



## **Mathews County Board of Supervisors**

Regular Meeting  
Historic Courthouse  
27 Court Street, Mathews, VA 23109

**Tuesday, August 22, 2023 at 6:00 PM**

### **MINUTES**

**1. CALL TO ORDER**

The meeting was called to order by the Chairperson at 6:00 pm.

**2. INVOCATION**

Pastor Ed Jordan provided the invocation.

**3. PLEDGE OF ALLEGIANCE**

**4. ROLL CALL / ESTABLISHMENT OF A QUORUM**

Board of Supervisors Members  
Present:

Vice-Chair Paul Hudgins  
Supervisor Jackie Ingram  
Supervisor Melissa Mason  
Supervisor Mike Walls  
Chairman Dave Jones

Board of Supervisors Members  
Absent:

Staff Present:

Mrs. Ramona Wilson, County Administrator, Clerk  
Ms. Judi Green, Senior Executive Associate and Deputy Clerk to  
the Board  
Ms. Megan Evjen, Administrative Assistant  
James Knighton, Director of Planning & Zoning  
Ms. Andrea G. Erard, Esq., County Attorney (via Zoom)

**5. APPROVAL OF AGENDA**

The agenda was amended to move line item 14C to 6C.

**MOTION:** On Motion of Paul Hudgins, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Amend the Agenda

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

The motion was made to change the language of the citizen comment guidelines.

**MOTION:** On Motion of Paul Hudgins, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the amendment changing the language of the citizen comment guidelines.

Roll Call Vote:  
Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the Agenda as amended.

Roll Call Vote:  
Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

## 6. SPECIAL PRESENTATION

[Line item 14C was moved to Line Item 6C. Link to view Proclamation](#)

### A. VATI and BEAD Funding for Broadband in Mathews Presentation

Presentation is available through the following link: [CLICK HERE for Verizon Presentation](#)

**MOTION:** On Motion of Melissa Mason, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the Broadband Advisory Board to move forward in discussions with Verizon.

Roll Call Vote:  
Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

- B. Henderson Inc., MCVFD New Station Presentation by Al Davis – Director of Preconstruction and Development for Henderson, Inc.  
Donald F. Booth, AIA, LEED AP – President of DJG, Inc.  
Henderson Inc. Presentation [can be viewed here](#).

Line Item 14C moved as amended

**MOTION:** On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the Resolution as Presented..

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

## **7. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE**

- A. Retirement and 5 Years of Service: Glen Scatchard, Grounds Manager  
Mr. Scatchard was not present.
- B. Barbara Read, HR Analyst - 10 years of Service  
Ms. Read was presented with a certificate of appreciation from the board for her 10 years of dedication and service.

## **8. OPPORTUNITY FOR CITIZEN COMMENTS** *(One opportunity of 3 minutes per speaker, alternating between in-person and written comments)*

Tim Doss

Port Haywood, VA

Unprofessional Comments made by three members of the board of supervisors regarding the BZA decision. [LINK TO FULL STATEMENT](#)

Peter Clendenin

Halliedford, VA

Vice-Chair of BZA and wanted to support the statement by Mr. Doss.

Tom Robinson

Moon, VA

Agreed with the past two speakers regarding the BZA and as the chairperson of the newly organized Mathews County Parks and Rec Advisory Board. Recent inappropriate and baseless remarks by two of the supervisors resulted in two of the Parks & Rec board members resigning. This is hampering the efforts of the advisory board.

Tom Bowen

Being denied a place on the agenda, I would like an explanation.

Trisha Stall

North, VA

BEAD money is affiliated with localities that accept illegal immigrants.

Mark Eubank

Gwynn, VA

Here to speak in response to Mr. Bowen and also submitted a packet for review. [PACKET DOCUMENTS](#)

Sheriff Barrick

Wanted to clarify statements regarding the investigation involving Rev. Dr. Melissa Mason

Alan Biddison

259 Mill Point Rd.

Has the attorney provided advice regarding Eubank's being entitled to a payment from the county of over \$200,000.00?

Bobby Dobson

Cobbs Creek, VA

I hope the new firehouse will be built better than Lee Jackson and the Courthouse.

Sonny Fauver

The last BZA request to the boss for an increase of \$1,000.00 in legal fees budget please be reconsidered.

David Thomas

Moon, VA

Discussed parks and potential grants for saving the islands. Mathews is slated to be under water in 20 years.

## 9. PUBLIC HEARINGS

### A. Proposed Ordinance 23-04 to address unsafe structures and to adopt section 106 of Part III of the USBC

It is the recommendation of Jon Morr, Mathews County Building Official, that we adopt Ordinance 23-04.

**MOTION:** On Motion of Paul Hudgins, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Adopt Ordinance 23-04 as presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

### B. Proposed text amendment to correct the Mathews County Code Chapter 145 Taxation to align with current procedure of billing twice per year for real estate levies (due June and December of each year).

