

**APPROVED MINUTES
KING WILLIAM COUNTY BOARD OF SUPERVISORS
REGULAR MEETING OF JANUARY 13, 2025**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 13th day of January 2025, 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 at 6:30 pm.

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

None

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 THE MEETING AGENDA

Supervisor Catlett proposed to have one of the two Closed Session meetings be split and move the presentation of potential sales of real estate to 8a and hear the remaining matters in due course. Supervisor Hodges made a motion to accept the changes to the agenda and the motion was seconded by Supervisor Edwards. All were in favor, and none opposed.

AGENDA ITEM 5. MOMENT OF SILENCE

The Chair asked for a moment of silence.

AGENDA ITEM 6. PLEDGE OF ALLEGIANCE

The Chair led the pledge of allegiance.

AGENDA ITEM 7. WORK SESSION MATTERS

a. Election of Board Chair - the County Administrator took nominations for Chair. Supervisor Bancroft nominated Supervisor Robinson, and this nomination was seconded by Supervisor Hodges. County Attorney Flynn called for a vote and the members responded as follows:

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

Supervisor Robinson nominated Supervisor Catlett, and the nomination was seconded by Supervisor Edwards. County Attorney Flynn called for a vote and the members responded as follows:

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

b. Election of Vice Chair – Supervisor Catlett has been elected as Chair and will take nominations for Vice Chair. Supervisor Hodges nominated Supervisor Bancroft, and the nomination was seconded by Supervisor Robinson.

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

Chairman Catlett asked for additional nominations for Vice Chair and Supervisor Bancroft nominated Supervisor Robinson and the nomination was seconded by Supervisor Edwards. The members were polled, and the results were as follows:

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

c. Adoption of Board of Supervisors 2025 Meeting Calendar. The 2025 meeting schedule was discussed, and the following dates were adjusted:

May 26 moved to the 19th to avoid Memorial Day holiday. Strike May 19th.
 June 23 was removed from the calendar due to Vice Chair not being available. Strike June 23rd.
 July 14th – NACO Conference, move this date to July 21st. Keep this date.
 November 10th moved to November 17th to avoid the VACO Conference. Strike November 10th.

December 22nd strike due to the pending holiday.

A motion to adopt the schedule with the amendments was made by Vice-Chair Robinson and the motion was seconded by Supervisor Hodges. All members were in favor, and none opposed.

d. Adoption of the 2025 County Holiday and Pay Calendar

Supervisor Bancroft is opposed to the holidays as the employees are paid for 40 hours a week but only work 35 hours per week. “We are giving away free money at average \$20/hr. per person of \$5,200 on their normal work week. That \$130,000 a year in free money, if they want a holiday they can use their PTO, we are giving a whole lot of free money away. I think we need to stop it. You can get Thanksgiving Day and Christmas Eve and Christmas Day, if you want time off then you use your PTO. We are giving hundreds of thousands of dollars away every week, every day.” “We need to be in more in line with running the county as a business.”

Supervisor Hodges commented that “in relationship to commercial businesses we don’t pay what they pay, give them the time off. I don’t agree with changing.

Vice Chair Robinson would like to see numbers and County Administrator Davenport said that she could have the numbers for the next hearing.

Chair Catlett reviewed the Virginia Department of Human Resources Management calendar and stated that their calendar is identical to ours.

Supervisor Bancroft made a motion to strike 11/26, 11/28 and 12/26 as holidays from the 2025 calendar, the motion was not seconded. The motion dies.

Vice Chair Robinson made a motion to adopt the calendar as presented, Supervisor Hodges seconded the motion.

Upon response from the members Supervisors Hodges, Edwards, Chair Catlett and Vice Chair Robinson were in favor and Supervisor Bancroft is opposed.

e. Adoption of the Board of Supervisors By-Laws and Rules of Procedure for Calendar Year 2025

Vice Chair Robinson made a motion to adopt the By-Laws knowing that staff will review and provide recommendations to the BOS for changes/updates, the motion was seconded by Hodges.

