



Mathews County Board of Supervisors

Annual Organizational Meeting
Historic Courthouse
27 Court Street, Mathews, VA 23109

Tuesday, January 10, 2023 at 1:00 PM

MINUTES

1. CALL TO ORDER

The meeting was called to order by Ramona Wilson, County Administrator, at 1:00 pm. Pastor Van E. Lomis of Redeeming Grace Baptist Church provided the invocation.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL / ESTABLISHMENT OF A QUORUM

Board of Supervisors Members	Supervisor Jackie Ingram
Present:	Supervisor Melissa Mason
	Chairman Dave Jones
	Supervisor Mike Walls
	Vice-Chair Paul Hudgins

Board of Supervisors Members
Absent:

Staff Present:	Mrs. Ramona Wilson, County Administrator, Clerk
	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

4. NOMINATION FOR AND ELECTION OF CHAIRMAN

Mike Walls nominated Dave Jones and Melissa Mason nominated Paul Hudgins (who respectfully declined).

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

A.

- Floor Opened for Nominations
- Nominations do not require a second
- 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

6. NOMINATION FOR AND ELECTION OF VICE-CHAIRMAN

Jackie Ingram nominated Paul Hudgins to become Vice-Chair, Melissa Mason was nominated by Mike Walls.

The Mathews County Board of Supervisors voted 4-1-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Dave Jones - aye; Mike Walls - nay; to appoint Paul Hudgins as Vice-Chair.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - **Nay**

David Jones , Chairman - Aye

A.

- Floor Opened for Nominations
- Nominations do not require a second
- 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 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, Dave Jones - aye; None - nay; to Approve the agenda as written with the amendments that will be discussed during closed session.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones , Chairman - Aye

8. ORGANIZATIONAL MATTERS

A.

1. Code of Ethics (Review)
2. Bylaws (Review highlighted updates)

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, Dave Jones - aye; None - nay; to Postpone the approval of Line Items 8.A.1 Code of Ethics & 8.A.2 Bylaws until the meeting of January 24th, 2023.

Roll Call Vote:

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

B. Appointment of Clerk and Deputy Clerk

MOTION: On Motion of Paul Hudgins, seconded by Melissa Mason, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to reappoint County Administrator Ramona Wilson as Clerk and Judi Green as Deputy Clerk to the Board of Supervisors.

Roll Call Vote:

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

C. 2023 Board of Supervisors Regular Meeting Schedule

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Approve the 2023 Board of Supervisors Regular Meeting Schedule as presented and to be held on every 4th Tuesday at the end of every month at 6pm and to be held at the Historic Courthouse unless changes are announced and made.

Roll Call Vote:

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

D. Schedule upcoming FOIA Training Session for 2023

No action required everyone is up to date.

E. FY24 Budget Calendar Changes

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

Walls, Dave Jones - aye; None - nay; to Approve the FY24 Budget Calendar Changes as presented by Mrs. Wilson. Changes are as follows: to combine the meetings scheduled for January 24th and January 25th, 2023, to the January 24th scheduled meeting. Also, move the scheduled meeting from March 7th to March 14th, 2023.

Roll Call Vote:

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

- F. Board of Supervisors and County Administrator 2023 Appointments to Boards and Commissions
MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Accept the existing appointments of the Board of Supervisors and County Administrator 2023 Appointments to Boards and Commissions and to keep them as is with no changes needed.

Roll Call Vote:

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

- G. 2023 State Holiday Schedule

MOTION: On Motion of Melissa Mason, seconded by Paul Hudgins, the Mathews County Board of Supervisors voted 5-0-0 as follows: Paul Hudgins, Jackie Ingram, Melissa Mason, Mike Walls, Dave Jones - aye; None - nay; to Adopt the 2023 State Holiday Schedule as presented.

Roll Call Vote:

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

- H. Strategic Planning Meeting Discussion

The Strategic Planning Meeting was accepted by all board members with **no** objections. No action required.

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

Chairman Dave Jones declared a 5-minute recess before going into closed session.

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

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye
Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones , Chairman - Aye

- A. Per §2.2-3711 (A)(19) of the Code of Virginia, 1950, as amended, for the Discussion of plans to protect public safety as it relates to terrorist activity or specific cybersecurity threats or vulnerabilities and briefings by staff members, legal counsel, or law-enforcement or emergency service officials concerning actions taken to respond to such matters or a related threat to public safety; discussion of information subject to the exclusion in subdivision 2 or 14 of § [2.2-3705.2](#), where discussion in an open meeting would jeopardize the safety of any person or the security of any facility, building, structure, information technology system, or software program; or discussion of reports or plans related to the security of any governmental facility, building or structure, or the safety of persons using such facility, building or structure.

10. RECONVENE IN OPEN MEETING AND CERTIFICATION

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

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones , Chairman - Aye

11. ACTION ON CLOSED MEETING MATTERS (If necessary)

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, Dave Jones - aye; None - nay; to Certify to matter discussed during the closed meeting.

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones , Chairman - Aye

12. ADJOURNMENT

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

Roll Call Vote:

Paul Hudgins, Vice Chair - Aye

Jackie Ingram, Supervisor - Aye

Melissa Mason, Supervisor - Aye

Mike Walls, Supervisor - Aye

David Jones , Chairman - Aye

Dave Jones, Chairman
Mathews County Board of Supervisors

Ramona Wilson, County Administrator
Clerk to the Board

Judi Green, Senior Executive Associate
Deputy Clerk to the Board