Supervisor Hudgins asked why this was coming up now, County Administrator Ramona Wilson explained that the text was incorrect in one part of Chapter 145 (Taxation). It appears that it was amended last in 1988.

**MOTION:** On Motion of Mike Walls, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-1-0 as follows: Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; Paul Hudgins - nay; to Approve the text amendment.

Roll Call Vote:

Paul Hudgins, Vice Chair -Nay  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

## 10. CONSENT AGENDA

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the Consent Agenda as presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

### A. Meeting Minutes

1. Board of Supervisors Regularly Scheduled Meeting, July 25, 2023

### B. Supplemental Appropriations

1. Department of Social Services - \$1521.00 from the state for Family Partnership Meetings.
2. Budget Transfer

### C. VDOT Activity Permit Requests

1. Mathews High School Homecoming Parade, October 13, 2023.
2. MCVIC - 2023 Christmas Parade, December 9, 2023

## 11. REPORTS AND REQUESTS OF BOARDS, DEPARTMENTS, COMMISSIONS AND AGENCIES

### A. Mathews County Department of Planning and Zoning: Mr. James Knighton, Director

1. **Application 5-CUP-22:** Request from Shannon Jones for a Conditional Use Permit for a home enterprise per Section 175-7.3 and 175-15.5 B. of the Mathews County Zoning Ordinance to operate a dog grooming facility on parcel 25 (10) 2Q. This parcel is in the Residential-2 (R2) district.

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 0-0-0 as follows: None - aye; None - nay; to Table the 5-CUP-22 for 30 days to gather additional information

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

## 12. UNFINISHED BUSINESS

### A. Parks & Recreation Bylaws Amendment

County Administrator, Ramona Wilson read a statement of correction regarding a conversation between her and Mr. Robinson. The amendments were presented as amended. Mr. Walls shared information that he received from Mr. Robinson regarding meeting times for the advisory board.

[Parks and Rec Advisory Board Bylaw Amendments Link](#)

**MOTION:** On Motion of Paul Hudgins, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the amendments made to the Parks & Recreation Advisory Boards bylaws as presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

### B. Eubanks: Quotes and Information

County Administrator, Ramona Wilson shared the three quotes received for the repairs needed at Eubank's residence. Mr. Eubank acquired two of the quotes, Ms. Wilson has received one with another to be delivered next Monday. The Board discussed at length past discrepancies in the records from previous administrations. It was decided to table this in order to receive additional quotes.

**MOTION:** On Motion of Mike Walls, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to table the approval of quotes received until additional quotes are in hand.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

### C. Update on IT Investigation

Commonwealth Attorney Tom Bowen stated that a State Prosecutor had agreed to take over the IT investigation. The Animal Control case cannot be tried criminally (there is an exception in the statute), it must be handled in civil court.

### D. Schedule a Public Hearing re: MCPS Amended FY24 Budget - Level Funding and Differences in State Revenue Estimates

Schedule a public hearing to be held at our regularly scheduled meeting on September 26, 2023.

**MOTION:** On Motion of Mike Walls, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 0-0-0 as follows: None - aye; None - nay; to Approve scheduling the Public Hearing.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

### 13. NEW BUSINESS

- A. Middle Peninsula Northern Neck Community Services Board - State Performance Contract

Ms. Hodges explained the details of the FY24 State Performance Contract.

**MOTION:** On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Accept the MPNNCSB Performance Contract as Presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

### 14. COUNTY ADMINISTRATOR'S REPORT

- A. Other Reports and Financials

- B. Rabies Clinic - October 21, 2023

- C. September 17-23, 2023 Constitution Week  
Addressed in Line Item 6C as amended on the Agenda.

- D. VPPSA Regional Recycling Campus  
At the last VPPSA meeting held, it was decided that each locality would appoint 2 team members and one citizen (if possible). Supervisor Walls asked if the EDA would be interested in helping with this? Ramona Wilson will bring this to the EDA at the September meeting.

- E. MPPDC - Support of Grant Writing Team  
Ramona will be presenting a Resolution of Support to the September meeting for approval.

- F. Historic Courthouse Lighting Upgrades  
All the new outdoor LED lighting for the old courthouse was installed by Dominion Power today. The streets are very well lit and this is a cost savings for the citizens!

- G. Update of 4 year assessments  
It was decided to keep this at 4 years and revisit closer to three years to make a decision to change reassessment timing.

- H. Board of Equalization Contact Information for Scheduling  
Appointments will be scheduled every 30 minutes to minimize waiting. To appear before the Board of Equalization, you can email [boardofequalization@mathewscountyva.gov](mailto:boardofequalization@mathewscountyva.gov) or you can call (804) 725-6395 from 8:00 A.M. to 4:00 P.M Monday-Friday. Meetings of the Board to hear objections will be held at The Historic Courthouse. The date(s) and time(s) are:

August 24, 2023, 1:00 P.M. – 6:00 P.M.

