



MINERAL COUNCIL MEETING MINUTES

April 13, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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

A. CALL TO ORDER

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

B. ROLL CALL

Present:

Mayor Pamela Harlowe

Vice Mayor Bernice Kube

Council Member Michelle Covert

Council Member Dave Hempstead

Council Member Becky McGehee

Council Member Bob Spedden

Council Member Afton Von Tye

Staff Present:

Town Treasurer - Kelly Singletary

Town Clerk - Teri Burns

C. PLEDGE OF ALLEGIANCE

All in attendance stood for the pledge of allegiance.

D. ADOPTION OF AGENDA

Vice Mayor Kube made a motion to adopt the agenda as presented. Seconded by Council Member Hempstead.

Yea: Vice Mayor Kube, Council Member Covert, Council Member Hempstead, Council Member Hempstead, Council Member Von Tye

Nay: Council Member McGehee

Motion Passed: 5-1-0

E. PUBLIC COMMENT

Blair Nipper urged the Town Council not to approve the water disconnection policy without the advice of legal counsel citing State Code requirements that are missing from the policy.

Ed Kube, Chairman of the Mineral Planning Commission addressed the Town Council regarding the recommendations and requests of the Planning Commission at the last meeting of the Planning Commission.

F. APPROVAL OF MINUTES

1. Approve or Amend Minutes 1.12.2026

Vice Mayor Kube made a motion to approve the minutes dated 1.12.2026 as presented. Seconded by Von Tye.

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

Nay: Council Member Covert, Council Member McGehee.

Motion Passed: 4-2-0

2. Approve or Amend Minutes 2.9.2026

Vice Mayor Kube made a motion to approve the amended minutes of 2.9.2026 by changing the word "several" to "one" on section I, Committee Reports, item 2. Seconded by Council Member Von Tye.

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

Nay: Council Member McGehee.

Motion Passed: 5-1-0

Council Member Hempstead stated he would like to comment on the public comment made by Becky Vigon at the February 9th meeting. He stated she claims to own the market which is town owned land, she also claims to be the manager, council has not appointed her as the manager. She keeps all proceeds from the market, she does not offer to contribute to the town. She does not pay the town a portion of the proceeds she makes on the market. She does not pay the town a fee to use the land. The town pays its staff to clean up after the market and mow the grass and does not charge her. She lives in Spotsylvania, why is this being allowed and tolerated?

3. Approve or Amend Minutes 3.9.2026

The Town Clerk advised council of incorrect motion tallies on section D, tally should be 3-4-0, section F, the first motion tally should be 3-4-0 and the second motion tally should be 4-3-0.

Council Member Covert advised council that State Code 2.2-3711(A)(1), closed session motion, was not followed and should be reflected in the minutes.

Vice Mayor Kube made a motion to approve the amended minutes of 3.9.2026 as stated above. Seconded by Council Member Hempstead.

Yea: Vice Mayor Kube, Council Member Hempstead, Council Member Spedden.
Nay: Council Member Covert, Council Member McGehee, Council Member Von Tye.
Mayor Harlowe: Yea

Motion Passed: 4-3-0

G. ACCOUNTS PAID

1. The accounts paid were reviewed. A discussion was held on the multiple Comcast accounts.

H. REPORTS

1. Town Manager Report

The Interim Town Manager presented her report, highlighting an update on the progress of the attorney, sewage status of a homeowner on Seventh Street, repair update on well #4, an explanation of a missing account, and actions taken during a recent boil water alert.

2. Treasurer Report

The Treasurer's report was reviewed.

3. DMV Report

The DMV report was reviewed, noting a \$250,000 shortage in revenue.

I. OLD BUSINESS

1. Engineer Study/Water Source Update

Council Member Von Tye presented an update on the bids to locate a site for a new well.

2. Open Positions for Town Manager & Town Attorney

Vice Mayor Kube provided an update on the applications received for the Town Manager position. No applications have been received for the Town Attorney position.

3. Review of Ordinances Passed

Mayor Harlowe informed the council they could review the ordinances that were recently approved in the clerk's office.

