



Mathews County Board of Supervisors

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

Thursday, April 18, 2024 at 6:00 PM

MINUTES

1. CALL TO ORDER

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: Supervisor Mike Walls
Supervisor Dave Jones
Vice-Chair Tim Doss
Supervisor Janice Phillips
Supervisor Tom Bowen

Board of Supervisors Members Absent:

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

5. APPROVAL OF AGENDA

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 agenda as amended to change the Closed Session Verbiage to the following: Virginia Code section 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;

Roll Call Vote:

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

6. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE

- A. April 14th-20th, 2024, Animal Control Appreciation Week
[Animal Control Week Resolution, 2024](#)
- B. Recognition of Sue Haywood's Retirement after 22 years of Service in the Building Officials Office.
[Recognition of Sue Haywood's Retirement](#)

7. SPECIAL PRESENTATION

- A. Mathews County Sheriff's Office
Sheriff April Edwards, along with the MVRs, recognized the unwavering commitment of Deputy Sheriff Bryan Longest. [Letter of Recognition](#)

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

Richard Hicks
Hudgins, VA

Hole in The Wall re: No request for CIP funds to make repairs of sewage to Hole in The Wall

Dee Russell
Hudgins, VA
Thank you for placing the cushions on the benches.

Josie Thorpe
Hallieford, VA
May Faire Brochures are ready and can be picked up at the Museum.

Scotty Bergman
MVRs
Thanked the Board for always supporting the Rescue Squad and new mandates coming down on medication charges for Rescue Squad.

Bobby Dobson
Cobbs Creek, VA
Invite to the Gazebo at May Faire at 15:30 to hear the Fife and Drum and on May 15th there will be a concert on the Green. (VA250 Events)

9. PUBLIC HEARINGS

- A. Ordinance No. 24-02 Amends The Mathews County Wetlands Code Chapter § 166-6. Public Hearing On Application; Notice, To Change The Notice Requirements For Public Hearings

The County Attorney will review the Ordinance language regarding Public Notice. Supervisor Bowen suggested removing the language "fails to publish".

- B. Pursuant to Sections 15.2-2503, 15.2-2506, and 22.1-93 and 58.1-3007 of the Code of Virginia, 1950, as amended, the Mathews County Board of Supervisors will hold a public hearing on the proposed budget for Fiscal Year 2024 – 2025

10. **CONSENT AGENDA**

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 Consent Agenda as Amended to remove item K (Dedication to Excellence).

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. Meeting Minutes

- 1. Board of Supervisors Budget Work Session, Presentation of DRAFT FY25 Budget - March 14, 2024
- 2. Board of Supervisors Regularly Scheduled Meeting - March 21, 2024

B. Supplemental Appropriations

- 1. Port Fun Improvement Supplement from Salvage Sale: \$2,293.80 and Insurance Recoveries re: Additional Funds received for Totaled Sheriff's Vehicle - \$1,539.11

C. Resolution of Support, MayFaire 2024

D. Maritime Museum Lease Renewal

E. Schedule a Public Hearing re: Transfer of Property to the New Point Fire Station

F. Schedule a Public Hearing re: Tax Relief for Elderly and Disabled Income Limits Adjustment

G. Schedule a Public Hearing re: Abandoned Boat Ordinance Text Amendment

H. Resolution 2024-15 re: Child Abuse Prevention Month, April 2024

I. May 5th through May 11th, 2024 is Municipal Clerks Week.

- J. The week of April 14th-20th is E911 National Public Safety Telecommunications Week.
- K. Updated Boards and Committee Procedures and Dedication to Excellence
- L. MCPS Transfer Funds Resolution

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

- A. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair
MOTION: On Motion of Tim Doss, seconded by Tom Bowen, 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 Authorize moving forward with the Grant Application as shared by the Broadband Advisory 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
- B. Mathews County Facilities and Grounds Department: Tim Tillage, Manager
A request was made to find out from Dominion Power how many light poles the County pays a monthly charge for.

12. UNFINISHED BUSINESS

- A. Concealed Handgun Permit Fee Correction re: Resolution 2024-11 (Current Resolution Attached)
The concealed carry permit resolution 2024-11 was amended to reduce the fee from \$50.00 to \$15.00. [Link to Amended Resolution](#)

MOTION: On Motion of Tom Bowen, 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 Resolution as Amended.

