



Mathews County Board of Supervisors

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

Tuesday, November 14, 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. The Rev. Gary Barker is expected to provide the invocation
Rev. Barker provided the invocation.

3. PLEDGE OF ALLEGIANCE

The pledge of allegiance was followed by a moment of silence for our fallen soldiers.

4. ROLL CALL / ESTABLISHMENT OF A QUORUM

Board of Supervisors Members	Vice-Chair Paul Hudgins
Present:	Supervisor Jackie Ingram
	Supervisor Melissa Mason
	Chairman Dave Jones

Board of Supervisors Members	Mike Walls
Absent:	

Staff Present:	Mrs. Ramona Wilson, County Administrator, Clerk
	Mrs. Judi Green, Senior Executive and Deputy Clerk to the Board
	James Knighton, Director of Planning & Zoning
	Tim Tillage, Facilities Manager

5. APPROVAL OF AGENDA

Paul Hudgins requested an amendment to the agenda adding line item 9.A.3 under department reports.

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - 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
David Jones, Chairperson - Aye

6. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE

- A. Carla Faulkner - 10 years of service.

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

8. CONSENT AGENDA

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - 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
David Jones, Chairperson - Aye

- A. Meeting Minutes

1. Special Called Workshop with the MCVFD, October 19th, 2023.
2. Regularly Scheduled Meeting, October 24th, 2023.

9. REPORTS AND REQUESTS OF BOARDS, DEPARTMENTS, COMMISSIONS AND AGENCIES

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

1. **Application 6-ZA-23:** Text amendment to the zoning ordinance, §175-15.23 Special Regulations for Therapeutic Massage Facilities, initiated by a motion of the Planning Commission, to add VMU to the existing language. **DOCUMENTATION TO FOLLOW AFTER PLANNING MEETING ACTIONS ARE TAKEN ON 11.19.2023**

MOTION: On Motion of Melissa Mason, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 3-1-0 as follows: Jackie Ingram, Melissa Mason, Dave Jones - aye; Paul Hudgins - nay; to Approve Application 6-ZA-23 as presented.

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

2. **Application 2-CUP-23:** Request from Rad, LLC for a Conditional Use Permit per Section 175-24.4 (A) of the Mathews County Zoning Ordinance to construct a twelve (12) one bedroom dwelling unit apartment complex on parcels 26A3 (A) 98 and 26A3 (27) A. Apartment houses are use permitted by right in the Village Mixed Use zoning district provided there are no more than 6 dwelling units per acre, additional units may be requested through a conditional use permit. This parcel is in the Village Mixed Use (VMU) district. **DOCUMENTATION TO FOLLOW AFTER PLANNING MEETING ACTIONS ARE TAKEN ON 11.19.2023**

Rev. Dr. Mason expressed her concern about the rent charges being high for this area. She feels a certain percentage should be offered to LMI (Low to Moderate Income) individuals.

Prohibits of skating (ask James) Condition 13 and the 36 months verbiage.

MOTION: On Motion of Paul Hudgins, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 3-1-0 as follows: Paul Hudgins, Jackie Ingram, Dave Jones - aye; Melissa Mason - nay; to Approve the application as amended.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Nay

David Jones, Chairperson - Aye

9.A.3 Application 5-CUP-22

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to Approve the application as presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

David Jones, Chairperson - Aye

- B. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair
Ms. Rowe shared information on checking your internet speed. Brochures were made available to the public as well as online.
- C. Park and Recreation Advisory Commission: Nick Koch, Vice Chair, Carlos Morales, Pickleball Ambassador

10. UNFINISHED BUSINESS

- A. Proposed Ordinance 23-05, Parks and Recreation

MOTION: On Motion of Melissa Mason, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to Approve Ordinance 23-05 as presented.

Roll Call Vote:

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

11. NEW BUSINESS

A. Memorandum of Understanding: Department of Social Services Spare Office

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to Approve the Memorandum of Understanding as presented.

