APPROVED AMENDED MINUTES OF THE KING WILLIAM COUNTY BOARD OF SUPERVISORS REGULAR MEETING OF JULY 14, 2025 6:30 PM

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 14th day of JuLY 2025, in the Board Meeting Room of the County Administration Building and via live stream.

AGENDA ITEM 1. Call to Order

The Chair called the meeting to order.

AGENDA ITEM 2. Electronic Participation Approval (if **needed)**

Supervisors Hodges and Bancroft requested to appear virtually. Supervisor Edwards made a motion to approve electronic participation; Supervisor Robinson seconded the motion. The Chair polled the members. All were in favor, none were opposed.

AGENDA ITEM 3. Roll Call

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

AGENDA ITEM 4. Review and Adoption of Meeting Agenda

The Chair called for discussion of the agenda items, Supervisor Robinson made a motion to accept the consent items as presented and Supervisor Hodges seconded the motion. The Chair polled the members. All were in favor, none were opposed.

AGENDA ITEM 5. Invocation/Moment of Silence

The Chair called for a moment of silence.

AGENDA ITEM 6. Pledge of Allegiance

The Chair led the pledge of allegiance.

AGENDA ITEM 7. **Consent Agenda**

The Chair called for discussion of the consent items, Supervisor Robinson made a motion to accept the consent items as presented and Supervisor Edwards seconded the motion. The Chair polled the members. All were in favor, none were opposed.

a. Approval of Minutes:

i. May 19, 2025 Draft Minutes
ii. June 9, 2025 - Draft Minutes
iii. June 13, 2025 Draft Minutes

Resolution 25-38 - KWCPS FY '26 Budget Amendment - School Nutrition Fund $110,000.00
Resolution 25-39 - KWCPS FY'25 Budget Amendment - School Nutrition Fund $73,095.00

d Resolution 25-40- KWC FY '26 Budget Amendment - RAS Paws In The Field Challenge Grant
e Ordinance 05-25 - Staff Bonus Payments
f Office Equipment Lease Agreements
g RFP Renewals - Generator Maintenance & Emergency Repair
h MPPDC Regional Water Supply Plan Preparation
i Circuit Court Appropriation of Comp. Board Funds -(No County Match)

AGENDA ITEM 8. Public Hearing

a. CUP-2-2025-Hermosillo-Accessory Dwelling Unit - Ashley Gault, KWC Planning & Zoning Department

Upon presentation by Ashley Gault of the Planning Department, the Chair opened the Public Hearing on this matter and, finding no speakers, closed the public hearing. Upon closing the public hearing, the Chair called for further discussion from the members and Supervisor Robinson made a motion to accept the CUP-2-2025 as presented. Supervisor Edwards seconded the motion and the Chair called for a roll call vote:

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 Nay
Supervisor, 3rd District: Justin Catlett -Chair Aye
The CUP 2-2025 passes as presented.

b. CUP-3-2025-Passion Community Church - Ashley Gault, KWC Building & Zoning Department

Upon presentation by Ashley Gault of the Planning Department, the Chair opened the Public Hearing on this matter and, finding no speakers, closed the public hearing. Upon closing the public hearing, the Chair called for further discussion from the members and Supervisor Edwards made a motion to accept the CUP-3-2025 as presented. Supervisor Hodges seconded the motion and the Chair called for a roll call vote:

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
The CUP 3-2025 passes as presented.

AGENDA ITEM 9. Presentations

a. Library Update

i. County Update - Clarence Monday, County Administrator

Clarence Monday updated the County on the transition of the Library. "The bids were sent out for distribution several weeks ago and once we started interacting with bidders and noticing questions that we were either getting or not getting, we decided that it was in the county's best interest to rebid the project.
and that might not make much sense and the best thing to do was to make sure that we showed that thing up, and we had very concise, clear instructions. That was very well defined State Procurement Act, and what we decided to do with an abundance of caution was to rebid the project. Once the Bids close staff will present the award of the project on the BOS second August meeting.

