



## MINERAL COUNCIL REGULAR MEETING MINUTES

May 11, 2026 at 6:30 AM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | [townofmineral.net](http://townofmineral.net)

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### A. CALL TO ORDER

Mayor Harlowe called the meeting to order at 6:30pm.

### B. ROLL CALL

#### PRESENT:

Council Member Michelle Covert  
Council Member David Hempstead  
Vice Mayor Bernice Kube (via zoom, medical reason)  
Council Member Rebecca McGehee  
Council Member Bob Spedden  
Council Member Afton Von Tye  
Mayor Pamela Harlowe

#### STAFF PRESENT:

Kelly Singletary - Town Treasurer  
Teri Burns - Town Clerk

### C. PLEDGE OF ALLEGIANCE

All in attendance stood for the Pledge of Allegiance.

### D. ADOPTION OF AGENDA

An agenda item was questioned as to whether it was actually town business.

A motion was made to approve the agenda as presented.

Motion made by Council Member Hempstead, Seconded by Council Member Von Tye.

Voting Yea: Council Member Hempstead, Vice Mayor Kube, Council Member Spedden,  
Council Member Von Tye

Voting Nay: Council Member Covert, Council Member McGehee

**Motion Passed: 4-2-0**

### E. VIRGINIA MONUMENT COMPANY

A representative from the Virginia Monument Company presented a request for a large monument installation. The council expressed concerns regarding the monument's size, potential impact on maintenance, and the need to remain consistent with established cemetery rules to avoid future liability.

## F. PUBLIC COMMENT

Town of Mineral resident, Blair Nipper, voiced concerns regarding the handling of Freedom of Information Act requests.

## G. APPROVAL OF MINUTES

### 1. Approval of minutes

Approval of Minutes 3.26.2026

Council member McGehee states for the record her opposition to the recorded votes on the public hearings. Her vote was nay to all motions regarding the public hearings. The vote on the motion to accept the recommended changes to the Valley Link Transmission Line resolution by the Mineral Planning Commission was correct.

A motion was made to approve the minutes dated 3.26.2026.  
Motion made by Vice Mayor Kube, Seconded by Council Member Hempstead.  
Voting Yea: Council Member Hempstead, Vice Mayor Kube, Council Member Spedden, Council Member Von Tye  
Voting Nay: Council Member Covert, Council Member McGehee  
**Motion Passed: 4-2-0**

Approval of minutes 4.13.2026

A motion was made to approve the minutes dated 4.13.2026.  
Motion made by Council Member Hempstead, Seconded by Vice Mayor Kube.  
Voting Yea: Council Member Hempstead, Vice Mayor Kube, Council Member McGehee, Council Member Spedden, Council Member Von Tye  
Voting Nay: Council Member Covert  
**Motion Passed: 5-1-0**

Approval of minutes 4.27.2026

A motion was made to approve the minutes dated 4.27.2026.  
Motion made by Council Member Von Tye, Seconded by Council Member Hempstead.  
Voting Yea: Council Member Hempstead, Council Member McGehee, Council Member Spedden, Council Member Von Tye  
Voting Abstaining: Council Member Covert, Vice Mayor Kube  
**Motion Passed: 4-0-2**

## H. ACCOUNTS PAID

### 1. Accounts paid

The council discussed the process for approving bills, with some members advocating for a return to approving expenditures before payment.

## I. REPORTS

1. Town Manager Report  
The interim Town Manager presented her report highlighting research that was done on new construction, zoning permits that were issued and a water report that she has completed.
2. DMV Report  
The DMV report was reviewed.
3. Treasurer Report  
The Treasurer's report was reviewed.

## J. COMMITTEE REPORTS

1. Beautification & Litter (Michelle Covert)  
Council member Covert presented the report.
2. Police, Legal, Fire & Rescue (Becky McGehee & Michelle Covert)  
No report.
3. Streets (Bernice Kube & Bob Spedden)  
No report.
4. Planning Commission (Council Liaison Dave Hempstead)  
No report.
5. Cemetery (Dave Hempstead & Bernice Kube)  
No report.
6. Personnel (Bernice Kube & Afton Von Tye)  
Vice Mayor Kube presented the personnel report.
7. Water & Sewer (Dave Hempstead & Afton Von Tye)  
Council member Hempstead presented the report.
8. Budget & Finance (Dave Hempstead & Afton Von Tye)  
No report.
9. Parks (Bernice Kube & Bob Spedden)  
No report.
10. Communications (Bernice Kube & Michelle Covert)  
No report.
11. Economic Development (Bernice Kube & Dave Hempstead)  
Council member Hempstead presented a report.

## K. OLD BUSINESS

1. Review quote from engineer and approval to hire  
A motion to hire the engineering company to conduct the well study.  
Motion made by Council Member Hempstead, Seconded by Council Member Spedden.  
Voting Yea: Council Member Covert, Council Member Hempstead, Vice Mayor Kube, Council Member McGehee, Council Member Spedden, Council Member Von Tye  
**Motion Passed: 6-0-0**
2. Budget Discussion  
The Mayor stated the well is not included in the budget. A meeting was scheduled for May 18, 2026 at 6:30pm to discuss the budget.
3. Discuss results of the DPOR investigation  
Council Member Hempstead presented the results of a DPOR investigation.

## L. NEW BUSINESS

1. Review sewer re-lining estimate  
Tri State has been contacted to obtain a quote.
2. Street light update on Chestnut Avenue  
The Mayor will work on the process for getting street lights on Chestnut Avenue.
3. Cemetery request  
The cemetery committee will discuss the request and make a recommendation to the council.

## M. CALENDAR

The upcoming calendar events were reviewed.

## N. EXECUTIVE SESSION (AS NEEDED)

## O. BACK IN SESSION

## P. COUNCIL COMMENTS

It was stated a petition was in the circuit court to remove a council member from council and that it should not be discussed by council. Guidelines were offered to council members for reference.

## Q. ADJOURN

A motion was made to adjourn the meeting.  
Motion made by Council Member Hempstead, Seconded by Council Member Spedden.  
Voting Yea: Council Member Covert, Council Member Hempstead, Vice Mayor Kube, Council Member McGehee, Council Member Spedden, Council Member Von Tye  
**Motion Passed: 6-0-0**

The meeting adjourned at 7:37pm.

Mayor Pamela Harlowe - Vice Mayor Bernice Kube  
Council Members: Michelle Covert, Bernice Kube, Bob Spedden, Rebecca McGehee, Afton Von Tye, Dave Hempstead

Pamela Harlowe - Interim Town Manager/Clerk of Council, 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.