

**APPROVED AMENDED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF FEBRUARY 26, 2024**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 26th day of February 2024 beginning at 6:30 p.m. in the Board Meeting Room of the County Administration Building and via live stream.

AGENDA ITEM 1. CALL TO ORDER

Chair Robinson called the meeting to order.

AGENDA ITEM 2. APPROVAL OF ELECTRONIC PARTICIPATION BY A BOARD MEMBER

Not needed.

AGENDA ITEM 3. ROLL CALL

The members of the Board of Supervisors were polled:

Supervisor, 1st District: William L. Hodges	Present
Supervisor, 2nd District: Benjamin J. Edwards, III	Present
Supervisor, 3rd District: Justin Catlett – Vice Chair	Present
Supervisor, 5th District: Mary Sue Bancroft	Present
Supervisor, 4th District: Lindsay May Robinson - Chair	Present

AGENDA ITEM 4. REVIEW AND ADOPTION OF MEETING AGENDA

Vice Chair Catlett made a motion to approve the meeting agenda. Supervisor Hodges seconded. Chair Robinson called for any discussion. All were in favor with none opposed.

AGENDA ITEM 5. Work Session Matters

5.a. Resolution 24-14 - Invocation Policy - Christine H. Branch, Clerk

Supervisor Bancroft made a motion to approve Resolution 24-14. Vice Chair Catlett seconded. Chair Robinson called for any discussion. All were in favor with none opposed.

5.b. Resolution 24-22 - Change to 2024 Board of Supervisors Meeting Schedule and Adoption of Amended 2024 Meeting Schedule - Christine H. Branch, Clerk

Supervisor Bancroft made a motion to approve Resolution 24-22. Vice Chair Catlett seconded. Chair Robinson called for any discussion. All were in favor with none opposed.

5.c. Amendments to Board's 2024 By-Laws - Christine H. Branch, Clerk

Supervisor Bancroft made a motion to approve Amendments to the Board's 2024 By-Laws. Supervisor Edwards seconded. Chair Robinson called for any discussion. All were in favor with none opposed.

5.d. Broadband Update - Tom Innes, All Points Broadband Senior Vice President

Mr. Innes provided an update on the project to make fiber broadband accessible to 2,236 locations in the County. The Utility partners include REC, Dominion Energy, and Timmons Group. The project status for the last mile of deployment includes middle mile capacity in place, utility pole make ready

process, and the permitted and sequential APB fiber miles is expected 1st quarter 2024. Pole attachment application status update was provided. Expected to have substantial completion of the entire network and customer installations in 3rd quarter 2024.

AGENDA ITEM 6. Invocation/Moment of Silence

The Chair called for a moment of silence.

AGENDA ITEM 7. Pledge of Allegiance

The Chair led the pledge of allegiance.

AGENDA ITEM 8. Consent Agenda

Consent Agenda items were:

- a. Approval of Minutes:
 - i. February 5, 2024 Draft Minutes
 - ii. February 12, 2024 Draft Minutes
- b. **Resolution 24-15** - Directing The Treasurer to Issue a Real Estate Tax Refund Due to Application of Real Property Tax Relief
- c. **Resolution 24-16** - Request to Change the Name of the Middle Peninsula Northern Neck CSB
- d. **Resolution 24-17** - Additions to VDOT Secondary Route - Pinecrest
- e. **Resolution 24-18** - Appropriation of Community Connection Program Truancy Grant Funding
- f. **Resolution 24-19** - Authorization for County Administrator to Sign MOU between King William County/Community Connection Program and West Point Public School Board for Checking & Connecting with Youth Truancy Program

Supervisor Bancroft made a motion to approve the Consent Agenda with the removal of item b. Resolution 24-15 - Directing the Treasurer to Issue a Real Estate Tax Refund Due to Application of Real Property Tax Relief. Supervisor Hodges seconded. The Chair called for any discussion. All were in favor with none opposed.

AGENDA ITEM 9. Public Hearing

9.a. Ordinance 02-24 - Amendments to the Zoning & Subdivision Ordinance - Sherry Graham, Director of Planning

Sherry Graham presented an overview of the proposed changes to the Zoning and Subdivision Ordinance.

Sec 86-110	Minimum site area and dimensional regulations for primary zoning districts
Sec 86-113	Yards and open space generally
Sec 86-136	Transportation Corridor Overlay District
Sec 86-454	Minor Residential Subdivision
Article II	Zoning definitions

Chair Robinson opened the Public Hearing period.

Donald Wagner of District 5 spoke in opposition to the changes to Ordinance 86-454 Minor Subdivision.

There being no additional speakers, Chair Robinson closed the Public Hearing period.

