



Mathews County Board of Supervisors

Annual Organizational Meeting

Historic Courthouse

17 Court Street,

Mathews, VA 23109

Thursday, January 6, 2022 at 9:00 AM

MINUTES

1. CALL TO ORDER BY THE COUNTY ATTORNEY

The meeting was called to order by County Attorney Erard. She then invited Dede Parrish to provide the invocation.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/ESTABLISHMENT OF A QUORUM

Board of Supervisors Members Present: Paul Hudgins, Supervisor
Jackie Ingram, Supervisor
Melissa Mason, Supervisor
Mike Walls, Supervisor
David Jones, Supervisor

Board of Supervisors Members Absent: None

Staff Present: Ms. Bette Dillehay, Interim County Administrator
Mrs. Julie A. Kaylor, Deputy County Administrator/Clerk
Ms. Andrea G. Erard, Esq., County Attorney
Mrs. Judi Green, Deputy Clerk/Office manager

4. NOMINATION FOR AND ELECTION OF CHAIRMAN *Per the adopted Rules of Procedure, the Chair will preside during the election of the Vice Chair.*

Supervisor Ingram nominated Supervisor Hudgins as Chairman for 2022. There were no other nominations.

Roll Call Vote:

Paul Hudgins, Supervisor - Aye
Melissa Mason, Supervisor - Aye
Jackie Ingram, Supervisor - Aye
David Jones, Supervisor - Aye
Mike Walls, Supervisor - Aye

A. Floor is opened for nominations

B. Nominations do not require a second

C. Nominees are voted on in the order in which they are nominated. The first nominee to receive a majority vote wins

5. CHAIR PRESIDES OVER MEETING

Chairman Hudgins presided over the remainder of the meeting.

6. NOMINATION FOR AND ELECTION OF VICE-CHAIRMAN

Supervisor Walls nominated Supervisor Ingram as Vice Chair for 2022. There were no other nominations.

Roll Call Vote:

Paul Hudgins, Chairman - Aye

Melissa Mason, Supervisor - Aye

Jackie Ingram, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

A. Floor is opened for nominations

B. Nominations do not require a second

C. *Nominees are voted on in the order in which they are nominated. The first nominee to receive a majority vote wins*

7. APPROVAL OF AGENDA

MOTION: On Motion of David Jones, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to approve the Agenda as presented.

Roll Call Vote:

Paul Hudgins, Chairman - Aye

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones, Supervisor - Aye

8. ORGANIZATIONAL MATTERS

A. Appointment of Clerk and Deputy Clerk to the Board

MOTION: On Motion of Melissa Mason, seconded by David Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to appoint Mrs. Julie A. Kaylor as Clerk to the Board of Supervisors, and Mrs. Judi Green as Deputy Clerk to the Board of Supervisors for 2022.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

B. Schedule 2022 Board of Supervisors Regular Meetings

MOTION: On Motion of Mike Walls, seconded by David Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to schedule the regular Board of Supervisors meetings on the fourth Tuesday of each month, at 6:00 p.m., in the Historic Courthouse.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

C. Board of Supervisors 2022 Appointments to Boards and Commissions

MOTION: On Motion of David Jones, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to appoint Board of Supervisors members to Boards and Commissions for calendar year 2022. Such list is attached to and part of these minutes.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

D. Citizen Appointments to Boards and Commissions (Terms expiring in 2022)

Supervisor Walls stated that he had received an email several weeks earlier that gave him pause for concern about certain appointees and provided a motion to go into closed session to discuss those concerns. Supervisor Jones seconded the motion.

County Attorney Erard stated that the Board of Zoning Appeals cannot be discussed in closed session because the Circuit Court Judge makes those appointments. Supervisor Walls amended his motion to remove discussion of the Board of Zoning Appeals.

Supervisor Walls made a motion to place recommendations for appointment to the Board of Zoning Appeals on the February regular meeting agenda.

MOTION: On Motion of Mike Walls, seconded by David Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls,

David Jones - aye; None - nay; to add discussion of appointments to the Board of Zoning Appeals to the February regular meeting agenda.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

E. Review Code of Ethics

Supervisor Mason requested the Code of Ethics review be postponed in order that the Board have time to review the changes. Supervisor Walls suggested the Ethics, Rules of Procedure and Bylaws be postponed until the regular meeting in January.

Supervisor Mason amended her motion to postpone review of all three documents to the regular meeting in January. Supervisor Walls seconded the motion.

MOTION: On Motion of Melissa Mason, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to postpone review of the Code of Ethics, Rules of Procedure and Bylaws until the regular meeting on January 25, 2022.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

F. Review Rules of Procedure

G. Review Bylaws

H. Schedule FOIA/COIA Training

County Attorney Erard stated that FOIA and COIA training is required by the Commonwealth. She noted that FOIA training needs to be done every 24 months. Supervisor Mason questioned whether this should be scheduled as a work session instead of a separate meeting. County Attorney Erard stated that this training would take about an hour and that this could be done as a work session prior to their regular meeting if they wished. Supervisor Jones asked County Attorney Erard to provide date options. She noted that Tuesday, January 25, 2022 at 5:00 p.m. was available if that worked for everyone.