Roll Call Vote:

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

B. Economic Development Authority: Bond Resolution

Kevin White from Butler-Snow provided the details of the Bond Resolution for Trinity Episcopal School in Richmond, VA. (see video link for full discussion). Rev. Dr. Mason asked Mr. White to explain the process and liability to the citizens and board. The bank lending the funds to Trinity Episcopal School is Towne Bank. Mathews County acts as a pass through for the funds. This allows for lower interest rates. The county is eligible to earn approximately \$6,000.00 per year to the EDA for the term of the loan. County Administrator Ramona Wislon asked if this could be tabled for 30 days - Chairperson Jones recommended that it be tabled as well.

MOTION: On Motion of Melissa Mason, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 2-2-0 as follows: Melissa Mason, Dave Jones - aye; Paul Hudgins, Jackie Ingram - nay; to Table the Resolution until our next meeting. Chairperson Jones stated the motion died on the vine.

Roll Call Vote:

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

MOTION: On Motion of Melissa Mason, seconded by None, the Mathews County Board of Supervisors voted 0-0-0 as follows: None - aye; None - nay; to Approve the Bond Resolution

Roll Call Vote:

Paul Hudgins, Vice Chair
Jackie Ingram, Supervisor
Melissa Mason, Supervisor
David Jones, Chairperson

C. FY24 Budget Amendment

County Administrator, Ramona Wilson explained the amendment presentation that was posted in the original packet.

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones -

aye; None - nay; to Approve the amendment as presented.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

David Jones, Chairperson - Aye

12. COUNTY ADMINISTRATOR'S REPORT

A. Other Reports and Financials

B. Community News and Events

1. Army Corps of Engineers re: Dredging Update on Projects

The County Administrator, Ramona Wislon, provided updates on the following Dredging Projects: Davis Creek, Milford Haven and Winter Harbor. [PowerPoint can be found here.](#)

13. 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.*

There were no supervisor reports for this month.

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

Tom Bowen

Mathews, VA

In support of the pickle ball court, maybe consider the amount of parking required.

Randall Dobson

Cobbs Creek, VA

Asked about the light on the Bohannon tower, the EDA bond request should be reconsidered, free money for the county.

15. APPOINTMENTS

A. Community Policy Management Team - David S. Daniel, Ed.D

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to Appoint Dr. David Daniels to the Community Policy Management Team.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

David Jones, Chairperson - Aye

B. There will be a vacancy on the Community Services Board after December 21, 2023. Applications are available online or you can get one while you are here.

16. PRESS CORRECTIONS AND CLARIFICATIONS (if necessary)

17. CLOSED MEETING *(if necessary)*

A. Enter Closed Meeting

Chairperson Jones asked the record to reflect that he would recuse himself from the portion of the closed session pertaining to

Va. Code § 2.2-3711(A)(8) for consultation with legal counsel regarding specific matters requiring legal advice; Mathews County v. JB Property LLC/JB Property LLC v. Mathews County.

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, 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

David Jones, Chairperson - Aye

There will be a short recess before entering into closed session.

1. VA. Code § 2.2-3711(A)(1) Discussion, consideration, or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body;
2. Va. Code § 2.2-3711(A)(8) for consultation with legal counsel regarding specific matters requiring legal advice;
Mathews County v. JB Property LLC/JB Property LLC v. Mathews County.

B. Return to Open Meeting

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, 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

David Jones, Chairperson - Aye

MOTION: the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to certify the closed meeting

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

David Jones, Chairperson- Aye (certified the portion of closed session pertaining to VA. Code § 2.2-3711(A)(1))

C. Action on Closed Matters (if necessary)

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to approve the amendment in the employment contract between Mathews County and Ramona G. Wilson, County Administrator, in section three, paragraph a to change the severance period from six months to 24 months.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, 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 4-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; None - nay; to Adjourn. Our next regularly scheduled meeting will be on December 19th, 2023 at 6:00 PM in the Historic Courthouse.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, 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