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

13. NEW BUSINESS

- A. Budget Amendment #4

MOTION: On Motion of Tim Doss, 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 Approve the Budget Amendment #4 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

14. COUNTY ADMINISTRATOR'S REPORT

A. Other Reports and Financials

1. VA250 Committee Introduction Letter

2. Bay Aging Audit Report

B. Court Green Landscape Committee

Mr. Stan Grice has collaborated with the Mathews Main Street Committee, Mathews Virginia Cooperative Extension and the Mathews Master Gardener's, and together they prepared a detailed proposal for the drainage at Court Green Square, and have formed a committee to fund the Court Green initiative.

C. Smart Poles Update

Currently, there are 8 Smart-Poles throughout the county. It is the County's intention to re-purpose them if possible since this provides a critical service to the citizens. The board agreed to continue the service at the reduced price offered.

D. Current Job Openings

E. Emergency Operations Center Update

Tabled until next month.

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.*

Vice-Chair Doss requested the board's consideration to change the name of Emergency Services to Emergency Management to be more in accordance with the state.

Supervisor Walls provided an update on the dredging at the Hole in The Wall. He and Supervisor Jones attended a meeting with the Coast Guard auxiliary re: Reclaiming the Aids to Navigation.

Supervisor Bowen updates on Hole In the Wall Septic re: discussions with Health Department. Parks & Rec. Surveying and reviewing all water access sites in the county for use, a community pool and the acreage behind Liberty Square for a new park.

Supervisor Jones discussed his concerns regarding remote access to employees' computers and the

network. The fireworks' committee has requested a rain date. The application is currently with Sheriff Edwards. The suggestion was made to utilize the CERT Team. Chairperson Phillips explained the use of Mobi-Mats for beach access. The fireworks' committee has also requested that the county take over their bank account. There is a need to establish a finance committee so that we can implement finance policy and guidelines. Citizens were encouraged to apply for the committee.

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

Bobby Dobson
Cobbs Creek

Asked for clarification regarding the funds sent to the YMCA for Emergency Operation Center, this was actually for an Emergency Shelter.

Josie Thorpe
Hallieford, VA

In support of another full-time person at the Registrar's office.

Judy Rowe
Gwynn, VA

I hope the tennis courts will be fixed, and very supportive of an indoor pool.

Randall Dobson
Cobbs Creek, VA

The board has a lot on their plates, Roane Pt. is not suitable for kayak launch. Thanked the board for doing their due diligence.

Dee Russell
Hudgins, VA

An emergency center is huge for our community, the proposed temporary location is a suitable space.

17. CLOSED SESSION

A. Enter Closed Meeting

1. I move to go into closed meeting pursuant to Virginia Code section 2.2-3711(A)(1) for the discussion of the performance and job responsibilities of a specific employee, an appointment to the Wetlands Board, and an interim zoning administrator; and pursuant to Virginia Code section 2.2-3711(A)(8) for the provision of legal advice regarding a personnel matter.

Amended Script

§2.2-3711 (A) (1) of the Code of Virginia, 1950, as amended, for 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; Discussion of Specific Employees, and Wetlands Board Appointment.

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 Enter Closed Session

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

2. Return to Open Session

MOTION: On Motion of Tim Doss, seconded by Tom Bowen, 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 Certify the closed meeting

Roll Call Vote:

Tim Doss, Vice Chair - I so Certify

Mike Walls, Supervisor - I so Certify

Dave Jones, Supervisor - I so Certify

Tom Bowen, Supervisor - I so Certify

Janice Phillips, Chairperson - I so Certify

3. Action on Closed Matters (if necessary)

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 Appoint Mr. Richard Marshall to the Wetlands Board whose term will expire on April 30th, 2029

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 Mike Walls, 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 making the Emergency Services Coordinator a full time position and advertise for candidates with a start date of July 1st, 2024.

Roll Call Vote:

Tim Doss, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Tom Bowen, Supervisor - Aye

Janice Phillips, Chairperson - Aye

18. **ADJOURNMENT**

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 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