



## **Mathews County Board of Supervisors**

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

**Thursday, January 16, 2025 at 6:00 PM**

### **MINUTES**

#### **1. CALL TO ORDER**

The meeting was called to order by the chair at 6:00 pm.

#### **2. INVOCATION**

- A. The Rev. DeDe Parrish is expected to provide the Invocation  
The Rev. DeDe Parrish provided the invocation.

#### **3. PLEDGE OF ALLEGIANCE**

#### **4. ROLL CALL / ESTABLISHMENT OF A QUORUM**

Board of Supervisors Members Present: Supervisor Mike Walls  
Supervisor Dave Jones  
Chairperson Tim Doss  
Supervisor Janice Phillips  
Vice-Chair Tom Bowen

Board of Supervisors Members Absent:

Team Members Present: Ms. Ramona Wilson, County Administrator, Clerk  
Ms. Judi Green, Senior Executive, Deputy Clerk  
Ms. Ashley Hubbard, Accounting Analyst  
Ms. Andrea G. Erard, Esq., County Attorney  
Bobby Andrade, Director of Planning  
Joshua Bartlett, Planner

#### **5. APPROVAL OF AGENDA**

**MOTION:** On Motion of Janice Phillips, 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 agenda as amended to add the county attorneys contract under the consent agenda.

**Roll Call Vote:**

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

## 6. SPECIAL PRESENTATION

- A. Robinson, Farmer and Cox - FY24 Final Audit Presentation  
Taylor Stover explained the presentation that was in the published packet. Mr. Stover explained that the results of this report are due each year by December 15th and delays can be caused by waiting for information from some of the other consultants the county uses.
- B. Davenport & Company LLC - Financial Review  
Kyle A. Laux, Senior Vice President explained the presentation and discussed the current and future financial state of the county.

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

Tom Robinson, Mathews Museum

Reminded everyone how important it is to volunteer, and said they are working to bring back the county fair.

Angela Justice  
Buckley Hall Rd.

Is getting the run around from HRSD regarding extremely high water bills for over 1 year, neighbors unknowingly appear to be hooked up to her system. Supervisors Walls & Jones will follow up.

Dee Russell  
Hudgins, VA

Questioned why the same Code of Ethics that was voted 5-0 in 2024 only received a 3-2 vote citing DEI language.

Richard Hicks  
North, VA

Another year and The Hole in The Wall issues have grown, and questioned why Supervisor Phillips signed a contract on her own (this was corrected by Mr. Bowen later)

Greg Cromer  
Aerial Photos

Has several aerial photos of Mathews County - link to web site : [Mathews County Aerial Photos](#)

Sharon Frye  
Port Haywood, VA  
Gwynns Island marker history has become a thorn in the counties side.

## 8. PUBLIC HEARINGS

- A. Mathews County Proposes To Grant An Irrevocable License To Verizon To Co-Locate Wireless Facilities At 94 Cricket Hill Road, Hudgins, Va 23076 For A Period Of Up To 25 Years. Verizon Would Pay \$28,800.00 Annually To Mathews County, With Annual Increases Of 1.5%.

Judy Rowe, BBAB Chair

Very thankful to the members of her board and the team at Verizon Wireless. If we can make this a smooth process, we can continue to bring in revenue.

**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 Approve the Irrevocable License as Presented.

Roll Call Vote:

Tom Bowen, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Janice Phillips, Supervisor - Aye

Tim Doss, Chairperson - Aye

- B. **Application #3-ZA-24:** Text amendment to the Mathews County Zoning Ordinance §175-23.4 Telecommunications Facility Structures Permitted by Zoning District, initiated by a motion of the Planning Commission to add zoning district Residential-2 District (R-2) :

Judy Rowe, BBAB Chair

Thanked Ms. Wilson for her help in getting the Text Amendment done.

**MOTION:** On Motion of Janice Phillips, 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 Adopt Resolution 25-04 as Presented.

**Roll Call Vote:**

Tom Bowen, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Janice Phillips, Supervisor - Aye

Tim Doss, Chairperson - Aye

- C. **Application #11-CUP-24:** Request by WLGEPP Valley View, A Virginia Business Trust, Property Owners and Mathews Solar 1 LLC (Applicant-Leaseholder), for a Conditional Use Permit pursuant to Section §175-5.3 B (28), §175-93-(T) and §175-19.12 of the Mathews County Zoning Ordinance, to allow for the construction of a shared solar garden or solar farm, which is classified as a utility use, major. The subject property is located at 8444 Buckley Hall Road, Mathews, VA 23109. The property is identified as Tax Map Parcels 16-A-26 & 16-1-1 and are zoned Rural (R-U). **(WITHDRAWN BY APPLICANT)**

**Application #12-CUP-24:** Request by Richard and Judy Gayle, Property Owners and Mathews Solar 2, LLC (Applicant-Leaseholder), for a Conditional Use Permit pursuant to Section §175-5.3 (B) (28), §175-9.3 (T) and §175-19.12 of the Mathews County Zoning Ordinance, to allow for the construction of a shared solar garden, or solar farm, which is classified as a utility use, major. The subject properties are located on Church St, Mathews, VA 23109. The properties are identified as Tax Map Parcels 20-A-74 and 20-9-3 zoned Rural (R-U) and Business 2 (B2), respectively. **(WITHDRAWN BY APPLICANT)**

WITHDRAWN BY THE APPLICANT

## 9. CONSENT AGENDA

**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 Consent agenda as amended to include the County Attorneys contract and to remove the E911 Grant for discussion.

