

Town of Mineral

Town Council



Edwin Jarvis - Mayor
Ronald Chapman - Vice-Mayor
Michelle Covert - Councilwoman
Dave Hempstead - Councilman
Bernice Kube - Councilwoman
Olivia McCarthy - Councilwoman
Vacant - Council

Nicole Washington – Town Manager

312 Mineral Ave. PO Box 316
 Mineral VA 23117
 PH: 540-894-5100

townofmineral.com

BE IT ORDAINED by the Town Council of the Town of Mineral that the following sums of money are hereby appropriated for the necessary functions of the municipal government of the Town of Mineral for the fiscal year beginning July 1, 2024, and ending June 30, 2025.

EXPENSES	
Personnel Services	
Salaries	\$532,485
FICA	\$40,735
VRS-Retirement, Disability and Group Life	\$16,806
Health Plan	\$113,051
Total Personnel Services	\$703,076
Operating Budget	
Advertising	\$3,500
Asset Management	\$15,000
Audit	\$20,000
Bank Charges	\$100
Beautification	\$3,000
Buyback (Cemetery Plots)	\$1,000
County Wastewater Treatment	\$125,000
County Water Purchased	\$75,000
Debt Service	\$71,700
Deposits to Perpetual Care Fund	\$0
Dues/Permits/Licenses	\$3,500
Electricity	\$25,000
Fertilizer, Mulch, and Maintenance	\$1,500
Fire Programs Expense	\$15,000
Gas for Maintenance Vehicles & Equipment	\$3,000
Hook up fee paid to LCWA	\$20,000
Insurance - VRSA	\$15,000
Internet/Email/Cloud Storage	\$48,000
IT Support	\$18,000
Legal Fees	\$24,000

Louisa Land Fill Charges	\$14,500
Mileage Reimbursement	\$1,000
Miscellaneous	\$500
Office Cleaning	\$3,600
Office Heat	\$1,500
Office Supplies	\$20,000
Perpetual Care	\$0
Police & Legal Matters	\$5,000
Postage	\$2,200
Refund for Tax overpayment	\$500
Repair & Maintenance- Town Facilities	\$20,000
Repairs & Maintenance - Water & Sewer	\$158,406
Software	\$40,000
Telephone	\$7,000
Training & Conferences	\$3,000
Trash Service	\$32,000
Uniforms	\$1,000
Water Deposit Refunds	\$500
Water Testing/monitoring	\$13,000
Web Page & Agenda Management	\$0
Contingency	\$0
Total Operating Budget	\$811,006
TOTAL EXPENSES	\$1,514,082

All appropriations are declared to be maximum, conditional and appropriate appropriations, the purpose being to make the appropriations payable in full in the amounts named herein, if necessary, and then only in the event the revenues collected and other resources available during the year ended June, 30, 2025, for which the appropriations are made, are sufficient to pay all the appropriations in full; otherwise, the said appropriations shall be deemed payable in such proportion as the sum of all realized revenue is to the total amount of the revenues estimated by the Town Council of the Town of Mineral to be available for appropriation in the year ending June 30, 2025.

The Town Council of the Town of Mineral reserves the right to change at any time during said fiscal year the compensation so provided to any officer or employee or abolish any office or position excepting such office or position as it may be prohibited by law from abolishing.

Further, the Town Manager is authorized to make such rearrangements of positions and appropriations with the several departments under the control of the Town Council that may best meet the needs and interests of the Town of Mineral, Virginia; and the Town Manager is authorized to make transfers of funds from one line item to another within and between any appropriation.

The Town Manager may increase appropriations for the following items of non-budgeted revenue that may occur during the fiscal year: (a) Insurance recoveries received for damage to town vehicles or other property for which town funds have been expended to make repairs; (b) refunds or reimbursements mad to the Town for which the Town has expended funds directly to that refund or reimbursement; (c) additional, unbudgeted grants received during the fiscal year for which there is sufficient revenues to defray expenditures.

The Town Manager may appropriate both revenue and expenditures for donations by citizens or citizen groups in support of town programs. Any remaining unencumbered balance of a restricted donation at the end of the fiscal year will be reappropriated into the subsequent fiscal year.

BE IT FURTHER RESOLVED that the Town Manager is authorized to pre-approve accounts payables invoices for payment each month prior to formal approval by the Town Council of the Town of Mineral. Formal approval by the Town Council of the Town of Mineral will be made during the meeting of the month following the actual payment of said accounts payable.

ORDERED THIS THE 18th DAY OF JUNE 2024.

THE FOREGOING ORDINANCE WAS DULY ADOPTED BY THE FOLLOWING

VOTE:

Chapman	_____	Covert	_____	Hempstead	_____
Kube	_____	McCarthy	_____		

Hon. Edwin J. Jarvis, Mayor

Date

CERTIFICATE

I hereby certify that this Resolution was duly adopted by the Town Council of the Town of Mineral at a special meeting on the 18th day of June 2024.

C. Nicole Washington, Town Manager
Acting Clerk of the Council