timely manner.

Ed Kube:

Spoke in opposition of agenda item I.6. "Mineral Planning Commission Discussion."

Mitchell Sasser:

Commented on his participation in Leadership Louisa and suggested community collaboration for LASER.

H. APPROVAL OF MINUTES

1. 3.10.2025 Minutes

Council member Hempstead's amendments:

Voted Nay to MuniCode.

Voted Nay to Closed Session.

Motion to approve minutes as amended

Motion made by McGehee, Seconded by Covert.

Voting Yea: Covert, Barrow, McGehee, Von Arb

Voting Abstaining: Kube, Hempstead

Minutes will be updated once verified.

I. OLD BUSINESS

1. Bylaws Review

Council discussed potential revisions to the bylaws.

By consensus, Council decided to send changes to the Clerk within the next two weeks and to table to May meeting.

2. Rescheduling of Town Hall Meeting

Council discussed the need to reschedule the Town Hall as it may conflict with the upcoming budget season.

Motion to reschedule until 7/22/25 @ 6:30 pm.

Motion made by Von Arb, Seconded by McGehee.

Voting Yea: Chapman, Covert, Kube, Barrow, McGehee, Hempstead, Von Arb

3. Updates on Derelict Buildings

Council and the Town Manager discussed the "Old School property," and the remaining trash surrounding it.

The Town Manager has not receive an update from the property owner. The Town Manager will try to call the property owner instead of emailing.

J. NEW BUSINESS

1. Mineral Well Evaluation Grant

The Mayor read Resolution 2025-09 aloud.

Motion for approval of Application for Mineral Well Evaluation Grant.

Motion made by Covert, Seconded by McGehee.

Voting Yea: Covert, Kube, Barrow, McGehee, Hempstead, Von Arb

2. Mineral PER Grant

The Mayor read Resolution 2025-10 aloud.

Motion for approval of Application for PER Grant.

Motion made by Covert, Seconded by McGehee.

Voting Yea: Covert, Kube, Barrow, McGehee, Hempstead, Von Arb

3. Roaming Dogs/ Leash Laws

Council discussed roaming dogs. Council will not be making any changes to its code regarding this topic at this time, rather wanted to bring the subject to the table as many have noticed at large dogs.

4. Unpaid Personal Property Tax DMV Stops

Council discussed that the prior contract that allowed for DMV registration stops on unpaid personal property taxes has expired and needs to be renewed.

Motion to renew contract with DMV.

Motion made by Kube, Seconded by Covert.

Voting Yea: Covert, Kube, Barrow, McGehee, Hempstead, Von Arb

5. Park Use Policies

Park's Committee will create a policy proposal for review in May meeting regarding park use.

Council Member Von Arb advised that there is a daycare in town.

Vendor's Market

Debbie Moon and Jennifer Bradford presented their request for a Vendor's Market.

Council and presenters discussed the potential Vendor's Market locations and start-up dates.

Council members Kube and Barrow would like written clarity for the Vendor's Market.

Motion to grant the Vendor's Market use of the municipal lot until the old school property is available, starting around Memorial Day weekend.

Motion made by Von Arb, Seconded by McGehee.

Voting Yea: Covert, Kube, Barrow, McGehee, Hempstead, Von Arb.

Mineral Farmer's Market

Council discussed if the market needed a business license.

Motion to require the Mineral Farmer's Market to have a town business license.

Motion: McGehee, Second Von Arb.

Aye: Hempstead, Covert, McGehee, Von Arb, Barrow.

Abstain: Kube

6. Mineral Planning Commission Discussion

Council member McGehee is asking for the censure Chairman Mineral Planning Commission Chairman, Edward Kube.

Council discussed the past two planning commission meetings.

The Mayor addressed the concerns of an illegal meeting happening at the last Planning Commission meeting.

Commissioner Jim Snider spoke regarding the March Planning Commission meeting.

Motion to Censure Chairman Kube

Motion McGehee

The Council deliberated on whether they possess the authority to censure a member of the Planning Commission, ultimately concluding that such authority is within their jurisdiction. However, Council members would like to review Mineral Planning Commission bylaws before deciding.

McGehee withdrew her motion and motioned for this matter to be reviewed at the May meeting.

Matter will be added to May's agenda for review.

7. Posting of MPC Vacancy

Council discussed the amount of seats on the Planning Commission and whether or not there has been an ordinance amendment.

Consensus to let Mineral Planning Commission discuss if they would like Council to amend the ordinance from five members to seven at their next meeting.

Council will discuss this matter at the May meeting.

8. FY 2026 Budget Review/ Fee Schedule

The Town Manager presented the FY26 Budget, Fee Schedule, and tentative timeline.

Council member Kube left the meeting.

Council will meet on May 7, 2025 @6:30 PM for a budget workshop meeting.

K. REPORTS

1. Town Manager's Report

The Town Manager discussed with Council Luck Field bathrooms and the need for a policy. The Town Manager does not have access to the bathrooms and can not assess any potential damage in the restrooms. Repairs to the restrooms may need to be added to the budget.

Council, Town Manager, and the Clerk discussed quotes for audio and video upgrades in the conference room.

Motion to allow the Town Manager to negotiate with American AV for audio and video upgrades up to \$6,000.00

Motion made by Covert, Seconded by Von Arb.

Voting Yea: Covert, Barrow, McGehee, Von Arb

Voting Nay: Hempstead

2. Treasurer's Report & Accounts Paid

Town Treasurer reported to Council that all revenue and expenses are accounted for in the financial system, with the exception of July 2024.

Vice-Mayor Covert thanked the Treasurer for her hard work.

The Treasurer reported on water disconnections.

3. DMV Report

DMV total revenue: \$794,254

Town's revenue: \$37,145

4. Committee's Report

Police & Fire Committee:

Council member McGehee's contact for police reports in the Town is no longer available.

The Fire Department is working on getting a new truck to replace one lost in an accident.

Cemetery Committee:

Council member McGehee has worked with staff to resolve a few issues that have arose.

5. Mayor's Report

The Mayor reported that he was able to visit with the LASER program over the weekend. The Town presented the kids with a commendation.

Members of Council, Staff, and citizens met at the trash pick-up event over the weekend. The Mayor reported it was a great event.

6. Council Comments

No Council members had a comment.

L. CALENDAR OF UPCOMING EVENTS

Next Meeting: May 12, 2025

M. EXECUTIVE SESSION

In accordance with §2.2-3711(A)(7) and §2.2-3711(A)(8) of the Code of Virginia, Town Council will convene in Closed Session to consult with legal counsel.

Council took a five minute recess.

Council member Hempstead voiced objections with going into closed session and left his post.

Council went into closed session at 9:46 pm.

N. BACK IN SESSION

Council came back in session at 10:19 pm.

Motion for certification of closed session read by the Clerk.

Voting Yea: Covert, Barrow, McGehee, Von Arb

O. ADJOURN

Motion to adjourn.

Motion made by McGehee, Seconded by Von Arb.

Voting Yea: Covert, Barrow, McGehee, Von Arb

Mayor- Ronald Chapman

Vice Mayor - Michelle Covert

Council Members: David Hempstead, Bernice Kube, Olivia Barrow, Rebecca McGehee,
Vacant

Staff: Nicole Washington, Town Manager, Stephanie Dorman, Town Clerk, Kelly Singletary,
Town Treasurer, Robert Sproul, 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.