MINERAL COUNCIL REGULAR MEETING MINUTES

July 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
Council Member Michelle Covert
Council Member Rebecca McGehee
Council Member Bob Spedden
Council Member Afton Von Tye
Mayor Pamela Harlowe

ABSENT
Council Member David Hempstead
Vice Mayor Bernice Kube

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 adopt the agenda as presented

Motion made by Council Member Von Tye, Seconded by Council Member Covert.
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye
Motion Passed: 4-0-0

E. PUBLIC COMMENT

Blair Nipper respectfully requests the Council to reconsider whether professional administration should remain a responsibility of the Acting Town Manager.

F. REPORTS

1. TOWN MANAGER REPORT

The Town Manager report was reviewed and discussed

2. DMV REPORT

The DMV report was reviewed. It was suggested to have a time line to review trends of the DMV revenue

G. COMMITTEE REPORTS

1. BEAUTIFICATION & LITTER (MICHELLE COVERT)

Council Member Covert reported that plants were not put in due to the drought conditions.

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

Council Member McGehee read a report from Kendra Ellis, DMV Select Manager, on the events that occurred at the Town Office on July 2, 2026.

3. STREETS (BERNICE KUBE & BOB SPEDDEN)

No report

4. PLANNING COMMISSION (COUNCIL LIAISON DAVE HEMPSTEAD)

There was a discussion of removing Teresa Newton from the Planning Commission.

5. CEMETERY (DAVE HEMPSTEAD & BERNICE KUBE)

No report

6. PERSONNEL (BERNICE KUBE & AFTON VON TYE)

No report. It was stated that information would be provided during the closed session.

7. WATER & SEWER (DAVE HEMPSTEAD & AFTON VON TYE)

No report. Hunter Martin, Town of Mineral well operator, recommended a mandatory water restriction based on the current water level in well 4.

8. **BUDGET & FINANCE (DAVE HEMPSTEAD & AFTON VON TYE)**

No report

9. **PARKS (BERNICE KUBE & BOB SPEDDEN)**

No report

10. **COMMUNICATIONS (BERNICE KUBE & MCHELLE COVERT)**

No report

11. **ECONOMIC DEVELOPMENT (BERNICE KUBE & DAVE HEMPSTEAD)**

No report

H. OLD BUSINESS

1. Discussion and approval of tree removal at 504 E Fifth Street

A motion was made to table the decision

Motion made by Council Member McGehee, Seconded by Council Member Covert.
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye
Motion Passed: 4-0-0

I. NEW BUSINESS

1. Discuss zoning application details and potentially schedule public hearing

The Council Members discussed the application ultimately deciding to table the decision to give the Planning Commission time to review the details and make a recommendation.

J. CALENDAR

K. EXECUTIVE SESSION (AS NEEDED)

Discuss prospective candidates for employment.
The Town Clerk read the closed meeting motion at 7:03pm
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye
Motion Passed: 4-0-0

L. BACK IN SESSION

The Town Clerk read the certification of the closed session at 7:24pm.

Voting Yea: Council Member Covert, Council Member Spedden, Council Member Von Tye, Mayor Harlowe
Voting Nay: Council Member McGehee

A motion was made to hire Nicole Washington to be the Town Manager, and to offer her the same salary, benefit package and that the Council offer her a contract for three years. If the Council backs out of the contract they will pay 100% of her salary.

Motion made by Council Member Covert, Seconded by Council Member McGehee.
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden
Voting Nay: Council Member Von Tye
Motion Passed: 3-1-0

M. COUNCIL COMMENTS

Council Members shared their comments.

N. ADJOURN

A motion was made to adjourn at 7:28pm

Motion made by Council Member Covert, Seconded by Council Member Spedden.
Voting Yea: Council Member Covert, Council Member McGehee, Council Member Spedden, Council Member Von Tye
Motion Passed: 4-0-0

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

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.