Motion to set work session on January 25 at 5:00 p.m. in courthouse. - Need Andrea's help with this one!

County Attorney Erard stated that COIA training should be done separately from FOIA and noted

that this would take about 30 minutes. She offered to provide this training at the February meeting.

MOTION: On Motion of Melissa Mason, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to schedule a work session for February 22, 2022 at 5:30 p.m. in the Historic Courthouse for the purpose of COIA training.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

I. Schedule Active Shooter Training

Chairman Hudgins provided several dates to the Board for Active Shooter Training. Supervisor Walls stated that the public should be invited. Supervisor Jones agreed.

Supervisor Walls stated that Mondays and Fridays work best for him and his work schedule.

MOTION: On Motion of Mike Walls, seconded by David Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to schedule Active Shooter Training on Friday, February 25, 2022 from 1:00 p.m. to 5:00 p.m. and have this training open to the public.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

J. Acceptance of Interim County Administrator's Resignation and Presentation of Resolution of Appreciation

Chairman Hudgins presented Mrs. Bette Dillehay with a resolution of appreciation for her service as Interim County Administrator.

Supervisor Jones thank her for her service and stated that he had hoped she would provide assistance in the future if necessary.

MOTION: On Motion of David Jones, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to accept Mrs. Dillehay's resignation and adopt the Resolution of Appreciation for Mrs. Bette Dillehay.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram , Vice Chair - Aye
Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

9. CLOSED MEETING

MOTION: On Motion of Melissa Mason, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to Enter Closed Session per 2.2-3711 (A) (1) for the discussion of appointment of an Interim County Administrator as well as for the discussion of appointments to the Board of Building Appeals, Library Board, Planning Commission, Social Services, Wetlands Board and Rappahannock Community College; and that the Board go into Closed Session per 2.2-3711 (A) (8) and (A) (29) for consultation with legal counsel regarding a proposed contract and award of contract for technology services with Premier Broadband and Consulting, LLC, where such discussion in open meeting would adversely affect negotiating power.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

- A. Per §2.2-3711 (A)(1) of the Code of Virginia 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 – Interim County Administrator and County Administrator

B. Certification

MOTION: On Motion of David Jones, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to certify that only those matters identified in open meeting were discussed in closed session and return to open meeting.

Roll Call Vote:

Paul Hudgins, Chairman - I so certify
Jackie Ingram, Vice Chair - I so certify
Melissa Mason, Supervisor - I so certify
Mike Walls, Supervisor - I so certify
David Jones, Supervisor - I so certify

The Board, by consensus, agreed to a five-minute recess until 11:25 a.m.

C. Action following Closed Meeting

MOTION: On Motion of David Jones, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to Appoint Mr. David Schlosser as the Interim County Administrator effective immediately, at a rate of pay of \$50 per hour for no less than 32 hours per week.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

MOTION: On Motion of Melissa Mason, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to authorize Interim County Administrator, David Schlosser, to contract with Premiere Broadband Services, LLC until the regular Board meeting on January 25, 2022.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

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, David Jones - aye; None - nay; to enter closed session per 2.2-3711 (A) (1) for the discussion of performance and discipline of a member of the Planning commission.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

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, David Jones - aye; None - nay; to enter closed session per 2.2-3711 (A) (1) for the discussion of performance and discipline of a member of the Planning commission.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

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, David Jones - aye; None - nay; to reconvene open meeting and certify that only those matters identified were discussed in closed session.

Roll Call Vote:

Paul Hudgins, Chairman - I so certify
Jackie Ingram, Vice Chair - I so certify
Melissa Mason, Supervisor - I so certify
Mike Walls, Supervisor - I so certify
David Jones, Supervisor - I so certify

MOTION: On Motion of David Jones, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to direct the Interim County Administrator, David Schlosser, to audit the Planning Commission's procedures and policies.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

Supervisor Mason stated that while in closed session, Board members addressed their differences of opinion respectfully and in a manner shared without fear or judgment and that they will continue to agree to disagree, they will make all decisions for all citizens of Mathews County. She further noted that they would work as a team.

Supervisor Walls stated that he misunderstood the motion for entering the first closed session and that is why the Board needed to reconvene a second closed session.

Supervisor Jones stated that he agreed with Supervisor Mason and looked forward to a better future.

10. ADJOURNMENT

MOTION: On Motion of Melissa Mason, seconded by David Jones, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, David Jones - aye; None - nay; to Adjourn the meeting.

Roll Call Vote:

Paul Hudgins, Chairman - Aye
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor - Aye
Mike Walls, Supervisor - Aye
David Jones, Supervisor - Aye

Michael C. Rowe, Chairman
Mathews County Board of Supervisors

Interim County Administrator

Julie A. Kaylor, Deputy County
Administrator/Clerk