



Mathews County Board of Supervisors

Annual Organizational Meeting
Historic Courthouse
27 Court Street, Mathews, VA 23109

Wednesday, January 3, 2024 at 1:00 PM

MINUTES

1. CALL TO ORDER

The meeting was called to order by Chairperson Jones at 1:00 pm.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL / ESTABLISHMENT OF A QUORUM

Board of Supervisors Members Present: Supervisor Mike Walls
Chairman Dave Jones
Supervisor Tim Doss
Supervisor Janice Phillips
Supervisor Tom Bowen

Board of Supervisors Members Absent:

Staff Present: Ms. Ramona Wilson, County Administrator, Clerk
Ms. Judi Green, Senior Executive, Deputy Clerk
Ms. Andrea G. Erard, Esq., County Attorney

4. APPROVAL OF AGENDA

Supervisor Walls requested a change to the Closed Meeting Session to remove 384 Old Ferry Rd., and add Personnel Matters. Supervisor Bowen suggested that, moving forward, the supervisors speak with the County attorney to verify the closed session language is correct. Mr. Walls stated that he raised concerns in October about the Emergency Services Coordinator working full time in another locality and in November the County Administration made changes to her severance package. Chairperson Jones handed out information regarding 384 Old Ferry Rd. (this has been posted to the meeting portal). After discussion, Andrea Erard, County Attorney, stated that the subject was not covered under the Virginia State code 2.2-3711(A)1 exception. Supervisor Walls strongly disagrees with this as it was discussed in November. However, Ms. Erard stated she did not craft that motion and could not answer that question.

MOTION: On Motion of Mike Walls, seconded by Tim Doss, the Mathews County Board of Supervisors voted 2-3-0 as follows: Mike Walls, Dave Jones - aye; Tim Doss, Janice Phillips, Tom Bowen - nay; to Amend the agenda

Roll Call Vote:

Tim Doss, Vice Chair -Nay
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Nay
Janice Phillips, Chairperson - Nay

To remove the Closed Session Line items, add two Citizen Comments (line items 9 and 14), Supervisors Report (line item 12) and 10.A., line 6 (a) and (b)

MOTION: On Motion of Tom Bowen, seconded by Tim Doss, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Approve the Agenda as presented.

Roll Call Vote:
Tim Doss, Supervisor - Aye
Mike Walls, Supervisor - Aye
Janice Phillips, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Dave Jones, Chairperson - Aye

5. NOMINATION FOR AND ELECTION OF CHAIRPERSON

Supervisor Doss nominated Ms. Janice Phillips as Chairperson. There were no other nominations presented.

The Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Elect Ms. Janice Phillips as the 2024 Board of Supervisors Chairperson.

Roll Call Vote:
Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

A.

- Floor Opened for Nomination
- Nominations do not require a second
- Nominees are voted on in the order in which they are nominated. The first nominee to receive a majority vote wins

6. NEWLY ELECTED CHAIRPERSON PRESIDES OVER MEETING

7. SPECIAL PRESENTATION

Chairperson Phillips presented the Resolution of Appreciation as read by Ramona Wilson, County Administrator.

A. Resolution of Appreciation for David Jones, 2023 Chairperson

MOTION: On Motion of Tim Doss, seconded by Tom Bowen, the Mathews County Board of Supervisors voted 4-0-1 as follows: Mike Walls, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; Dave Jones - abs. to Approve the COMMENT.

Roll Call Vote:
Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Abs.
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

8. NOMINATION FOR AND ELECTION OF VICE-CHAIR

Supervisor Bowen nominated Supervisor Doss as Vice-Chair.

MOTION: On Motion of Tom Bowen, seconded by Dave Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Elect Supervisor Doss as the 2024 Board of Supervisors Vice-Chair.

Roll Call Vote:
Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

A.

- Floor Opened for Nominations
- Nominations do not require a second
- Nominees are voted on in the order in which they are nominated. The first nominee to receive a majority vote wins

9. OPPORTUNITY FOR CITIZEN COMMENTS

10. ORGANIZATIONAL MATTERS

A.

