



Mathews County Board of Supervisors

Regular Meeting
Harry M. Ward Auditorium
Mathews High School
9889 Buckley Hall Road
Mathews, VA 23109

Monday, November 22, 2021 at 6:00 PM

MINUTES

1. CALL TO ORDER

2. INVOCATION

A. **Reverend Gary Barker of Kingston Parish Episcopal Church will provide the invocation.**

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL

Board of Supervisors Members
Present:

Michael Rowe, Paul Hudgins, Jackie Ingram, Amy Dubois, Melissa
Mason

Board of Supervisors Members
Absent:

Staff Present:

Mr. Sanford B. Wanner, Interim County Administrator
Mrs. Julie A. Kaylor, Deputy County Administrator/Clerk
Mr. Thomas D. Jenkins, Planning, Zoning and Wetlands Director
Mr. James Knighton, Planner/Wetlands and Marine Projects
Coordinator
Ms. Andrea G. Erard, Esq., County Attorney
Mrs. Judi Green, Deputy Clerk/Office Manager

5. APPROVAL OF AGENDA

Supervisor Hudgins asked why there was only one citizen comment when there are normally two?

MOTION: On Motion of Amy Dubois, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 3-2-0 as follows: Michael Rowe, Melissa Mason, Amy Dubois - aye; Paul Hudgins, Jackie Ingram - nay; to approve the agenda as presented.

Roll Call Vote:

Michael C. Rowe, Chairman - Aye
Melissa Mason, Vice Chair - Aye
Paul Hudgins, Supervisor -Nay
Jackie Ingram, Supervisor -Nay
Amy Dubois, Supervisor - Aye

6. SPECIAL PRESENTATION

A. William & Mary Graduate Students: Resilience Adaptation Feasibility Tool (RAFT) Results

Dr. Wie Yusuf shared the attached presentation explaining the results of the Resilience Adaptation Feasibility Tool (RAFT) study. The goal of RAFT is to help Virginia's coastal localities improve resilience to flooding and other coastal storm hazards while striving to thrive both economically and socially. Supervisor Rowe suggested the possibility of the new BOS forming a committee to follow through with the project.

7. PUBLIC HEARINGS

A. Chapter 166 Wetlands of the Mathews County Code of Ordinances Update

In order to model the changes made by the General Assembly, the following changes and updates were presented for approval of the Permitted Uses and activities Section §166-3 :

Added: L. The construction of living shoreline projects authorized pursuant to a general permit developed under subsection B of § 28.2 -104.1 of the Code of Virginia.

§166-4 (4) A statement indicating whether use of a living shoreline as defined in § 28.2 -104.1 for shoreline management practice is not suitable, including reasons for the determination: (by adding this line item numbers 4-12 subsequently changed to 5-13)

Section §166-9 (the following was added to the end of section) (4) A statement indicating whether use of a living shoreline as defined in § 28.2 -104.1 for a shoreline management practice is not suitable, including reasons for the determination;

After the rules for conduct were read by Supervisor Rowe there were no final / further comments.

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Michael Rowe, Melissa Mason, Paul Hudgins, Jackie Ingram, Amy Dubois - aye; None - nay; to approve the changes

Roll Call Vote:

Michael C. Rowe, Chairman - Aye
Melissa Mason, Vice Chair - Aye
Paul Hudgins, Supervisor - Aye
Jackie Ingram, Supervisor - Aye
Amy Dubois, Supervisor - Aye

8. CONSENT AGENDA *(roll call vote required)*

A. Meeting Minutes

1. October 25, 2021 Regular Meeting of the Board of Supervisors (Including Reconvened Meeting on October 27, 2021)

Mr. Hudgins had two comments, the first being a correction on page 92. It reads "his", but it should be "is". Secondly, on page 96, Mr. Hudgins asked if there were any other topics discussed during the closed session that should not have been. Mrs. Ingram stated that Ms. Dubois asked Mr. Wanner about the flags at the Monument. Mr. Wanner answered that he was not asked a question about the flags and if anyone had questions regarding the flags they should contact Mr. Bowen at the Commonwealth Attorney's office. Ms. Dubois made the statement that she was not sure when the question was asked at the special meeting, but her recollection was it

was asked before the meeting was convened.