All in favor, none opposed.

f. Adoption of the Budget Schedule for 2025

Adopt of Budget schedule as presented – amend it to reflect January 6, 2025, and updated to January 12, 2025, due to weather and canceled meeting. Motion to approve Hodges, seconded by Robinson. All in favor, none opposed.

AGENDA ITEM 8a.: CLOSED MEETING: County Attorney Mark Flynn asked for a motion in accordance with Section 2.2-3711a.3 of the Code of Virginia, the discussion of disposition of

publicly held real property where discussion in open session would harm the negotiating position regarding recreational facilities.

Vice Chair Robinson made the motion based on the County Attorney's recommendation to go into closed session; Supervisor Edwards seconded the motion. The members were polled as follows:

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

8b. Motion to Reconvene in Open Session –

Chair Catlett made a motion to reconvene in open Session, the motion was seconded by Supervisor Bancroft. The members were polled as follows:

Supervisor, 4th District: Lindsay May Robinson – 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, 3rd District: Justin Catlett –Chair	Aye

8c. Certification of Closed Meeting

Upon the recommendation of County Attorney Flynn, a motion is made to certify the closed meeting pursuant to section 2.2-3712 of the Virginia Freedom of Information Act (FOIA) and that while in closed session certifies that only the matters for the closed session were discussed. Supervisor Hodges made a motion to certify, and that motion was seconded by Supervisor Edwards. The members were polled as follows:

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 – Vice Chair	Aye
Supervisor, 3rd District: Justin Catlett –Chair	Aye

d. Action on Closed Meeting (if necessary)

Vice Chair Robinson made a motion to continue the potential transfer of real estate and this motion was seconded by Supervisor Bancroft. The members were polled as follows:

Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye

Supervisor, 4th District: Lindsay May Robinson – Vice Chair	Aye
Supervisor, 5th District: Mary Sue Bancroft	Aye
Supervisor, 3rd District: Justin Catlett –Chair	Aye

AGENDA ITEM 9(a)(i):

The Minutes for December 9, 2024, meeting need to be amended to correct scrivener’s errors on: page 29 – stated January 15, 2025 meeting date, that is incorrect and should be January 13, 2025.

Page 33 – Comments between Edwards – regarding the Christmas tree lighting that is incorrect and should state that Supervisor Hodges made this comment.

Page 36 – The maximum number of people should be 50 people per day.

Supervisor Bancroft made a motion to accept the minutes with these agreed upon changes and the motion was seconded by Hodges. All were in favor of the motion.

AGENDA ITEM 10: PRESENTATION

A. Robinson Farmer Cox Associates presented the County Annual Finance Report by Jay Sanudo

The auditor said that “there has been much improvement in the finance department, and they have done a lot to make things change.”

Supervisor Bancroft – what was your main concern,

Sanudo said: Stability: There was a lot of change in the finance department and institutional knowledge that left, I think they are on the right track.

Supervisor Hodges made a motion to accept the findings and Supervisor Edwards seconded the motion.

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

AGENDA ITEM 11: PUBLIC HEARING

10.a. Amendments to the Cluster Ordinance – Joyce Wolfe.

All notices were advertised and in accordance with Code §15.2-2204. The We are in a jurisdiction that has had a 10% growth or greater between the Decennial Censuses. By Code the county must provide in their zoning and subdivision ordinances provisions for clustering subdivisions. Clustering preserves open spaces. The goal is to maintain the rural character of the county.

The proposed ordinance would replace the two existing sections that reference Clustering. One of those is duplicative and needs to be repealed and the Planning Commission will be hearing this at their next hearing and will be before you after that. The open spaces/conservation easement could have a house built on it. The private entity would be the holder of the conservation easements not the county of King William.

