



Mathews County Board of Supervisors

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

Tuesday, October 25, 2022 at 6:00 PM

MINUTES

1. CALL TO ORDER

The meeting was called to order at 6:00 pm by Chairman Hudgins

2. INVOCATION

The Reverend Gary Barker provided the invocation

3. PLEDGE OF ALLEGIANCE

4. ROLL CALL / ESTABLISHMENT OF A QUORUM

Board of Supervisors Members
Present:

Vice Chair Jackie Ingram
Supervisor Melissa Mason
Supervisor Dave Jones
Supervisor Mike Walls
Chair Paul Hudgins

Board of Supervisors Members
Absent:

Staff Present:

Mrs. Ramona Wilson, County Administrator
Ms. Judi Green, Senior Executive Associate and Deputy Clerk to
the Board
Ms. Megan Evjen, Administrative Assistant
James Knighton, Director of Planning & Zoning
Ms. Andrea G. Erard, Esq., County Attorney

5. APPROVAL OF AGENDA

Please remove section 15B until the appointment has expired.

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

Roll Call Vote:

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

6. RECOGNITION OF EMPLOYEES AND COMMUNITY SERVICE

- A. Judy Lowe, Treasurer's Office - 20 years of Service
- B. New Employees

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

- A. Written Comments Received in the last 30 days attached
 - Peggy Newsome Bobby Dobson
 - Cobbs Creek, VA Cobbs Creek, VA

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

Supervisor Jones requested that we look at a motion and vote in the September 23rd minutes for clarification. There was not a meeting held on September 23, 2022. The minutes for August 23, 2022 and September 21, 2022 have been verified and were approved as part of the consent agenda.

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

Roll Call Vote:

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

- A. Meeting Minutes
 - 1. August 23, 2022 Regularly Scheduled Board Meeting
 - 2. September 21, 2022 Regularly Scheduled Board Meeting
 - 3. Reconvened Board Meeting from September 21, 2022 held on October 3, 2022
- B. Supplemental Appropriations

1. Grant received from the Public Library Association/ATT Grant - \$4,000.00

C. Continuity of Operations Plan Resolution

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

A. Virginia Department of Transportation: Mr. Lee McKnight, Residency Administrator
Updates were provided and information included in the original packet

B. Mathews County Department of Planning and Zoning: Mr. James Knighton, Director

1. Application 2-CUP-22: Request from Mathews County for a Conditional Use Permit per Section 175-9.2 (Q) of the Mathews County Zoning Ordinance to construct a telecommunication tower on parcel 16 (A) 46A. This parcel is in the Business-2 (B2) district.

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

2. Application 3-CUP-22: Request from Mathews County for a Conditional Use Permit per Section 175-5.3 (23) of the Mathews County Zoning Ordinance to construct a telecommunication tower on parcel 29 (A) 103. This parcel is in the Rural (RU) district.

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

3. Application 3-ZA-22: Text amendment to the zoning ordinance, §175-20.8,20.9 and 20.10, initiated by a motion of the Board of Supervisors, to modify the regulations on enforcement procedures and permits and licenses.

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

Roll Call Vote:

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

4. Application 4-CUP-22: Request from Jessica Wagner for a Conditional Use Permit per Section 175-15.5 (B) of the Mathews County Zoning Ordinance to operate a hair salon on parcel 10 (A) 46. This parcel is in the Rural (RU) district.

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

Roll Call Vote:

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

5. Courthouse Water System Analysis
Updates were provided and information included in the original packet.
6. List of Zoning Complaints
- C. Mathews County Broadband Advisory Board: Mrs. Judy Rowe, Chair

10. UNFINISHED BUSINESS

- A. Monument Property Deed Restrictions Discussion for possible future Public Hearing
Schedule a public hearing to deed the memorial monument and move the meeting on November 15, 2022 to the MHS Harry M. Ward Auditorium.

MOTION: On Motion of Mike Walls, seconded by Dave Jones, the Mathews County Board of Supervisors voted 4-1-0 as follows: Jackie Ingram, Dave Jones, Mike Walls, Paul Hudgins - aye; Melissa Mason - nay; to Authorize scheduling the public hearing and moving the meeting location to the MHS Harry M. Ward Auditorium.