MOTION: On Motion of Amy Dubois, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 4-1-0 as follows: Michael Rowe, Melissa Mason, Paul Hudgins and Amy Dubois - aye; Jackie Ingram - nay; to Approve the Consent Agenda as presented:

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor - Aye

Jackie Ingram, Supervisor -Nay

Amy Dubois, Supervisor - Aye

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

A. Submitted Departmental Written Reports

B. Mathews County Department of Planning and Zoning: Mr. Thomas D. Jenkins, Director

1. 1-CUP-21 – Maritime Foundation Park

In the October meeting, the Board of Supervisors asked to schedule a meeting to include the applicant and the Board Of Supervisors . This information has been relayed to the applicant. However, he has not scheduled a meeting as of today. This is to be tabled until the December meeting.

MOTION: On Motion of Amy Dubois, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: On Motion of Amy DuBois, seconded by Melissa Moon, the Mathews County Board of Supervisors voted 5-0-0 as follows: Michael Rowe, Melissa Mason, Paul Hudgins, Jackie Ingram, Amy Dubois - aye; None - nay; to approve tabling the discussion until the December 13th meeting.

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor - Aye

Jackie Ingram, Supervisor - Aye

Amy Dubois, Supervisor - Aye

2. 4-CUP-21 - Rhetsen Companies, 10,640 square foot retail building, tax map parcel 9 (A)

The applicant has decided to withdraw their application because they wanted to evaluate other methods of handling wastewater generated by the retail store.

3. Intermittent Employees: Supplemental Appropriation

Thomas Jenkins, Planning Director, informed the Board that an intermittent position has been created to maintain the County's waterways assets. Some of the duties would include, but not limited to No-Wake sign maintenance, Private Aid to Navigation Buoys as well as inspections on all County marine assets (full job description included in packet).. Mr. Jenkins also stated that this would be an as-needed, on call, position. Mr. Jenkins requested a supplemental appropriation of \$4,000 to cover the salary for this position and also the necessary tools and equipment.

MOTION: On Motion of Amy Dubois, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 3-2-0 as follows: Michael Rowe, Melissa Mason, Amy Dubois - aye; Paul Hudgins, Jackie Ingram - nay; to approve the Supplemental Appropriation

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor -Nay

Jackie Ingram, Supervisor -Nay

Amy Dubois, Supervisor - Aye

C. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair

Mrs. Rowe said the Advisory Board is making major achievements in bringing broadband to Mathews County residents. Some equipment is being stored in Gloucester and some is still on the way. The tower is on Rt 14 (right before Ft Nonsense). This is a State and local partnership that is being funded through a public partnership. A contract was signed in July and is to be completed 18 months from that day. Designs for the 4 counties have been completed as of November 19th. All reconstruction activities are on track. Mr. Jeff Beekhoo said the design of the towers is completed. The request for proposals should be completed within a month.

D. Mathews County Attorney: Ms. Andrea Erard

1. Resolution for the Purchase of Property (Tax Map 21, Parcels A-15 and Tax Map 20, Parcel A-107)

In reference to the Resolution for the Purchase of Property (Tax Map 21, Parcels A-15 and Tax Map 20, Parcel A-107), Ms. Erard instructed the Board to proceed with the requirements to purchase a parcel of land. Mr. Hudgins asked about the wetlands study and how many acres were deemed as wetlands. Mr. Jenkins answered: The County had the entire 40 acres inspected and approximately 37-38 acres are wetlands on the far east side. Mr. Hudgins would like to table the purchase until we hear back from the Army Corps of Engineers. Mr. Wanner suggested we complete the purchase before further delineation. We need to move forward now. If it is 37 acres of wetlands and you pay \$75,000.00 for the land, that seems a little high. Mr. Rowe stated that just because it is wetlands, that does not rule out land use.

The Richardson property is less expensive and should be considered, Mr. Hudgins also stated that buying credits to use because of the wetlands on this property, would cost the county a lot more.

MOTION: On Motion of Melissa Mason, seconded by Amy Dubois, the Mathews County Board of Supervisors voted 3-2-0 as follows: Michael Rowe, Melissa Mason, Amy Dubois - aye; Paul Hudgins, Jackie Ingram - nay; to approve the purchase of property.