Staff recommend that the Cluster Subdivision ordinance amendment be adopted and incorporated into the County's Subdivision Ordinance.

Chair Catlett opened the floor for public hearing, no one spoke on this matter.

Vice Chair Robinson wanted clarification on square footage of the lot regarding public water/sewer vs. private water/sewer. Joyce Wolfe suggested that they condition the space with verifying with the Health Department what their minimum recommendation would be.

Chair Catlett had a question about the preservation of open spaces conservation line, Joyce Wolfe said the Planning Commission wants to remove the County from being the holder of that easement. The Planning Commission did not want the County to be in the business of monitoring and enforcing these open space easements. They want it left to the public/private entity that would be the holder of the easement such as the Department of Historic Resources or the Virginia Outdoor Fund and these are examples of entities that hold these types of easements.

Supervisor Edwards made a motion to approve these amendments as noted and the motion was seconded by Supervisor Bancroft.

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 – Vice Chair	Aye
Supervisor, 3rd District: Justin Catlett –Chair	Aye

10.b. Amendments Farm Housing Ordinance – Joyce Wolfe

The Ordinance was erroneously deleted from the 2021 code update. This is a provision to insert the provision into the existing Zoning and Subdivision Ordinance matrix. The farm housing ordinance amendment would permit farm housing on a lot or adjacent lots comprising an agricultural operation of 50 acres or more as an accessory use. The requirements of the ordinance section include limits on the number of structures (one), the size (no more than 2,000 square feet), and the number of occupants (no more than 10). The ordinance further stipulates that the housing may only be occupied by workers and their families, which would prohibit it from being used for short-term rentals or farm stays.

Staff recommend the farm housing ordinance amendment be adopted and incorporated into the County's Zoning Ordinance.

Chair Catlett asked "planning commission approval. Should that be with recommendations from the Planning Commission to the Board of Supervisors for approval?"

Joyce Wolfe responded, “the way they worded it would be an administrative approval by the Planning Commission, it would not come through the Planning Commission to you”.

Supervisor Bancroft asked if any of these currently exist.

Joyce Wolfe responded that yes, the farms currently housing farm workers would not conform to this Ordinance. They would be listed as existing non-conforming but if they came to expand, they would have to comply with the existing Ordinances.

Chair Catlett opened the floor to public hearing:

Chris Couch District 5 – Where did the 50-acre amount come from?

Chair Catlett closed the public hearing.

Brief Discussion was held between the Board of Supervisors and Planner Joyce Wolfe regarding the previous draft and acer requirement and number of people housed.

Supervisor Hodges made a motion to send this ordinance back for clarification, seconded by Supervisor Bancroft. The members were polled as follows:

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

10.c.CUP 03-2024 - Schreck – Staff recommends APPROVAL of the conditional use permit request to increase the size of the accessory dwelling unit subject to meeting all remaining ordinance requirements for accessory dwellings and the following additional conditions:

Mr. Schreck spoke to the Board regarding the CUP. This is an 1829 Virginia Plantation. They wanted to renovate the carriage house, where the bathrooms and kitchen were squeezed into the original structure, and they wanted to move these into the addition and update the electrical in the structure. The carriage house has its own septic system separate from the main house.

No speakers for this Public Hearing.

Supervisor Hodges made a motion to approve the CUP as noted and the motion was seconded by Supervisor Edwards. The members were polled as follows:

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

10.d.CUP 04-2024 – Queenfield Golf Course – Commercial outdoor sports Originally approved through administration process.

Queenfield Golf Course wants to replace the existing clubhouse with a stick build structure, removing the old clubhouse/existing building and tying this building into the existing services. The Planning Office has received site plans.

Chair Catlett opened the floor for the public hearing. There were no speakers

Chair Catlett closed the public hearing.