Roll Call Vote:

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

To use the survey in place that was donated by a local family instead of going through the process of obtaining another survey, providing we can receive and verify a copy from the company that completed the one dated June 7, 2022 by November 15, 2022

MOTION: On Motion of Mike Walls, seconded by Dave Jones, the Mathews County Board of Supervisors voted 3-2-0 as follows: Jackie Ingram, Dave Jones, Mike Walls - aye; Melissa Mason, Paul Hudgins - nay; to Approve using the current survey paid for by a local family.

Roll Call Vote:
Jackie Ingram, Vice Chair - Aye
Melissa Mason, Supervisor -Nay
David Jones, Supervisor - Aye
Mike Walls, Supervisor - Aye
Paul Hudgins, Chairman - Nay

B. IT Forensic Update

11. NEW BUSINESS

A. Emily Allen, MCVIC - Strategic Plan Update

[MCVIC - Strategic Plan Update](#)

B. MVFD - Proposed Grant for Station#1

Chairman Hudgins suggested we develop a subcommittee to work with the MVFD in the process of potentially building a new firestation and obtaining grants. The members of the subcommittee are Paul Hudgins and Dave Jones, along with Ramona Wilson.

MOTION: On Motion of Mike Walls, seconded by Jackie Ingram, the Mathews County Board of Supervisors voted 5-0-0 as follows: Jackie Ingram, Melissa Mason, Dave Jones, Mike Walls, Paul Hudgins - aye; None - nay; to Approve forming a subcommittee to work with the MVFD with the purchase of land and construction of a new building.

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

MOTION: On Motion of Dave Jones, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Jackie Ingram, Melissa Mason, Dave Jones, Mike Walls, Paul Hudgins - aye; None - nay; to move forward with the grant application process.

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

C. Eleanor Gardener of the Gloucester-Mathews Garden club has offered to make fresh holiday wreaths for the doors in the court green.

MOTION: On Motion of Dave Jones, seconded by Mike Walls, the Mathews County Board of Supervisors voted 5-0-0 as follows: Jackie Ingram, Melissa Mason, Dave Jones, Mike Walls, Paul Hudgins - aye; None - nay; to Approve the Gloucester/Mathews Garden Clubs offer to decorate historic courthouse doors.

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

D. Broadband Tower Bid Results

E. Personal Property tax relief supplementing State Tax Relief Resolution

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

12. 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 Hudgins' special presentation to Rev. Dr. Mason

B. Supervisor Mason - What, When and Why Presentation

[Rev. Dr. Mason's Presentation](#)

13. COUNTY ADMINISTRATOR'S REPORT

A. Other Reports and Financials

B. Status Updates of Ongoing Projects and Requests

C. Proposed Budget Schedule

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

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

Peggy Newsome
Cobbs Creek

Dee Russell
Hudgins, VA

Bobby Dobson
Cobbs Creek

Edith Turner
Mathews, VA

15. APPOINTMENTS

A. Library Board - Donald (Rob) Quartel

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

B. Reappoint Ms. Edith Turner to The Middle Peninsula Community Services Board (Exp. 12.31.2022)

Tabled until the month of the expiring term.

16. CLOSED MEETING (Motion to go into closed meeting)

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

A. Per §2.2-3711 (A)(1) of the Code of Virginia, 1950, as amended, 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.

Per §2.2-3711(A)(7) for Consultation with legal counsel and briefings by staff members pertaining to actual litigation because such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body- Mathews County v. JB Property LLC/JB Property LLC v. Mathews County.

Per Virginia Code section 2.2-3711(A)(8) for consultation with legal counsel regarding a specific legal matter – condition of the structure at 384 Old Ferry Road and lease requirements.

17. RECONVENE IN OPEN MEETING AND CERTIFICATION

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

Certification of Closed Meeting items

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

18. ACTION ON CLOSED MEETING MATTERS (If necessary)

19. ADJOURNMENT

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

Roll Call Vote:

Jackie Ingram, Vice Chair - Aye

Melissa Mason, Supervisor - Aye

David Jones, Supervisor - Aye

Mike Walls, Supervisor - Aye

Paul Hudgins, Chairman - Aye

Paul Hudgins, Chairman
Mathews County Board of Supervisors

Ramona Wilson, County Administrator
Clerk to the Board

Judi Green, Senior Executive Associate
Deputy Clerk to the Board