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor -Nay

Jackie Ingram, Supervisor -Nay

Amy Dubois, Supervisor - Aye

10. 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.*

A. Chairman Rowe

1. Special Closed Meeting Announcement: Within the next 15 days at an undisclosed location (Per Section 2.2-3712 of the Code of Virginia, as amended)

It has been agreed that this meeting will be postponed so that the new Board of Supervisors can search and interview any candidates for the County Administrator position.

2. Virginia Association of Counties Conference Report

Mr. Rowe discussed the recent VACo conference and the importance of participating in the Opioid Settlement. Mr. Rowe also shared that there is over \$700 billion to be used for public safety and other uses in the newly implemented Infrastructure Bill.

3. December Meeting Change (December 13th, 2021 at 3:00 PM)

The meeting is being held early due to scheduling conflicts.

B. Supervisor Hudgins

1. Handicap Accessibility

Mr. Hudgins gave an update stating that the bids will be out soon for the handicap ramps and doors at the Administration Building on Brickbat Rd. He is also moving forward with the Americans with Disability Act parking spaces for all County offices.

11. COUNTY ADMINISTRATOR'S REPORT

A. Broadband Tower Lease Approval: Mathews Volunteer Fire Department and Mathews Volunteer Rescue Squad

You have before you for approval of the tower lease agreements for MVRS and MVFD. Per Mr. Hudgins this should read Station 2 and not Station 4. None of the Board members received a copy of the plats. Mr. Wanner informed the Board that there was not a plat available yet. We are waiting for further studies. Mr. Hudgins noted that this is an important part of the process. We need to get on site to perform the required studies such as wetlands delineation. It is important for the contractors who will be installing the towers to know how to access these properties. We need the lease signed to obtain access to the property. Mr. Hudgins asked if part of the agreement was the easements. Approved as amended and that the incoming Board members will receive a copy of the plats as soon as they are available.

MOTION: On Motion of Amy Dubois, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 3-2-0 as follows: Michael Rowe, Melissa Mason, Amy Dubois - aye; Paul Hudgins, Jackie Ingram - nay; to Approve the Lease Agreement

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor -Nay

Jackie Ingram, Supervisor -Nay

Amy Dubois, Supervisor - Aye

B. Floodplain Ordinance Update and Schedule Public Hearing

Mr. Sandy Wanner provided an update on the Flood Plain Ordinance. He stated that on December 15, 2020, the Board voted to forward a draft of the ordinance to DEQ/FEMA for formal review. He stated that staff had followed up on this multiple times and finally, on November 15, 2021, DCR finished their review and provided comments. DCR requested the inclusion of a couple more provisions than FEMA has since added to the model ordinance. Sandy Wanner recommends the final draft include the comments and be forwarded to the Planning Commission for review and to schedule a possible joint public hearing.

C. Holiday Closure Schedule

County offices, local governments and State offices are closed on Wednesday 1/2 day, and all day, Thursday, and Friday. The Convenience Center will also be closed on Thursday.
County personnel policies have been updated since Juneteenth has been added, as well as Section 6 State Law Grievance and Teleworking.

D. Financial Reports

E. Other Reports and Information

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

John Priest of Port Haywood shared that on Veterans Day, as a member of the School Board, they attended a school tour. Delegate Hodges and Wittman were in attendance. This was a great opportunity to advocate for our children and the school system. It was embarrassing that not one of the current or incoming Board members were in attendance. Mr. Jones took an extensive tour of the school several months ago and did not feel the need to attend the tour. Mr. Jones also said the new Board will make sure that the schools are well taken care of.

13. RECESS or ADJOURNMENT

AT A REGULAR MEETING OF THE BOARD OF SUPERVISORS OF MATHEWS COUNTY, VIRGINIA, HELD IN THE MATHEWS COUNTY HISTORIC COURTHOUSE ON November 22, 2021 AT 6:00 PM.

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Michael Rowe, Melissa Mason, Paul Hudgins, Jackie Ingram, Amy Dubois - aye; None - nay; to Adjourn .

Roll Call Vote:

Michael C. Rowe, Chairman - Aye

Melissa Mason, Vice Chair - Aye

Paul Hudgins, Supervisor - Aye

Jackie Ingram, Supervisor - Aye

Amy Dubois, Supervisor - Aye

Michael C. Rowe, Chairman
Mathews County Board of Supervisors

Interim County Administrator

Julie A. Kaylor, Deputy County
Administrator/Clerk