Supervisor Hodges made a motion to approve the CUP as noted with staff recommendations and the motion was seconded by Supervisor Edwards. The members were polled as follows:

Supervisor, 4th District: Lindsay May Robinson – 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, 3rd District: Justin Catlett –Chair	Aye

Planner Joyce Wolfe provided the Board with an update on future projects in the county for Wawa, Dunkin Donuts, Pinecrest, Kennington Meadows, Upper Mattaponi Tribe, a CUP for a cell tower, as well as a Comprehensive overhaul/review of the Ordinances.

AGENDA ITEM 12: CITIZEN COMMENTS

Robert Minter – West Pont – Sheriff Dispatch Contract concerns.

Chris Couch – District 5 – Transparency, Communication, Performance & Financial Management concerns.

Lisa Mason – Districts 2 & 5 – Disappointed about Mr. Snead’s CUP approval.

Tom Davidson – District 2 – Concerns about how the Board handled Mr. Snead’s CUP approval.

Robbie Parker – District 2- Disappointed in the Board’s decision to approve Mr. Snead’s CUP approval.

Jeanette Wagner – District 5 – Responding to comments about county Board of Supervisor’s wages, comments about Mr. Snead’s CUP.

AGENDA ITEM 13: UNFINISHED BUSINESS

None

AGENDA ITEM 14: NEW BUSINESS:

County Administrator Stacey Davenport discussed the FEMA All Hazards Mitigation Plan Service Agreement.

Motion to accept by Supervisor Edwards, all members were in favor none were opposed.

AGENDA ITEM 15: ADMINISTRATIVE MATTERS FROM THE COUNTY ADMINISTRATOR

The County will be closed on January 20, 2025. The County website is updated when the county is closed as well as NBC and ABC, we are having issues with CBS. The calendar of holidays will be on the website. The FY 2024 CAFR is on the financial page of the website. King William County will be awarded \$27,788.00 from the Forrest Sustainability Fund. Thank you to the Commissioner of the Revenue who took the time to complete the application to get these funds. The Treasurer wanted to remind you that Personal Property Taxes are due January 16, 2025. The Commissioner of the Revenue wants to remind you Business License renewals and Tax Relief Applications are due March 1, 2025. High Mileage applications are due May 1, 2025, and have to be filed every year. They are available in our offices as well as the website, the town office in West Point and the Parks & Rec.

I want to address Ms. Mason's comment: I would like it to be clear that the friend who called me is a licensed attorney. That individual was asking very specific questions about what was in the approved CUP and made it very clear to me that he was asking on behalf of individuals that wanted to potentially hire him. I did not say that I was unaware or didn't know what was in the Board's decision. What I said was that it was not approved by our council for us to release it and because he was calling on behalf of people that wanted to potentially hire him that I would not be discussing it and I provided him with Mr. Flynn's contact information."

AGENDA ITEM 16: BOARD OF SUPERVISORS REQUESTS AND COMMENTS

Supervisor Hodges – Have we received a response from the Insurance Company regarding the scams?

Dave Wilson responded that the Insurance Companies are notoriously slow in responding.

Supervisor Hodges asked for clarification on why a check was written to the wrong agency. Ms. Davenport replied that our Treasurer personally picked up the check from the airport. Supervisor Bancroft confirmed that pursuant to a phone call between her and the Treasurer.

Vice chair Robinson – January 9, 2025, was National Law Enforcement Day and I wanted to give a huge heartfelt thank you to the Sheriff's Deputies and the Town of West Point Police. Thank you all to our men and women in blue. THANK YOU.

I wanted to let you all know that I will be working with our Deputy Clerk on our Newsletter. We will be getting information out to you all.

Supervisor Edwards – A lot of people are throwing stones because they are unsure of how things happen. Those issues will be addressed in the coming future. We are having a fight with West Point with this dispatching. It was very irritating to me to read a letter written by John Edwards that said that basically we had refused to go down there. The only way I got to talk to the mayor was by going to his mother and telling her that I couldn't get him on the phone or get him to call

me. And he finally responded to me because I guess he was embarrassed because he didn't want to tell his mother he didn't do it. The point being they are not responsive at all. We need to get this thing resolved and come together as men and women and talk this thing out. I appreciate one of the Board Member (West Point) that cared enough to come up here and she deserves a hand for that. I appreciate everyone coming.

