



Mathews County Board of Supervisors

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

Tuesday, September 26, 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

- A. Rev. Dede Parrish is expected to provide the invocation
Rev. Dede Parrish 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
Chairperson Dave Jones

Board of Supervisors Members
Absent:

Staff Present:

Mrs. Ramona Wilson, County Administrator, Clerk
Ms. Judi Green, Senior Executive and Deputy Clerk to the
Board
James Knighton, Director of Planning & Zoning

5. APPROVAL OF AGENDA

Mr. Walls asked if he could make a correction to the Guidelines that were adopted at last month's meeting. Line #7 read as follows; No citizen shall speak on any matter of business that is a subject on the Board's agenda for that day. The board felt as though this was an infringement on the citizens' first amendment rights and agreed to remove it.

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 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

6. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE

A. Megan Evjen - Chair for 2023 Market Days

Chairperson Jones presented Ms. Evjen, with a certificate of appreciation for all of her hard work and dedication, serving as chair of the Market Days Committee.

B. Dispatcher Lolita Morgan is retiring after 17 years of dedicated service with the Mathews County Sheriff's Office

Chairperson Jones presented Ms. Lolita Morgan with a Proclamation for her retirement thanking her for a job well done during her 17 year tenure with the Mathews County Sheriff's Office

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

Tracy Royals

Dutton, VA

She is against Smart Meters. They are not good for our health.

Marie Poplawski

Cobbs Creek, VA

Winding Waters Estates resident requested that the board protect their neighborhood.

Sue Henshaw

174 Snug Harbor Lane

Proposed venue development in the neighborhood has the residents very concerned regarding safety.

A. Public Comment Submitted by David Walsh

8. PUBLIC HEARINGS

A. FY23-24 Budget Amendment

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.

**** [Documents Presented Link](#) ****

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. VDOT Transportation Alternative Program project- Sidewalk extension and crosswalk on Buckley Hall Rd. in front of the Mathews High School.

Patricia Stall

North, VA

Asked how many students are served by this sidewalk?

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 project as presented. (Documents included in original packet)

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

9. 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, August 22, 2023

B. Supplemental Appropriations

1. Reappropriating Unexpended funds from FY23 that carry to FY24 - \$843,655.59 (documents attached)

C. Building Inspector Salaries from P&Z to the Building Department - Budget Transfer

10. 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.

Mr. Walls read a letter that he received from Eric Thomas of VDH that was discussed at length before a motion was made.

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 table the application for an additional 30 days. The application will be denied if all of the required paperwork is not submitted at that time.

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. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair
Ms. Rowe provided a detailed update on the Broadband project. Mr. Jones asked about Verizon coming to the county, Jeff Behkoo let the board know that the cellular RFP had been put back out for bid. We received no responses to the first submission.
- C. VDOT: Mr. Lee McKnight, Saluda Residency Administrator
Mr. McKnight gave a detailed update on all county projects. The bridge project is almost completed!
- D. Mathews County Public Schools - County Administrator Ramona Wilson
Ms. Wilson read the report provided by Dr. David Daniels regarding the dramatic drop in student enrollment (report included in the original packet).

11. UNFINISHED BUSINESS

- A. Board of Zoning Appeals Request for Additional Funding
Ms. Wilson provided some background information on the budget request for additional funding. The total current balance for the Board of Zoning Appeals is \$9,546.00. The newly elected chairperson was not aware of the funds left in the budget. Mr. Hudgins asked if the previous board members were aware of the amount itemized for legal fees. Mr. Jones replied that the person in charge of that board is responsible for knowing that information.
- B. Eubank Update re: Letter of Apology and Quotes
Ramona Wilson read the 4 quotes she received for the Eubank property (included in the original packet).

12. NEW BUSINESS

- A. Service Dog Month Proclamation
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 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

B. Proposed Parks & Recreation Ordinance

Request a verbiage change in the proposed ordinance to change 3.7 to read "with the exception of powered wheelchairs".

MOTION: On Motion of Mike Walls, 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 holding a Public Hearing at our next regularly scheduled meeting on October 24th, 2023.

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. Personal Property Tax Relief Resolution

Les Hall, Commissioner of Revenue, suggested that the personal property rate be set at 30%.