Supervisor Edwards made a motion to approve Ordinance 02-24 – Amendments to the Zoning and Subdivision Ordinance. Vice Chair Catlett seconded. Chair Robinson called for any discussion. The members of the Board of Supervisors were polled:

Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

AGENDA ITEM 10. Presentations

10.a. VDOT Quarterly Update - Lee McKnight, Residency Administrator, VDOT Saluda Residency

Mr. McKnight presented his quarterly report, gave an update on the six-year plan for paving work that will begin in the Spring, 2026, and 2027 and provided an update on individual requests of Board members.

10.b. Department of Social Services Budget Request - Amanda R. Tevis, Director

Ms. Tevis presented the Social Services Budget request. There were no questions from the Board.

10.c. Child Services Act (CSA) Budget Request - Ann Porter, Program Director

Ms. Porter presented the Child Service Act budget request and responded to questions from the Board.

10.d. Regional Animal Shelter Budget Request - Tiffany R. Webb, RAS Director

Ms. Webb presented the Regional Animal Shelter budget request and responded to questions from the Board.

10.e. Community Connection Program Budget Request - Veda G. Frazier, Director

Ms. Frazier presented the Community Connection Program budget request. There were no questions from the Board.

AGENDA ITEM 11. Citizens Comment Period

Chair Robinson opened the Citizens Comment period.

Brett Bohannon – District 1 – Spoke on the Town and County working together to on the 911 system; Melissa Anderson’s work promoting the Town of West Point; and approving the budget for the School Board.

Jeanette Wagner – District 5 – Voiced concerns over government leadership providing education, public safety, police, fire, and rescue services; government should not be run like a business, the need to study and understand what is being voted on and the impact of the decisions.

There being no additional speakers, Chair Robinson closed the Citizens Comment period.

AGENDA ITEM 12. Unfinished Business

12.a. Resolution 24-20 - Budget Appropriation for Commerce Park Road Infrastructure - Steve Hudgins, Deputy County Administrator

Mr. Hudgins presented the Budget Appropriation for the Commerce Park Road Infrastructure. Supervisor Hodges made a motion to table due to not having signed easement agreements with the property owners. The motion was not seconded. Supervisor Bancroft made a motion to approve Resolution 24-20 – Budget Appropriation for the Commerce Park Road Infrastructure. Vice Chair Catlett seconded. Chair Robinson called for any discussion. The members of the Board of Supervisors were polled:

Supervisor, 1st District: William L. Hodges	Nay
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

12.b. Resolution 24-21 - Budget Appropriation for Commerce Park Sewer Infrastructure - Steve Hudgins, Deputy County Administrator

Mr. Hudgins presented the Budget Appropriation for the Commerce Park Sewer Infrastructure. Vice Chair Catlett made a motion to approve Resolution 24-21 - Budget Appropriation for the Commerce Park Sewer Infrastructure. Supervisor Edwards seconded. Chair Robinson called for any discussion. The members of the Board of Supervisors were polled:

Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 1st District: William L. Hodges	Nay
Supervisor, 4th District: Lindsay May Robinson - Chair	Aye

AGENDA ITEM 13. New Business

None

AGENDA ITEM 14. ADMINISTRATIVE MATTERS FROM COUNTY ADMINISTRATOR

14.a. Department Annual Reports - Percy C. Ashcraft, County Administrator

Mr. Ashcraft presented the Department Annual Reports to the Board. The reports show the progress the County has made during the year.

14.b. Administration Report - Percy C. Ashcraft, County Administrator

Mr. Ashcraft highlighted meetings and special dates coming up during the remainder of February and upcoming events in March.

14.c. Department/Agency Monthly Reports

- i. Animal Activities Report
- ii. Building Department Report
- iii. Expenditure Report
- iv. Fire & EMS Department Report
- v. Planning & Zoning Report

- vi. Sheriff's Department Activity Report
- vii. Utilities Department Report
- viii. VDOT Transportation Briefing
- ix. Board of Zoning Appeals 2023 Annual Report
- x. HPARB 2023 Annual Report
- xi. Planning Commission 2023 Annual Report

Mr. Ashcraft presented the department and agency monthly reports for January 2024.

AGENDA ITEM 15. BOARD OF SUPERVISORS' REQUESTS

Supervisor Bancroft thanked everyone for coming.

Vice Chair Catlett thanked everyone for being here.

Supervisor Edwards said we are not eliminating the Fire Department.

Supervisor Hodges thanked everyone for coming out.

Chair Robinson thanked everyone for coming.

AGENDA ITEM 15. CLOSED MEETING

15.a. Motion to Convene Closed Meeting

Not Needed.

15.b. Motion to Reconvene in Open Session

Not Needed.

15.c. Certification of Closed Meeting

Not Needed.

15.d. Action on Closed Meeting (if necessary)

Not necessary.

AGENDA ITEM 16. APPOINTMENTS

Not needed.

AGENDA ITEM 17. ADJOURN OR RECESS

Supervisor Bancroft made a motion to adjourn; seconded by Supervisor Edwards. All were in favor with none opposed.

COPY TESTE:

Lindsay M. Robinson, Chair
Board of Supervisors

Christine H. Branch
Clerk to the Board of Supervisors