



MINERAL COUNCIL MEETING MINUTES

March 9, 2026 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

Phone: 540-894-5100 | townofmineral.com

A. CALL TO ORDER

Mayor Harlowe called the meeting to order at 6:36pm.

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

Council Member McGehee made a motion to add bullying and harassment. Seconded by Council Member Covert.

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

Nay: Vice Mayor Kube, Council Member Hempstead Council Member Von Tye.

Mayor Harlowe: Nay

Motion Failed: 3-4-0

Council Member Hempstead made a motion to amend the agenda adding closed session after adopting the agenda and adding the Mineral Planning Commission recommendations to the reports. Seconded by Council Member 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

E. EXECUTIVE SESSION

At 6:42pm, Mayor Harlowe stated the council needed to go into closed session to discuss personnel issues and asked everyone to leave except the Town Council.

Section 2.2-3711(A)(1) of the Code of Virginia, Closed Meeting Motions, process was not followed.

F. BACK IN SESSION

Council Member Covert made a motion to pay out the former Town Manager's contract as it states. Seconded by Council Member McGehee.

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

Nay: Vice Mayor Kube, Council Member Hempstead, Council Member Von Tye.

Mayor Harlowe: Nay

Motion Failed: 3-4-0

Council Member Hempstead made a motion to hire an attorney to represent the town in the personnel issue. Seconded by Council Member Von Tye.

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

Nay: Council Member Covert, Council Member McGehee, Council Member Spedden.

Mayor Harlowe: Yea

Motion Passed: 4-3-0

G. PUBLIC COMMENT

Jim Snider commented on verbiage used in the Town Manager's report.

Becky McGehee commented how unhappy she was with the last meeting and being harassed. She passed out documents to the audience.

H. APPROVAL OF MINUTES

Vice Mayor Kube made a motion to approve the December 15, 2025 minutes. Seconded by Council Member Hempstead.

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

Vice Mayor Kube requested to postpone approving the minutes of the January and February meetings to have time to review with the Town Clerk.

I. ACCOUNTS PAID

The accounts paid were reviewed.

J. REPORTS

1. Committee Reports

Streets - Council Member Covert informed the council that the town roads should be restored properly after being damaged by the data line installers. She will have a meeting with VDOT in the upcoming week to discuss the repairs.

Water and Sewer - Mayor Harlowe reported that the final upgrade on well #4 with the balance of the grant has been completed. The county procurement agreement does not allow for the PER study so that will have to be bidded out.

Economic Development - Vice Mayor Kube would like to set up a meeting with local businesses at the end of April early May.

Beautification - Council Member Covert talked about the festival on May 2, 2026.

2. DMV Report

DMV report was reviewed noting a \$13,000 shortage of revenue of the budgeted amount.

3. Treasurer Report

The treasurer's report was reviewed noting items would be discussed at the budget meeting.

4. Town Manager Report

The Town Manager report was reviewed and is attached to the agenda packet.

5. Recommendations of the Mineral Planning Commission

The Mineral Planning Commission Chairman Ed Kube reviewed the recommendations of the Commission for consideration to the Mineral Town Council.

K. OLD BUSINESS

1. Establish date for Budget Workshop

Monday, March 23, 2026 @ 6:30pm.

2. Adopt 2026 Holiday Calendar

Motion to adopt the 2026 Holiday Calendar made by Vice Mayor Kube. 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

3. Adopt 2026 Meeting Dates

Motion to adopt the 2026 Meeting Dates made by Vice Mayor Kube. 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

4. Adopt Louisa County Closure/Delayed Opening Procedure

Motion to adopt the Louisa County Closure/Delayed Opening Procedure made by Vice Mayor Kube. Seconded by Council Member Covert.

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

L. NEW BUSINESS

A discussion was held to hold a joint public hearing on the proposed changes to the Town Code on Light Commercial, General Commercial and Signs with the Mineral Planning Commission on March 26, 2026 at 6:30pm.

A discussion was held to review the job descriptions for the open positions of Town Manager and Town Attorney.

M. COUNCIL COMMENTS

Council Member McGehee stressed the importance of doing things correctly and fairly.

N. ADJOURN


Motion to adjourn the meeting made by Council Member Hempstead. 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

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