



MINERAL COUNCIL REGULAR MEETING MINUTES

August 10, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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

A. CALL TO ORDER

The Town Clerk called the meeting to order at 6:56p.

B. ROLL CALL

PRESENT

Council Member Michelle Covert (via zoom for medical reasons - Charlottesville, Va)

Council Member Rebecca McGehee

Council Member Bob Spedden

ABSENT

Vice Mayor Bernice Kube

Council Member Afton Von Tye

Mayor Pamela Harlowe

OTHERS PRESENT

Town Clerk Teri Burns

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the pledge of allegiance

D. ADOPTION OF AGENDA

A motion was made to amend the agenda by adding to New Business the resignation of Council Member Hempstead, billing matters, the attorney, treasurer office operations and the position of Town Manager.

Motion made by Council Member McGehee, Seconded by Council Member Spedden.

Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden

Motion passed: 3-0-0

E. PUBLIC COMMENT

James Snider suggested having a Town Picnic at Whitlock Family Park on September 20, 2026.

Mike and Jess Huff submitted an email for public comment that was available to the public at the meeting. A copy was provided to each council member present. A copy is attached to the minutes as a part of the permanent record of the meeting.

Jonathan Christian, Executive Director, LASER, submitted an email for public comment that was available to the public at the meeting. A copy was provided to each council member present. A copy is attached to the minutes as a part of the permanent record of the meeting.

F. APPROVAL OF MINUTES

None

G. ACCOUNTS PAID

None

H. REPORTS

The DMV report was reviewed.

Council Members thanked Kelly Singletary for getting the water bills completed and mailed.

I. COMMITTEE REPORTS

1. BEAUTIFICATION & LITTER (MICHELLE COVERT)

Council Member Covert reported due to the water restrictions the committee had taken no action.

2. POLICE, LEGAL, FIRE & RESCUE (BECKY MCGEHEE & MICHELLE COVERT)

No report

3. STREETS (BERNICE KUBE & BOB SPEDDEN)

No report

4. PLANNING COMMISSION (COUNCIL LIAISON)

Council stated a need to appoint a replacement liaison to the commission.

5. CEMETERY (BERNICE KUBE)

No report

6. PERSONNEL (BERNICE KUBE & AFTON VON TYE)

Council stressed the importance of showing employees that they are cared about. A motion was made to let the employees choose a Council Member representative of the Personnel Committee.

Motion made by Council Member Covert, Seconded by Council Member Spedden.
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden
Motion passed: 3-0-0

7. WATER & SEWER (AFTON VON TYE)

Council expressed a need to know what is happening with the well. Hunter Martin, Town of Mineral well operator, provided information on PFAS.

8. BUDGET & FINANCE (AFTON VON TYE)

No report

9. PARKS (BERNICE KUBE & BOB SPEDDEN)

No report

10. COMMUNICATIONS (BERNICE KUBE & MCHELLE COVERT)

Council discussed the importance of getting the laptop with the electronic sign software on it back from Mr. Conrad.

11. ECONOMIC DEVELOPMENT (BERNICE KUBE)

No report

J. OLD BUSINESS

1. Budget
The Council discussed proposed changes to the budget, ultimately deciding to table the discussion to the next meeting.
2. Engineer Study Update
The Council discussed the status of the study and agreed more information is needed.
3. Discuss quote for manhole upgrade
The Council tabled the discussion to obtain more information.

4. CUP Application Discussion

The Council agreed to table the discussion until the Planning Commission was able to review the application.

K. NEW BUSINESS

1. Discuss quotes for paving of roads at Spring Grove Memorial Park Cemetery

Council agreed to table the discussion of paving the roads at Spring Grove Park Cemetery.

2. Town Charter Annulment

A motion was made to not support annulling the Town Charter.

Motion made by Council Member McGehee, Seconded by Council Member Spedden.

Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden

Motion passed: 3-0-0

3. Town Treasurer Position

Council decided to table the Town Treasurer position.

4. Town Manager Position

A motion was made to hire Nicole Washington as the permanent Town Manager. She will start on August 12, 2026. Her contract is similar to a previous one, it does include a \$45,000 back payment that is owed on a previous contract that the town broke and the town agreed that was owed. It also includes a clause that if she is asked to leave, forced to leave, terminated, or however it is described, if she is forced out, she will receive one year of severance pay. The rest of the contract is standard.

Motion made by Council Member Covert, Seconded by Council Member McGehee.

Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden

Motion passed: 3-0-0

5. Town Treasurer Operations

The Council asked the Town Manager to take care of getting the bills paid and review the applicants for the treasurer position.

6. Attorney

A copy of the attorney's bill was provided to the public. Mr. Conrad was hired to represent the Town in the case of Washington vs. The Town of Mineral.

A motion was made to fire attorney John Conrad.

Motion made by Council Member McGehee, Seconded by Council Member Covert. Voting

Yea: Council Member Covert, Council Member McGehee, Council Member Spedden

Motion passed: 3-0-0

7. Resignation of Mr. Hempstead

Dave Hempstead submitted his resignation via email on August 5, 2026. Council discussed the process to fill the vacancy. The Council asked the Town Manager to take care of filling the vacancy.

L. ADJOURN

A motion was made to adjourn the meeting at 7:44pm.

Motion made by Council Member Spedden, Seconded by Council Member McGehee.

Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden

Motion passed: 3-0-0

Mayor Pamela Harlowe - Vice Mayor Bernice Kube

Council Members: Michelle Covert, Bob Spedden, Rebecca McGehee, Afton Von Tye

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