~~September 7th, 2023 1:00 P.M. – 5:00 P.M.~~ Meeting will be rescheduled due to street closure for Market Days

September 14th, 2023 1:00 P.M. - 7:00 P.M.

September 21st , 2023 1:00 P.M. - 5:00 P.M.

September 28th, 2023 1:00 P.M. - 7:00 P.M.

**By order of the Mathews County Board of Equalization.**

I. Facilities and Grounds Project Updates

A list of the completed and in progress projects from the Facilities Department was reviewed. Supervisor Hudgins asked for an update on the new maintenance building. Ramona Wilson gave an update regarding the grinder pump station that is currently in the design process. Several outside agencies submitted Thank You letters to the Board of Supervisors for their continued annual contributions.

- 15. SUPERVISORS' REPORT** *At this time, Supervisors may bring up matters for the Board's discussion, consideration or information which is not on the agenda and which are not more appropriately discussed or considered in closed meeting. At this time, Supervisors may bring up matters for the Board's discussion, consideration or information which is not on the agenda and which is not more appropriately discussed or considered in closed meeting. When speaking during Supervisors' Reports, Board members shall be limited to ten (10) minutes, at which time the Chairman may at his discretion suspend further presentation from the Board member and request action by consensus agreement of Board members present at the Board Table to permit additional time to conclude the presentation.*

Rev. Dr. Mason, Supervisor, asked fellow Supervisors if she could please have more than the allotted time of 10 minutes and call Commonwealth Attorney, Tom Bowen, to explain the investigation against her.

Supervisor Walls addressed some public comments from earlier in the meeting regarding the Board of Zoning Appeals. He also provided the current status of the pump and haul unpaid balance from the owner of The Hole in The Wall Restaurant.

Supervisor Hudgins did not appreciate the disrespect that Sherrif Barrick showed towards the entire board. Chairperson Jones shared that he was served a summons for the Zoning Appeal at his home when the address on the paperwork was 50 Brickbat Rd., Mathews, VA.

- 16. OPPORTUNITY FOR CITIZEN COMMENTS** *(One opportunity of 3 minutes per speaker)*

Tom Bowen

Requested the same respect as afforded to the Sheriff, allowing him 5 minutes. He also addressed the comments made by Mr. Eubank in the previous public comment period.

Mark Eubank

Gwynn, VA

Mr. Eubank took the opportunity to respond to Mr. Bowens previous comments.

Bobby Dobson

Cobbs Creek, VA

Mr. Dobson feels that all of the "holding court" in public comments is a waste of time and unfair to the citizens.

- 17. APPOINTMENTS**



A. Wetlands Board - David Rowe, Alternate Member

Name correction was made in line item 5, agenda approval, to correct applicants' names from Rowe to Rowland.

**MOTION:** On Motion of Paul Hudgins, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve the Appointment of David Rowland to the Board of Zoning Appeals as an alternate. His term will expire September 1st, 2028

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

B. There are 2 vacancies on the P&R Advisory Committee

The department of Social Services is in need of Board members as well as the Parks & Recreation Advisory, (2 vacancies).

**18. PRESS CORRECTIONS AND CLARIFICATIONS (if necessary)**

Mr. Walls stated that there was information left out of an article regarding the left over funds from the previous Mathews County Public Schools budget.

**19. CLOSED MEETING (if necessary)**

A. Enter Closed Meeting

1. Va. Code § 2.2-3711(A)(8) for consultation with legal counsel regarding three specific matters requiring legal advice:

-674 Morse Point Road and the work done pursuant to the HMPG grant

-claim for attorney's fees and costs by Mr. & Mrs. Mark Eubank

-condition of structure(s) and contractual matters regarding 384 Old Ferry Road; and

Va. Code § 2.2-3711(A)(1) for the discussion or consideration of the performance and disciplining of a specific *appointee* of the Mathews Board of Supervisors.

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Enter Closed Session

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

B. Return to Open Meeting

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Certify the closed meeting

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

C. Action on Closed Matters (if necessary)

**MOTION:** On Motion of Mike Walls, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Approve that starting September 1st, 2023 the we request Wind River Environmental to submit the 75% portion of the monthly pump and haul charges directly to Mr. Casale, owner of The Hole in The Wall Restaurant, and only invoicing the county for the 25% we are responsible for.

Roll Call Vote:  
Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

**20. ADJOURNMENT**

**MOTION:** On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Melissa Mason, Dave Jones, Jackie Ingram, Mike Walls - aye; None - nay; to Adjourn

Roll Call Vote:  
Paul Hudgins, Vice Chair - Aye  
Jackie Ingram, Supervisor - Aye  
Melissa Mason, Supervisor - Aye  
Mike Walls, Supervisor - Aye  
David Jones, Chairperson - Aye

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Dave Jones, Chairman  
Mathews County Board of Supervisors

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Ramona Wilson, County Administrator  
Clerk to the Board

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Judi Green, Senior Executive Associate  
Deputy Clerk to the Board