1. Code of Ethics (Adoption)
2. Bylaws (Adoption)
3. Appointment of Clerk and Deputy Clerk to the Board
4. 2024 Board of Supervisors Regular Meeting Schedule
5. FY24-25 Budget Calendar
6. Board of Supervisors and County Administrator 2024 Appointments to Boards and Commissions (Attached)
 - a. Hole in The Wall Committee
 - b. Direct County Attorney to Manage Outside Counsel
7. 2024 State Holiday Schedule (Attached - see highlighted requests)
8. Strategic Planning Meeting Discussion (proposed for July, after the FY24-25 budget is adopted)
9. VACo Events

CODE OF ETHICS

Line 12, additional verbiage added and approved as follows: Conduct all business in a professional and courteous manner.

MOTION: On Motion of Tim Doss, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Approve the amendments line 12 as presented.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

BYLAWS (ADOPTION)

MOTION: On Motion of Mike Walls, seconded by Dave Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Table the approval of the proposed changes to the bylaws until our next meeting.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

APPOINTMENT OF CLERK AND DEPUTY CLERK TO THE BOARD

MOTION: On Motion of Tom Bowen, seconded by Dave Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Appoint Ramona Wilson, County Administor as Clerk to the Board and Judi Green, Senior Executive, as Deputy Clerk to the Board.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

2024 BOARD OF SUPERVISORS REGULAR MEETING SCHEDULE

MOTION: On Motion of Dave Jones, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Approve the 2024 Regularly Scheduled Meetings of the Board to the third Thursday of each month. The primary reason for the change is to allow the County Attorney to attend the meetings.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

FY24-25 BUDGET CALENDAR

MOTION: On Motion of Tom Bowen, seconded by Tim Doss, the Mathews County Board of Supervisors voted 5-0-0 as follows: Tim Doss, Mike Walls, Dave Jones, Tom Bowen, Janice Phillips, - aye; None - nay; to Approve the FY24-25 Budget Calendar as presented.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

BOARD OF SUPERVISORS AND COUNTY ADMINISTRATOR 2024 **APPOINTMENTS TO BOARDS AND COMMISSIONS** ([Attached](#))

a. **Hole in The Wall Committee** - Supervisor Bowen opened the discussion by asking for an update on the expenses for legal council regarding the current litigation. Supervisor Walls stated in the last update he received the total spent on the Board of Zoning Appeals and the unsafe structural evaluation results. Supervisor Bowen suggested we "pause" this litigation to prevent further "bleeding-out". He did not suggest we stop the litigation, just pause it to see if we can come to an agreement. The Hole in the Wall Committee that was formed in January 2022 was made up of Supervisor Jones and Supervisor Walls, who are currently named as defendants in the \$11,000,000.00 lawsuit. It would be hard to resolve anything with that committee with the plaintiff if the members are the defendants. Supervisor Walls said he is not concerned about the lawsuit at all, since the facts aren't correct. Supervisor Jones stated that there is a floodplain ordinance that requires that before a certificate of occupancy can be issued for a structural engineer to inspect the property, since it is not residential. This is a federal requirement that was never complied with. This is a safety issue and the county is liable as the owners. Supervisor Bowen agrees that public safety is the number one priority and feels as though the current litigation is causing a delay in the repairs.

MOTION: On Motion of Tom Bowen, seconded by Tim Doss, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Approve the abolition the Hole in the Wall subcommittee that was established in 2022.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

b. Direct County Attorney to Manage Outside Council

MOTION: On Motion of Tom Bowen, seconded by Tim Doss, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom

Bowen - aye; None - nay; Approve the following: to direct the County Attorney in consultation with the County Administrator to manage the engagement of outside council in terms of providing direction and minimizing the cost to the county of legal fees.