**Roll Call Vote:**

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

**MOTION:** On Motion of Janice Phillips, 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 Approve the E911 NG Grant as Presented.

**Roll Call Vote:**

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

A. December 19th, 2024 Meeting Minutes

B. Supplemental Appropriations

1. VA Commission of The Arts Grant re: Bay School of Arts - \$4,500.00

2. Mathews Memorial Library re: Donation Recieved - \$5,000.00

3. E911 NG Grant - \$38,465.52

4. MCSO re: Heat Grant (*Training*) - \$4,513.76

5. Anonymous Donation re: Port Fun - \$12,000.00

C. Transfer Vehicle Title to MVFD

## 10. NEW BUSINESS

A. 25-03 Resolution for Amendment #1 re: Gloucester-Mathews Humane Society Agreement

**MOTION:** On Motion of Janice Phillips, 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 Approve Resolution 25-03 with correction in paragraph 4.

**Roll Call Vote:**

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

**11. COUNTY ADMINISTRATOR'S REPORT**

- A. Other Reports and Financials
- B. Advertise for a Public Hearing on February 20th, 2025 for Permanent Pump and Haul Permit  
Due to legal concerns this will be added to the Closed Meeting discussion.
- C. January 21st, 2025 Joint Work Session with Mathews County School Board, 4:00 PM - 6:00 PM,  
THMS re: Review of 1st Draft Budget

**12. SUPERVISORS' REPORT**

Supervisor Phillips spoke to the Treasurer regarding the process to purchase dog tags. Also thanked the Maintenance Team for doing a great job clearing the parking lots after the snow. During a conversation with the MVFD the need for municipal water for the county is very important. Remember to support our local businesses.

Supervisor Bowen re: Slide 25 of the Davenport Presentation refers to the 3 scenarios presented pertaining to the schools. A majority of the systems are passed their useful life. Mr. Bowen corrected two comments made previously regarding the Real Estate Contract as well as the payment agreement for the contractor at The Hole in The Wall.

Supervisor Jones went into detail about the boiler failure at the school.

**MOTION:** On Motion of Dave Jones, 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 Approve moving forward with recouping the money spent on the NextGen System.

**Roll Call Vote:**

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

Supervisor Walls shared details of several items on the Consent Agenda, a \$12,000.00 anonymous donation to Parks & Rec., and the MVFD needed a new pick-up truck and took a donated vehicle from the county as a cost savings to the county.

Chair Doss - MPRSJB approved its FY25 budget of 11,423,972,000.00 to include Capital Projects. The current MCBOS and MCSB were not involved with the maintenance at the school, this is unfortunately years of neglect. Please attend the meetings so you can be updated on what the needs of the county are. Remember to apply for the many boards and commissions the county offers.

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

Richard Hicks  
North, VA

He would like to see a test done on the tanks at the Hole in The wall to see if the water is going into the ground or the tank.

Penny Pastiva  
Hudgins, VA

Recently submitted an application to serve on Boards and Commissions.

Ronnie Lewis, MVFD Chief

Supervisor Walls asked about using salt water to fight a fire.

Chair Doss wanted to give a shout out to Steve Ray, Assistant Chief who was responsible for getting the emergency boat and an additional \$30,000.00 worth of electronics equipment donated.

Thank you to Mr. Stan Grice and friends for cleaning and organizing the 2nd story of the Historic Courthouse.

Tim Tillage, Facilities Manager

After meeting with a contractor and spending several hours on top of the roof at the school it has been determined that the entire roof does not need to be replaced.

The engineer that performed the previous report for municipal water is going to update the report for the Health Department and once approved, they will help us to obtain grants for the project if the county decides to move forward.

#### 14. CLOSED MEETING

##### A. Enter Closed Meeting

**MOTION:** On Motion of Janice Phillips, 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 Enter Closed Session for the reasons stated on the agenda to include §2.2-3711 (A) (8) Consultation with legal counsel regarding specific legal matter the lease at 384 Old Ferry Rd.

##### **Roll Call Vote:**

Tom Bowen, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Janice Phillips, Supervisor - Aye

Tim Doss, Chairperson - Aye

1. §2.2-3711 (A) (1) for the discussion or consideration of the performance and compensation of a specific part-time employee
2. §2.2-3711(A)(7) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation because such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of Mathews County – Hole in the Wall, LLC v. Mathews County, et. al.; In re: July 12, 2023 Decision of the Mathews BZA

3. §2.2-3711(A)(3) for the discussion or consideration of the acquisition of real property for a public purpose, because discussion in an open meeting would be detrimental to the bargaining position or negotiating strategy of the County - septic field

B. Action on Closed Matters (*if necessary*)

C. Return to Open Meeting

**MOTION:** On Motion of Dave Jones, 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 Return to Open Meeting

**Roll Call Vote:**

Tom Bowen, Vice Chair - I so Certify

Mike Walls, Supervisor - I so Certify

Dave Jones, Supervisor - I so Certify

Janice Phillips, Supervisor - I so Certify

Tim Doss, Chairperson - I so Certify

**15. 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:**

Tom Bowen, Vice Chair - Aye

Mike Walls, Supervisor - Aye

Dave Jones, Supervisor - Aye

Janice Phillips, Supervisor - Aye

Tim Doss, Chairperson - Aye

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Tim Doss, Chairperson  
Mathews County Board of Supervisors

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

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Judi Green, Assistant County Administrator  
Deputy Clerk to the Board