ii. Library Board of Trustees - Ashley Herndon, Chair of the KWCLS-LBOT

Ashley Herndon, Chair of the LBOT given an overview of their accomplishments: hosted 2 Town Halls, created policies, bylaws.
"We discussed developing a community survey that allowed residents to vote on logo concepts, some non-resident card options and other questions. Unfortunately, the survey was released without our questions, but it did allow our community an opportunity to vote on the library. The Logo design winner was Tracey Carlton, member of the LBOT. "Collectively as a board. We've developed this list of the most important items to be reviewed this evening. The 1st I'll start with our area of improvement financial reporting se need clear and frequent financial reporting from both county and Ls. And S.
From all library expenditures and revenue. The only financial document that we have received to date is in the physical contract between the county and Lsms that is referenced in Section E of the contract. So as a solution, I propose that the Library Board leadership receive monthly financial reports from Ls. And S. And the director's report, and from appropriate county staff. Next is our area of concern. And this is our policy enforcement. The Library Board of Trustees is responsible for the establishment of policies and regulations for the business and governance of the King William Library system.
as of. Now, we do not have any mechanism in place for the evaluation or accountability of enforcing these policies, these approved policies and regulations. With Ls. And S. We passed policies and approved them on April 20 second, where representatives from the county and Ls. And S. Were both physically present and active in that discussion. Those same approved policies were supposed to be included in the State Aid application that went out before June first.st the Library Board of Trustees did not receive a copy of that State Aid application prior to its submittal. We just received a copy of that application as of yesterday. The April Board meeting minutes captured all of the details to the revisions of the policies and bylaws that were approved by the library board of trustees.

However, those same revisions were not fully applied to the actual policy document. The opening of our 1st independent King William Library took place on July first, st and unfortunately we were all alarmed to see that those same approved policies were not being

implemented and still are currently not being offered due to the fact that some of the details were never transcribed to the physical document. Those were all captured on audio in the minutes and in person, for all parties involved. We have been told countless times that the contract with Ls. And S.
It's with the county and not the Board of Trustees. This unique construct makes it incredibly hard for the Library Board of Trustees to carry out our duties, as stated very clearly in the Board of Supervisors' Resolution and the previously cited Virginia Code. If we cannot fully govern and ensure that the decisions are carried through Then how can our libraries reflect the desires of our King William County citizens to be a true, independent library system. The only solution is for Ls. And S. To implement our adopted local policies and regulations as indicated in the contract between Ls and Sand the county. I'd like to say that while there has been obvious obstacles to staff turnaround, lack of transparency and flow of information. We are extremely appreciative of Mr. Monday and Mr. Zhang in their efforts to turn this around". But if we do not have the ability to enforce the policies and regulations that the library board of Trustees adopts and approves, We don't see how we can effectively be a conduit between the county and the community based on the constraints of the Ls. And S contract.

I feel confident enough to speak for the entire library Board of Trustees to say we join to serve our community and to make a positive impact in the process of establishing an independent library system that reflects our community's unique values. And me, we each have invested countless hours.and have yet to see a return on our investment. If the policies that we, as a library board of trustees adopted in April are not fully implemented by LSandS we have no choice but as an entire board of trustees to resign". The members of the board discussed the matter with the County Attorney.

iii. **Library Systems & Services - Sue Considine**

Sue Considine from LS&S provided an introduction of Cat Rashid the new Library Director and comments on the on-going matters for the library.

iv. Introduction/Comments - Cat Rashid, KWCLS Executive Director

Cat Rashid, KWCLS Library Director provided a services update as well as a calendar of events for the WP branch. "Our community needs assessment will be launching soon. This is the method used to uncover what the community wants and needs from its library through an Ls and S led multi-step process, including collecting valuable input from the public key stakeholder groups. Our team will leverage data and library best practices to provide a deep understanding of patrons and community. This process will inform short-term and long term planning and also provide benchmarks and information that will be valuable to us when we go to do our strategic planning project. We aim to launch the community needs assessment this fall".

Benny Zhang, the County Attorney provided comments regarding the delay of the policy reviews. The members provided comments and had discussions.

AGENDA ITEM 10. Citizens Comment Period

The Chair opened the Public Comment period.
Joshua Brassard - 2nd District
Tim Davidson - 2nd District
Tracey Carlton - 3rd District
There being no further speakers, the Chair closed the Public Comment period.

AGENDA ITEM 11. Unfinished Business

a. Resolution 25-26 - KWC FY '26 Budget Amendment - KWCSO Overtime for E911 Dispatchers

The Board revisited Resolution 25-26 (FY '26 Budget Amendment for KWCSO OT for E911 Dispatchers). Sheriff Lumpkin responded to comments from the members who then further discussed the matter. Supervisor Edwards made a motion to amend the FY '26 KWCSO Budget amending the line for OT for E911 Dispatchers to $25,000.00 and the motion was seconded by Supervisor Bancroft. The Chair called for further discussion and a roll call vote 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
The Resolution passes as amended.