4. PUD Discussion

Council Member Hempstead presented information on the interest of a developer wanting to develop the PUD, noting the same developer failed to complete the approved conditions set forth by the council on a prior development in the town.

5. 8th Street Sewer Line

Council members were informed of a developing situation regarding the sewer line on Eighth Street.

J. NEW BUSINESS

1. Water Disconnect Procedure

Council discussed a request from the Treasurer to update the water disconnect procedure to include updated temperature requirements.

Council Member Covert made a motion to amend the current water disconnection procedure to include updated temperature requirements. Seconded by Council Member Von Tye.

Yea: Vice Mayor Kube, Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye.

Nay: None.

Abstain: Council Member Hempstead

Motion Passed: 5-0-1

2. Minimum Tax Policy

Council discussed a request for the Treasurer to remove the provisions of Chapter 389, Article I, §389-4 of the Mineral Town Code whereby residents are charged a minimum tax of \$5.00 of their real estate and personal property tax bills regardless of the assessed value, beginning with the 2026 billing cycle.

Council Member Covert made a motion to remove the minimum tax requirement on real estate and personal property tax bills. Seconded by Council Member McGehee.

Yea: Vice Mayor Kube, Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye.

Nay: None.

Abstain: Council Member Hempstead

Motion Passed: 5-0-1

3. Set Date for Budget Workshop

Council agreed to meet for the Budget Workshop on April 27, 2026 at 6:30pm.

4. Sewer Line Upgrade Between Richmond Avenue & The Lagoon

Council Member Hempstead presented information on repairs needed to the manholes on Richmond Avenue. He requested approval of the council to obtain quotes to do the repairs.

Vice Mayor Kube made a motion to obtain quotes to repair the manholes on Richmond Ave. Seconded by Council Member Hempstead.

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

Nay: None.

Abstain: Council Member McGehee.

Motion Passed: 5-0-1

K. COMMITTEE REPORTS

Cemetery (David Hempstead & Bernice Kube)

No Report.

Personnel (Bernice Kube & Afton Von Tye)

Reviewed under old business.

Water and Sewage (David Hempstead & Afton Von Tye)

Reviewed under old business.

Budget and Finance (David Hempstead & Afton Von Tye)

Council Member Covert stated that the Town of Louisa had requested funds from the Board of Supervisors to aid in the celebration of the Quincentennial and it was approved.

Parks (Bernice Kube & Bob Spedden)

No Report.

Communications (Bernice Kube & Michelle Covert)

No Report.

Economic Development (Bernice Kube & David Hempstead)

A discussion ensued regarding business licenses.

Beautification and Litter (Michelle Covert)

No Report.

Police, Legal and Fire & Rescue (Becky McGehee & Michelle Covert)

No Report.

Streets (Michelle Covert & Bob Spedden)

Mayor Harlowe stated she was taking Council Member Covert off of the streets committee and appointing Vice Mayor Kube in her place.

L. COUNCIL COMMENTS

M. CALENDAR

Mineral Planning Commission Meeting, April 23, 2026 @ 6:30pm

Beautification Day at Whitlock Park, April 25, 2026

Household Hazardous Waste Day, Louisa County Landfill, April 25, 2026, 8am - 1pm

Opening Day for The Farmer's Market, Whitlock Park, May 2, 2026, 8am - 12pm

Water and Sewer Committee Meeting, May 6, 2026 @ 6:00pm

N. EXECUTIVE SESSION (AS NEEDED)

O. ADJOURN

Vice Mayor Kube made a motion to adjourn the meeting. Seconded by Council Member Spedden.

Yea: Vice Mayor Kube, Council Member Covert, Council Member Hempstead, Council Member McGehee, Council Member Spedden, Council Member Von Tye.

Nay: None.

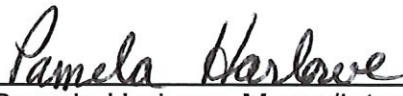
Motion Passed: 6-0-0

The meeting adjourned at 7:52pm.

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, 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.



Pamela Harlowe, Mayor/Interim Town Manager
Clerk of Council
Town of Mineral