



Mathews County Board of Supervisors

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

Tuesday, December 19, 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.

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 and Deputy Clerk to the Board
James Knighton, Director of Planning & Zoning

5. APPROVAL OF AGENDA

Add line item 17A2 to include the ongoing IT investigation due to new information.

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 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. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE

Ms. Faulkner and Mr. Bowen were presented with certificates of appreciation for their service to the Citizens of Mathews County. Outgoing supervisors Jackie Ingran, Paul Hudgins and Melissa Mason were presented with service plaques and a proclamation thanking them for their service to the citizens of Mathews County for the past four years.

- A. Carla Faulkner - Director of Elections & Voter Registrar, 10 years of Service
- B. Tom Bowen, Commonwealth Attorney - Retirement
- C. Ms. Jackie Ingram, 4 years of Service as a Member of the Board of Supervisors
- D. Rev. Dr. Melissa Mason, 4 years of Service as a Member of the Board of Supervisors
- E. Mr. Paul Hudgins, Vice-Chair, 4 years of Service as a Member of the Board of Supervisors

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

John Priest, MCSB

The CLEO board (Bay Consortitorium Workforce) will need the BOS to appoint a representative to the board. His recommendation would be Mari Gibbs.

Dee Russell

Hudgins, VA still feels that county property should remain with the county. [Link to view full comment](#)

Josie Thorpe

271 Queens Creek Rd.

Thanked all the board members and Carla Faulkner for their service.

Bobby Dobson

Cobbs Creek, VA

Feels as if they should have saved the monument when they had the opportunity.

Tom Bowen

Mathews, VA

Spoke about a binding referendum that will keep the monument as is, the only way the monument could ever be moved would be by the citizens of the county voting to do so.

Donna Machen

Foster, VA

Merry Christmas wishes.

Sharon Frye

She shared appreciation for the supervisors, the MHS band is wonderful, and wants everyone to know.

Also hoping for unity and no more division in 2024.

A. T. Broderson submission

B. C. Bridge submission

8. **CONSENT AGENDA**

Mr. Walls asked what equipment did we sell for salvage.

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 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 Approval: November 14th, 2023 Regularly Scheduled Meeting.

B. Supplemental Appropriations

1. Royce Publications Donation to Mathews Sheriff's Office (Police Supplies)- \$2,000.00
Sale & Salvage Property supplement the Maintenance Dept. Budget (Port Fun Maint.) - \$8,320.00
2. Correction. It was originally moved to Buildings & Grounds, and should have been the Building Official Department. *Original transfer approved by BOS September 23, 2023 - \$54,765.00
Emergency Procurement for Sheriff's Office VXRail Storage Upgrade - \$21,612.84

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

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

1. Application 7-ZA-23: Amend Sections 175-2.2 Definitions, 175-8.2 Business-1, Permitted Uses, 175-9.2 Business-2 Uses permitted by right, 175-10.2 Industrial Uses permitted by right, 175-15 Supplemental district regulations and 175-24.2 Village of the Mathews County Zoning Ordinance and add Section 175-15.30 as it pertains to special regulations for mobile food vendors as uses permitted by right in the Business-1 (B-1), Business-2 (B-2), Industrial (I) and Village Mixed Use (VMU) Zoning Districts.

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 Approve application 7-ZA-23 text amendments.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

2. VDOT SMART Portal- Pre-Scoping Projects

Mr. Knighton shared the information on the screen (links were included in the original packet).

B. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair, and Jon Morr, Building Official, to provide an update on Tower Lights.

Ms. Rowe and Mr. Morr gave updates regarding the tower light and Broadband Project status.

C. Brenden Rivenbark, Chief Operating Officer, Three Rivers Health District

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 Approve the rollover of unused funds.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

10. UNFINISHED BUSINESS

11. NEW BUSINESS

A. The organizational meeting date is scheduled for Wednesday, January 3rd, 2024 at 1:00 pm in the Historic Courthouse. The FOIA and COIA sessions will take place before the meeting beginning at 12:00 pm.

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 Approve the Organizational meeting and training date and time 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. FY24-25 Proposed Budget Schedule

Due to the possibility of the meeting day for 2024 being changed, the budget calendar will be discussed at the organizational meeting.

C. NOAA Weather Data Collector on New Point Lighthouse

The motion was approved to install the collector on the ground.

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 Approve the GROUND installation of the NOAA Weather Data Collector at the New Point Lighthouse.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Chairman - Aye

12. COUNTY ADMINISTRATOR'S REPORT

A. Other Reports and Financials

B. Radio Tower Update

C. News and Events

1. New Point Comfort Lighthouse Merit Award

2. RAVE and Smart 911 Update

Ramona Wilson, County Administrator, explained as required by Virginia Code § 15.2-2511 that our Audit results will not be completed until December 31st, 2023. This delays in preparing the audit were due to implementation of recent GASB 96 pronouncements.