Supervisor Bancroft – Thank you all for such a good turnout. I agree with Chris Couch on many things, we need to run this more like a business. As far as us accepting anything other than we are getting, I'll tell you this we don't get paid enough for all that we do. If you walked in our shoes, it's not that much for all the time and effort we put in. I've spent some days all day on the phone as well as other members. We have an office here to allow Board members to work from here to do their jobs as well as their Board job. It is a thankless job; we take a lot of crap and have a lot of lies told on us. Ya'll know who I am and how I talk, what I speak about. We don't do this for the money, we do this for other reasons obviously. If someone wants to run and be in one of these shoes, I'd love to see those names out there on that ballot, but I don't see them and that tells you a little bit of something. As far as Mr. Lumpkin goes, give him a call. Yes, we do need to update our website, where are we on the forensic audit, where are we on that?

Dave Wilson initiated a review of multiple accounts. We need information from West Point on the Split-Levy but getting information from West Point is like pulling teeth. As far as criminality goes, the State Police have said these are administrative matters. We are spending a lot of time reconciling past years' ledgers and Split Levy issues. With the staff now, we should be able to provide you a monthly update.

Stacey Davenport followed up on Supervisor Hodges' question about FOIA payments, and do we tell them where to send them. "I do not know, because it doesn't seem like anyone can answer what happened before I came here. Our invoices are issued with this information, and I have personally followed up with the Treasurer".

General conversation about JustFOIA.

Bancroft continued: I would like to see county stickers reimplemented, our dump is being abused and this will cause people to be turned away. We do need presentations made available, I cannot thank Mr. Wilson enough, his staff knows what they are doing. Thank you all so much.

Chair Catlett – Thanking the members for having the confidence in electing me as Chair. I want to say thank you to everyone who responded on January 6, 2025, and offer my condolences to the families.

AGENDA ITEM 17.a.: CLOSED MEETING: County Attorney Mark Flynn asked for a motion in accordance with Section 2.2-3711a.29 of the Code of Virginia, the discussion of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

Supervisor Bancroft made a Motion to convene a Closed Session, the motion was seconded by Vice Chair Robinson. All were in favor, none opposed.

17.b: Motion to Reconvene in Open Session

Supervisor Hodges made a motion to reconvene open session and that motion was seconded by Vice Chair Robinson. All were

17.c. Certification of Closed Meeting

Upon the recommendation of County Attorney Flynn, a motion is made to certify the closed meeting pursuant to section 2.2-3712 of the Virginia Freedom of Information Act (FOIA) and that while in closed session certifies that only the matters for the closed session were discussed. Supervisor Hodges made a motion to certify, and that motion was seconded by Vice Chair Robinson. The members were polled as follows:

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

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

No action coming out of this meeting. I will update the public that we were presented of a draft contract for our review. We will be discussing it amongst ourselves and making our notes and submitting it to Ms. Davenport to take it back to the table.

18. APPOINTMENTS (if any)

a. Appointment of 2 Representatives to the VA Department of Emergency Management Middle Peninsula PDC. Upon discussion of the Board, the recommendations would be the position of the Community Development Director and Andrew Terry.

Motion by Bancroft, the motion was seconded by Vice Chair Robinson.

19. ADJOURN OR RECESS:

Vice Chair Robinson made a motion to adjourn the meeting, and the motion was seconded by Supervisor Edwards.

The meeting was adjourned at 10:49pm on January 13, 2025.

COPY ATTEST:

Justin Catlett, Chair
King William Board of Supervisors

Stacey Davenport
County Administrator