



**TOWN OF INDEPENDENCE
COMMITTEE MEETING
THURSDAY, NOVEMBER 6, 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 (phone attendance), Buddy Halsey Aaron Davis, and Lance Hart.

MEMBERS ABSENT: None.

TOWN STAFF PRESENT: Kathy Knutson, Town Manager, Kim Farmer, Town Clerk, Matthew Adams, Police Chief, and Terry Osborne, Public Works Director.

CITIZENS & GUESTS: None.

- Call to Order-Mayor Miller
 - Mayor Miller called the committee work session to order this 6th day of November 2025 and declared a quorum present.
- Committee Discussions
 - **Community Development-Chairwoman Kit Marshall**
 - Chairwoman Kit Marshall stated that Safe Halloween went well. The Town setup three tables for the event. There were 17 pavers sold for the Town Park. There are 250 total pavers. Council needs to decide where and what they want to do with the ones left over. Chairwoman Marshall asked if any council members had any ideas on a safer way to keep the rocking chairs at the Town Park down.
 - **Finance – Chairwoman Joan Collins**
 - Chairwoman Joan Collins nothing to report on.
 - **Infrastructure –Chairman Buddy Halsey**
 - Chairman Buddy Halsey asked if information was gotten from Dunn & Bradstreet. Town Manager Knutson stated that it was. Town Manager Knutson stated that Jim Meier had signed the new lease agreement for the building located at 119 North Edgewood.
 - **PERSONNEL-CHAIRMAN JASON CASSELL**
 - Chairman Jason Cassell asked to go into closed session to discuss personnel. 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 asking the Town Manager Kathy Knutson, Town Clerk Kim Farmer, Utility Director Terry Osborne, and Police Chief Matthew Adams 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

- **Meeting Concluded**

-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.