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.*

Supervisor Walls made the motion to appoint Mari Gibbs to the CLEO board. There was no second. The current outstanding balance for the pump and haul at the Hole In The Wall is \$20,483.00

Supervisor Hudgins stated that it has been a pleasure to serve the people of Mathews County, it has not always been easy. However, he enjoyed his time on the board.

Chairperson Jones expressed that he has enjoyed serving as the Chairperson alongside the current board. His hope is that we all leave here better people this evening.

Supervisor Mason expressed what an interesting four years it had been and, even with the rough moments, she would not trade it for anything.

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

John Priest, MCSB

Please do not delay lighting up the towers to avoid any air tragedies.

Bobby Dobson

Cobbs Creek, VA

The previous laws to protect monuments have not worked. Hopefully, we can protect the one in Mathews

County.

15. PRESS CORRECTIONS AND CLARIFICATIONS (if necessary)

16. APPOINTMENTS

A. Reappointment of Richard Hicks, Board of Building Appeals

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 reappointment of Mr. Richard Hicks to the Board of Building Appeals. His term will expire on December 31st, 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

MOTION: On Motion of Mike Walls, 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 Approve the reappointment of Mr. Sterling Hudgins to the Board of Building Appeals. His term will expire on December 31st, 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. Ms. Patricia Stall has resigned from the Planning Commission. Currently, we have three applications on file for consideration: Brian Russell, James Meade and Jennifer Wimmer. The four applicants are Mr. Brian Russell, Mr. James Meade, Ms. Jennifer Wimmer and Rev. Dr. Melissa Mason

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 appointment of Mr. James Meade to the Planning Commission to fill the unexpired term of Patricia Stall that expires on December 31st, 2026.

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. Tom Robinson submitted a letter of resignation from the Board of Zoning Appeals on 12.5.2023. Currently, we have three applications on file for recommendation to the Circuit Court Judge: Mr. Scott Gibbs, Mr. James Meade and Mr. Mark Lenz.

The three applicants are Mr. Scott Gibbs, Mr. James Meade and Mr. Mark Lenz for

recommendation to the Circuit Court Judge for appointment to the Board of Zoning Appeals.

MOTION: On Motion of Paul Hudgins, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 4-1-0 as follows: Paul Hudgins, Jackie Ingram, Mike Walls, Dave Jones - aye; Melissa Mason, - nay; to approve the recommendation of Mr. Mark Lenz to the Board of Zoning Appeals.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor -Nay

Mike Walls, Supervisor - Aye

David Jones, Chairperson - Aye

Supervisor Walls asked if it would be proper to appoint Mr. Scott Gibbs to the Board of Zoning Appeals effective January 1st, 2024 due to the resignation of incoming Supervisor Tim Doss from the Board of Zoning Appeals.

Chairperson Jones stated he could not be appointed effective today but on January 1st, 2024.

Supervisor Walls made the Motion to recommend Mr. Scott Gibbs to the Board of Zoning Appeals.

There was no second, therefore the Motion so died on the vine.

- D. Ms. Edith Turner, reappointment for 2 years remaining on the current term to the MPNNCSB (term to expire December 31st, 2025).

This appointment is baffling to Chairperson Jones due to the clerical error in the paperwork from a previous appointment. Ramona Wilson, County Administrator, stated that this is just for clarification due to no action being taken at the December 2022 meeting to reappoint Ms. Turner. Her term is due to expire on December 31st, 2025. Chairperson Jones would like to look at the application again for certainty. No action was taken.

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

A. Enter Closed Meeting

1. Per §2.2-3711 (A)(1) of the Code of Virginia, 1950, as amended, for the 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.

§2.2-3705.2 (14)(b) of the Code of Virginia, 1950, as amended, regarding new information as it relates to specific cybersecurity threats or vulnerabilities, where discussion in an open meeting would jeopardize the security of any facility, building, structure, information technology system, or software program.

As amended in line item 5, approval

2.2-3711A (19) Discussion of specific cybersecurity threats or vulnerabilities and briefings by staff members, related to a specific cybersecurity breach where discussion in an open meeting would jeopardize an ongoing investigation.

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 Approve entering in closed session

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - 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, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Certify 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 Certify

David Jones, Chairperson - I Certify

C. Action on Closed Matters (if necessary)

18. ADJOURNMENT

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, Mike Walls, Melissa Mason and 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, Chairperson
Mathews County Board of Supervisors



Ramona Wilson, County Administrator
Clerk to the Board

Judi Green, Senior Executive Associate
Deputy Clerk to the Board