



MINERAL COUNCIL MEETING MINUTES

November 18, 2025 at 6:30 PM

312 Mineral Avenue Mineral Virginia 23117

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

A. CALL TO ORDER

Mayor Harlowe called meeting to order at 6:30pm

B. ROLL CALL

PRESENT

Pamela Harlowe

Michelle Covert

Bernice Kube

Afton Von Tye

Rebecca McGehee

David Hempstead

Bob Spedden

C. PLEDGE OF ALLEGIANCE

D. ADOPTION OF AGENDA

Mayor Harlowe proposed to amend the agenda as follows:

J. New Business

add Organizational Meeting

add Historical Foundation

Motion to approve the amended agenda by Bernice Kube

Seconded David Hempstead

Yea

Afton Von Tye

David Hempstead

Bernice Kube

Bob Spedden

Nay

Rebecca McGehee

Michelle Covert

F. PUBLIC COMMENT

Paul S. Cameron, Jr

9376 Fredericks Hall Road, Mineral, VA 23117

Spoke about ongoing issue with house on Mineral Ave

Mayor Harlowe asked for a motion to cancel the attorney on the issue of the Cameron house since the homeowner is willing to cooperate with the council except for tree removal.

Motioned David Hempstead

Seconded Afton Von Tye

Yea

Bernice Kube

Bob Spedden

David Hempstead

Afton Von Tye

Nay

Michelle Covert

Abstain

Rebecca McGehee

G. APPROVAL OF MINUTES

1. Approval or Amendments of 9.8.2025

Bernice Kube asked to correct spelling of town on page 4 of the minutes dated 9.8.2024

Mayor Harlowe asked for a motion to approve the minutes

Motioned Bernice Kube

Seconded Michelle Covert

Yea

Rebecca McGehee

Bob Spedden

Michelle Covert

Bernice Kube

Afton Von Tye

David Hempstead

H. ACCOUNTS PAID

1. Accounts Paid

Mayor Harlowe questioned the following line items

-The Department of Agriculture

-Comcast

-Blue Ridge Bank

-General Code

-Coverall

-Michelle Covert

Bernice Kube questioned the line item Harrison & Johnston (Mr. Sproul)

I. REPORTS

1. Treasurer Report

2. DMV Report

Town Manager Nicole Washington reported there was an error in the formula for the revenue report and it has been corrected.

3. Manager Report

Town Manager Nicole Washington introduced new Town Clerk

Mayor Harlowe asked about routine operations for the town

Town Manager Nicole Washington spoke on the following operations

-Water

-Zoning

-Summit IG

-Christmas Tree Lighting

-Resource Center & Santa Council Donations

-New software system for taxes and its other uses

-Audits

-Cemetery

-Water testing

-Water line replacement

-Grants

-Source water

4. Committee Reports

Michelle Covert reported on water system, source water and grants

Rebecca McGehee reported on the many compliments received on how well the cemetery looks

J. OLD BUSINESS

1. Well #4 Update

Well #4 is being monitored closely

David Hempstead asked what the daily demand for water is

Hunter Martin responded with output levels

Afton Von Tye asked about the warranty on the pump

Hunter Martin responded warranty information

K. NEW BUSINESS

1. Neighborhood Watch Discussion

Some break ins had happened in the Eighth street area

PUBLIC HEARING

No Public Hearing

COUNCIL COMMENTS

Mayor Harlowe proposed new committee assignments

Mayor Harlowe asked for a motion to keep current Vice Mayor until 2026

Motioned Rebecca McGehee

Second Bob Spedden

Yea

Rebecca McGehee

Michelle Covert

Bob Spedden

Nay

Bernice Kube

Afton Von Tye

David Hempstead

Mayor Harlowe said no because it was split and asked if there were any nominations for Vice Mayor

David Hempstead Nominated Bernice Kube

Second Afton Von Tye

Yea

Bob Spedden

David Hempstead

Afton Von Tye

Bernice Kube

Rebecca McGehee

Nay

Michelle Covert

Mayor Harlowe asked Bernice Kube if she would accept the new position. Bernice Kube responded yes

Rebecca McGehee discussed the LGIP 800k balance and where the money went

Bernice Kube mentioned there was a sign at the end of Kennon Road that said Davis road.

Town Manager Nicole Washington stated it should be Pendleton Road and she will look in to it

Mayor Harlowe questioned the Budget Analysis for DMV Revenue, Car Rental Distribution, Real Estate, Membership Dues, Advertising, Internet Expenses, County Water Purchases, General Expenses for Water and Cemetery Expenses and the Grand Totals

Mayor Harlowe stated the Local Sales Tax Revenue was looking good

David Hempstead questioned line item for BDH Drinking Water

Bernice Kube questioned what happened with replacing the lead pipes

CALENDAR

Calendar

Town Manager Nicole Washington spoke on the upcoming public hearings on December 8, 2025

L. EXECUTIVE SESSION (AS NEEDED)

M. BACK IN SESSION

N. ADJOURN

Mayor Harlowe asked for a motion to adjourn the meeting

Motioned David Hempstead

Second Bob Spedden

Yea

Bernice Kube

Afton Von Tye

Bob Spedden

Rebecca McGehee

Michelle Covert

David Hempstead

Meeting adjourned at 7:48pm

Mayor Pamela Harlowe - Vice Mayor Michelle Covert

Council Members: Michelle Covert, Bernice Kube, David Hempstead, Rebecca McGehee,
Afton Von Tye, Bob Spedden

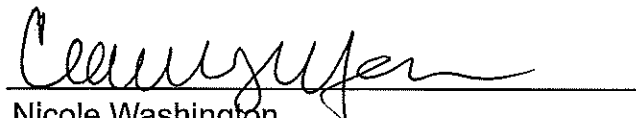
Nicole Washington, Town Manager, Teri Burns, Town Clerk, Kelly Singletary, Town Treasurer,
Robert Sproul, Town Attorney

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.



Pam Harlowe

Mayor



Nicole Washington

Town Manager, Clerk of Council