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 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

D. Resolution To Adopt Design-Build Procedures For The Selection, Evaluation, And Award Of Design-Build Contracts

Ramona Wilson, County Administrator, suggested that a meeting is held between the Board of Supervisors and the MCVFD for a clear plan of design requirements and requests.

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

E. Historical Marker Update

Rev. Dr Mason asked about the language in the Resolution that states: WHEREAS the Mathews County Board of Supervisors wants to ensure that any new markers approved by the Board of Historic Resources are not divisive to the community and that the information contained on the marker is historically accurate and supported by proper documentation.

Rev. Dr. Mason's concern was who would determine whether the information was correct and factual?

Supervisor Walls called to question.

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

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Nay

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

Mr. Jones requested a 3 minute recess.

13. COUNTY ADMINISTRATOR'S REPORT

A. Other Reports and Financials

All documents were included in the original packet. Mr. Walls asked about an invoice from Premiere Broadband, the invoice was for Office 365 licensing.

B. VA250 Fund Management Resolution and Proposed Bylaws

MOTION: On Motion of Paul Hudgins, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - 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

C. Resolution of support re: MPPDC Grant

The motion and the second were recorded. Vice Chair Hudgins asked to withdraw his motion to approve. The motion was then made to table this item for 30 days.

MOTION: On Motion of Mike Walls, 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 Table the Resolution to gather more information from the MPPDC meeting on September 27th, 2023. This will be a part of the October 24th, 2023 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

D. Radio Tower Update

There is an additional \$81,296.00 repair needed for the radio towers. Ms. Wilson asked for a vote to use the money from the fund balance to pay for repairs.

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 using fund balance to pay for repairs. Let the record reflect that Ms. Wilson will have a meeting with the contractor and ask for a timeline of completion in writing.

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

Ramona Wilson, County Administrator, read a statement from the Norfolk Hub (Norfolk Police Department) that Major April Edwards was honored with the Public Service Award from the USDOJ for her investigative work in the Chapel Neck shooter case in November, 2020. The article is the original packet.

- 14. 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 - Shawn Cosby Proclamation. The supervisors would like to have Mr. Cosby here to present him with the proclamation.

Supervisor Hudgins was out during the tropical storm in the morning hours during the highest tide to assess the need for high water signs and arranged with the YMCA to be open as a shelter.

Mr. Walls complimented Facility Manager, Tim Tillage on the improvements being made throughout the courthouse and some of the Public Access areas.

Mr. Jones asked if the invoice had been divided for pump and haul (75% to HITW and 25% to the County). The audio was played from the Board Retreat held on June 12, 2013 regarding Tin Can Alley.

MOTION: On Motion of Mike Walls, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Approve directing the county attorney to move forward with reinstating the matter Mathews vs Eubank and the county file a motion to amend the order filed April 3rd, 2019

Roll Call Vote:
Paul Hudgins, Vice Chair - Aye
Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Chairperson - Aye

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

Ronnie Lewis

President, MVFD

Asked if the meeting could be held on October 11th, 2023 at 6:00 pm. (Tentative)

16. APPOINTMENTS

A. Parks & Recreation

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Appoint the Amber Moore, Earl Byrum and Jean Howard to the Parks and Recreation Advisory Committee

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

1. Amber Moore

2. Earl Byrum

3. Jean Howard

B. VA250 - Angie Ingram

MOTION: On Motion of Mike Walls, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Appoint Ms. Angie Ingram to the VA250 Committee

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

17. CLOSED MEETING *(if necessary)*

A. Enter Closed Meeting

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

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

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

MOTION: The Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to certify that only matters described were discussed in the closed meeting.

Roll Call Vote:

Paul Hudgins, Vice Chair - I so certify

Jackie Ingram, Supervisor - I so certify

Melissa Mason, Supervisor - I so certify

Mike Walls, Supervisor - I so certify

David Jones, Chairperson - I so certify

- C. Action on Closed Matters (if necessary)

MOTION: On Motion of Jackie Ingram, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Approve the County Administrator send a Demand Letter to the Hole in The Wall Grill.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

18. ADJOURNMENT

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - 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

Dave Jones, Chairman
Mathews County Board of Supervisors

Ramona Wilson, County Administrator
Clerk to the Board

Judi Green, Senior Executive Associate
Deputy Clerk to the Board