



**TOWN OF INDEPENDENCE
COMMITTEE MEETING
THURSDAY, SEPTEMBER 4, 2025
INDEPENDENCE, VIRGINIA
6:00 PM
136 EAST MAIN STREET (UPSTAIRS)
INDEPENDENCE, VA 24348**

MEMBERS PRESENT: Mayor Mark Miller, Vice Mayor Joan Collins, Jason Cassell, Kit Marshall, Buddy Halsey Aaron Davis, and Lance Hart.

MEMBERS ABSENT: None.

TOWN STAFF PRESENT: Kathy Knutson, Town Manager, Kim Farmer, Town Clerk, Terry Osborne, Public Works Director, Joe Holderfield, Police Officer, Laura Whitt, Special Events Coordinator and Roger Brooks, Town Attorney.

CITIZENS & GUESTS: None.

- Call to Order-Mayor Miller
 - Mayor Miller called the committee work session to order this 4th day of September 2025 and declared a quorum present.
- Committee Discussions
 - **Community Development-Chairwoman Kit Marshall**
 - Chairwoman Kit Marshall asked Special Events Coordinator, Laura Whitt, to give council an update regarding the Mountain Fall Foliage Festival. Mrs. Whitt stated that as of today no participants had signed up for the privy race. Mrs. Whitt asked council what they recommend for the event. Mrs. Whitt stated that so far there were 10 vendors signed up, the DJ was scheduled, and a request was sent for a local business to donate pumpkins. After general discussion the date of September 20th was given as a cutoff date for privy race participants. If no participants sign up the event will have vendors along with games for the kids. Vice Mayor Joan Collins suggested a dog show, Councilman Aaron Davis suggested axe throwing. Mrs. Whitt stated she was thinking about a pie contest. Councilman Buddy Halsey suggested putting a privy racer where it can be seen to help promote the race.
 - Safe Halloween will be held October 31, 2025, Town Park, 5 to 7 pm. Twin County Chamber of Commerce will provide some hotdogs. Mrs. Whitt stated that some of the businesses had already signed up for the event.
 - The Christmas parade will be on December 6, 2025, 5pm. Council suggested for Mrs. Whitt to let participants that have floats to put lights on so they can be seen. Mrs. Whitt asked about a parade entry fee. Town Manager Kathy Knutson stated there would not be an entry fee charge

however no candy can be thrown from entries. Mayor Mark Miller stated that the same Santa as last year will be coming.

- Town Manager Knutson presented council a handout for fees for food trucks using the electrical outlets at Town Park.
- Chairwoman Kit Marshall stated that she is waiting to hear back from Jim Werth regarding a new business coming to Town.

○ **Finance – Chairwoman Joan Collins**

- Chairwoman Joan Collins nothing to report on.

○ **Infrastructure –Chairman Buddy Halsey**

- Chairman Buddy Halsey nothing to report on.

○ **PERSONNEL-CHAIRMAN JASON CASSELL**

- Chairman Jason Cassell asked to go into closed session for the personnel and contract negotiation. Mayor Miller asked for a motion to go into closed session.

- **COUNCILMAN AARON DAVIS** made a motion for Council to go into closed session citing VAFOIA Section 2.2-3711, to discuss personnel and contract negotiation asking the Town Attorney Roger Brooks, Town Manager Kathy Knutson, Public Works Director Terry Osborne, and Town Clerk Kim Farmer to stay. **COUNCILMAN JASON CASSELL** seconded; motion carried with all ayes.
- **COUNCILMAN AARON DAVIS** made a motion for Council to go into open session citing VAFOIA Section 2.2-3712 that only matters in closed session were convened for and permitted under was discussed. Mayor Miller asked for a roll call vote:

- **Jason Cassell – I So Certify**
- **Kit Marshall- I So Certify**
- **Aaron Davis – I So Certify**

- Buddy Halsey-I So Certify**
- Joan Collins – I So Certify**
- Lance Hart – I So Certify**

- **Adjourn**

-Meeting Decorum-

All official meetings are to be observed by the following decorum:

- Behavior during all official meetings shall be consistent with the behavior exercised in any court or legislative room found within the Commonwealth of Virginia; and,
- There shall be no outbursts, heckling or other forms of disrespectful behavior by any individuals present within these chambers; and,
- Persons wishing to speak shall do so respectfully and in accordance with the applicable Rules of Procedures and/or at the specific direction of the presiding official; and,
- Out of respect for the official business being conducted, for those conducting the official business and for those present for same purpose, there shall be no private conversations taking place in the audience or other forms of distractive behavior or nuisance; and
- Please turn off cell phones and other such devices before entering the meeting room.