

The meeting took place at the Old District Court House Meeting room in Fincastle.

**Members Present:** Mary Bess Smith, Pam Binns, Ed Bordett, Paige Ware, John Thomas and Tyler Flinchum

Absent: Bill Gaul

**Staff Present:** Town Manager David Tickner and Clerk Joan Boothe

**Also Present:** Khari Ryder, Gordon Jones, Bess Madonna

Mayor Smith called the meeting to order at 7:00 p.m. and determined that there was a quorum present for the purpose of conducting business.

**1. Reading /Approval of August 12, 2021 Meeting**

The minutes for August 12, 2021 meeting were approved as submitted.

**2. Reading /Approval of August 26, 2021 Meeting**

The minutes for August 26, 2021 meeting were approved as submitted.

**3. Additions to Agenda and Approval of Agenda**

The agenda was approved as presented.

**4. Report on Town Financial 2019-2020 Audit**

Gordon Jones, from Robinson, Farmer and Cox, reviewed the audits for Fiscal Year 2019 and 2020 with Council. Discussion followed. Mayor Smith inquired about a way to overcome the deficiency in segregation of duties with the limited Town staff. Mr. Jones stated that he was unsure if this would be possible. Mr. Jones said that all of the funds borrowed from the General Fund to the Water and Sewer fund have been repaid. He concluded by saying that the Town could not ask for a better audit.

Town Council thanked Mr. Jones for his attendance.

**5. Reports**

**a) Financial**

**i. Approval of monthly bills for September 2021**

The monthly bills for September 2021 were approved for payment.

**ii. Treasurer's Reports – accounts for August 2021**

The Treasurer's Reports for General, Water/Sewer and Sidewalk funds were approved as presented.

**b) i. Fincastle Festival Information**

The Town Manager stated that the Fincastle Festival will be Saturday September 18<sup>th</sup>. There will be approximately 40 vendors, artists, a quilt show, music and other activities. A few streets will be closed to vehicular traffic starting at 7:00 am and running until approximately 5:00 pm. These include Main Street from Route 220 to S Church Street and S Roanoke Street from Herndon Street to Back Street.

There will also be an event associated with the Lewis and Clark Eastern Legacy Trail Saturday evening at Santillane.

**ii. Big Spring update**

Town Manager provided an update on the activities at Big Spring Park. The Town is still awaiting information from the Department of Conservation and Recreation regarding the proposed grant for development of the walking trail and other amenities at the park. Staff has discussed some stonework that needs to be completed with a local stone mason.

1. To remove the large piece of concrete that has crushed the pipe at the front of the spring.
2. Resetting the monument, potentially with a few blocks and spaces underneath to create a water feature.

The gentleman who conducted the hand digging at the top of the spring box has been asked to assist with repairing and painting the fence.

The Town Manager concluded by saying that staff will be consulting with DCR prior to any of this work (besides the fence) taking place to determine if the costs would be eligible for reimbursement.

**iii. Community Sustainability Committee**

The Town Manager discussed the Council of the Community Sustainability Committee. One of the goals of the new Comprehensive Plan adopted in July is the establishment of a community sustainability committee within 90 days of the adoption of the plan. The committee should have some combination of around seven members such as a County official, Town council member, VDH, civic leader, and someone who could be impacted by the changes. Planning Commissioner Bess Madonna was appointed by the Planning Commission to serve as chairperson of the Committee. Mrs. Madonna spoke and stated that she thinks this is an opportunity for the Town to become a leader in sustainability and environmental sensitivity.

**iv. Town Council follow up**

The Town Manager provided Council with and update on pending issues.

**6. Citizen comments**

The Town Manager introduced Khari Ryder, the new Director of the Botetourt Chamber of Commerce. Mr. Ryder stated that he is looking forward to working with the Town.

Bess Madonna said she would like to encourage people to serve on the Community Sustainability Committee.

**7. Other matters/discussion items from council**

The Town Manager stated that Halloween plans are as they have been in the past.

The Mayor asked Council to thank Sheriff Ward for sending inmate crews out to do some cleaning of the Town signs etc. Staff was instructed to investigate the possibility of using this assistance for other cleanup efforts in town.

**8. Adjournment**

There being no further business council adjourned at 7:46 pm

Approved:



Joan Boothe, Clerk



Mary Bess Smith, Mayor