Roll Call Vote:

Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

MOTION: On Motion of Tim Doss, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; Approve the following: to appoint Supervisor Bowen to explore the possible resolution to all matters regarding the Hole In the Wall.

Roll Call Vote:

Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

2024 State Holiday Schedule (Attached - see highlighted requests)

MOTION: On Motion of Tim Doss, seconded by Tom Bowen, the Mathews County Board of Supervisors voted 2-3-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; Approve the state calendar with the two additional days off for all county team members as requested by the County Administrator. **(Defeated)**

Roll Call Vote:

Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor -Nay
Dave Jones, Supervisor -Nay
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson -Nay

MOTION: On Motion of Mike Walls, seconded by Dave Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; Approve the State Holiday Schedule as presented.

Roll Call Vote:

Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor -Aye
Dave Jones, Supervisor -Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson -Aye

Strategic Planning Meeting Discussion (proposed for July, after the FY24-25 budget is adopted)

Ramona Wilson, County Administrator, wanted to start the process of Strategic Planning in July, once the budget has been adopted.

VACo Events

11. BROADBAND ADVISORY COMMITTEE DISCUSSION

There is a meeting on January 10th, 2023 to discuss the current contract with Broadband Telecom

12. SUPERVISORS REPORT

Supervisor Bowen is looking forward to serving the citizens of Mathews County. He feels with all sincerity that all five members want what is best for the county and its citizens. i am looking forward to getting citizen input before the next meeting.

Supervisor Doss had an idea for several items to focus on, such as the firehouse, the school system and the buildings in need of repair. I believe we can successfully navigate through it and keep our taxes as reasonable as we possibly can by working as a team. On the day the election was over, Supervisor Jones congratulated me, shook my hand and said the election is behind us, Let's work together forward. That is what we all want to do, and I believe the five of us should never agree. That is not possible. As long as we all have a goal and that is what is best for the county. It's my hope that when Supervisors Jones and Walls terms are up that the citizens will want them to run again and the same for the three new members. Supervisor Jones began by welcoming the new board members. There will always be challenges when a new board is elected to the county. I have taken a lot of time to learn all I can over the past two years. To Mr. Bowens point, water is just as important in our village area as Broadband. If we disagree, then we disagree and we move on.

Supervisor Walls welcomed the new members to the Board. He agrees that we all have a big job in front of us and the past two years have not been easy.

Chairperson Phillips started by saying she was honored to be in her position. I am a big advocate for our schools, they are the economic driver for our community and feels goods about our new superintendent. We are going to have a very busy year and hopes the citizens will be involved!

13. APPOINTMENTS (CITIZENS)

A. Middle Peninsula Community Service Board

MOTION: On Motion of Tom Bowen, seconded by Tim Doss, the Mathews County Board of Supervisors voted 3-2-0 as follows: Tim Doss, Janice Phillips, Tom Bowen - aye; Mike Walls, Dave Jones - nay; to reappoint Ms. Edith Turner to complete her 3-year term which will expire on December 31st, 2025.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Nay

Dave Jones, Supervisor -Nay

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

14. OPPORTUNITY FOR CITIZEN COMMENTS

Bobby Dobson

Cobbs Creek, VA

There is a need to hire an individual to help find businesses that want to come to our community.

15. ADJOURNMENT

MOTION: On Motion of Tim Doss, seconded by Dave Jones, the Mathews County Board of Supervisors voted by acclamation 5-0-0 as follows: Mike Walls, Dave Jones, Tim Doss, Janice Phillips, Tom Bowen - aye; None - nay; to Adjourn

Roll Call Vote:

Tim Doss, Vice Chair - Aye
Mike Walls, Supervisor - Aye
Dave Jones, Supervisor - Aye
Tom Bowen, Supervisor - Aye
Janice Phillips, Chairperson - Aye

Janice Phillips, Chairperson
Mathews County Board of Supervisors

Ramona Wilson, PE, MPA
County Administrator, Clerk to the Board

Judi Green, Senior Executive,
Deputy Clerk to the Board