AGENDA ITEM 12. New Business

a. RFP - County Auditor - Cathy Stevens, KWC Finance Department

Cathy Stevens, Finance Department provided an update to the Board regarding the selection of a County Auditor. Upon discussion of the members Supervisor Edwards made a motion to direct the County Administrator to endorse the employment agreement with CLA and Supervisor Robinson seconded the motion. the Chair called for a roll call vote:

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

The motion passes

b. RFP Reassessment of Real Property - Cathy Stevens, KWC Finance Department

Cathy Stevens, Finance Department provided an update to the Board regarding RFP for Reassessment of Real Property. Upon discussion by the members, Supervisor Bancroft made a motion to accept the proposal from Vision and the motion was seconded by Supervisor Hodges. The Chair called for a roll call vote

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

The motion passes as presented.

c. Finance Director Work Order - Clarence Monday, KWC County Administrator

Benny Zhang, County Attorney, presented to the Board the Work Order to hire an Interim Finance Director. Upon discussion between the members ~~Supervisor Hodges made a motion to enter the work order and Supervisor~~ Amend 12.c. (line 2).Supervisor Hodges made a motion to send the Work Order back to the Berkeley Group to find another person and Supervisor Bancroft seconded the motion

The Chair called for a roll call vote:

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

The motion dies.

Supervisor Edwards made a motion to revisit the Work Order (upon the conclusion of the County Administrators Report) and upon further discussion Supervisor Edwards made a motion to enter the Work Order as presented and Supervisor Robinson seconded the motion.
The Chair called for a vote and the members were polled as follows:

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

The motion passes and staff is directed to endorse the Work Order as presented.

AGENDA ITEM 13. Administrative Matters from County Administrator - Clarence Monday

a. Administration Report

Mr. Monday provides the Board with his thoughts on being an Interim Administrator.

b. County Administrato1· Recruitment Update

Mr. Monday provided information to the Board regarding the steps that staff will take regarding the recruitment of a new county administrator. The Board will be meeting with the recruiters on July 28, 2025 at 3pm here in the Board Room. This is a public meeting.

c. Department/Agency Reports

Attached in the Agenda Packet

AGENDA ITEM 14. Board of Supervisors' Requests and Comments

Supervisor Hodges - welcome to everyone who came out tonight.

Supervisor Robinson - I would like to request an update on the county website redesign, a pending projects pages and update the county Facebook page. Personally thanked Mr. Monday and Mr. Zhang. "thank you so so much to our library board a few of you that are still here. I understand your concerns. I've seen them rightfully, so I know I will continue to be involved as much as I can, and work with county staff to get your policies put in place. I mean. That is why I was glad to see we had a governing board to sit here and make these decisions and represent this county and the vision that people had, and I don't want to see that taken away from you all at all". Thanked everyone for coming.

Supervisor Catlett provided comments on the on-going WaWa project.

Supervisor Bancroft - A resident had concerns about being able to use PRL in neighboring counties. A resident has concerns about the Citizen Advisory Budget Committee and the Resolution. "I would like to give my heartfelt apologies to the Chair of the LBOT. I am mortified about this".

Supervisor Edwards - thanked everyone for coming out tonight. "very contentious situation going on right now with a lot of decisions, we're having to make and try to do the best we can. Its not perfect, but it's very difficult to set up and do what we're trying to do and make all the right calls. it's just not gonna happen. There are gonna be mistakes made". He is grateful for Mr. Monday and our awesome County Attorney

Supervisor Catlett: Has had conversations with Board Members and Staff and " I think a lot of weight's been lifted and they see a: a light at the tunnel end of the tunnel, so to say, So we'll keep moving forward".

AGENDA ITEM 15. Closed Meeting

a. Motion to Convene Closed Meeting - Appointment to a Board or Commission

Supervisor Bancroft made a Motion to move into closed session in accordance with section 2.2 3 7 11 a 1 of the Code of Virginia to consider a matter involving the appointments of individuals to boards and commissions.

Supervisor Edwards seconded the Motion. The Chair polled the members; all were in favor and none opposed.

b. Motion to Reconvene in Open Session

Supervisor Bancroft made a Motion to reconvene in Open Session. Supervisor Robinson seconded the Motion. Chair Catlett called for a discussion; all were in favor and none opposed.

c. Certification of Closed Meeting

Supervisor Bancroft made a Motion Certifying that the Closed Meeting and that the King William County Board of Supervisors certify that, in accordance with Virginia Code section 2.2-3712 (D), that the Closed Meeting just held was for a matter(s) authorized by the

Freedom of Information Act and that while in closed session, only the matters for which the closed session was called were discussed. The motion was seconded by Supervisor Hodges. The Chair called for a vote and 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

The Board entertained a Motion for the appointment of Robert Hubbard to the HPARB, Troy Simons, Veda Frazier and Amy Edwards to the Recreation Commission. Supervisor Edwards made a motion and Supervisor Bancroft seconded the motion.

The Chair called for a vote and 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

The Board is looking for interested residents to submit applications for the vacancy on the Board of Zoning Appeals

AGENDA ITEM 16. Appointments

a. Appointment to the Board of Zoning Appeals (Resolution 25-33)

To come back at a later date

b. Appointment to the Historical Preservation and Architectural Review Board (Resolution 25- 34)

The Board appoints Robbert Hubbard.

c. Appointments to the Recreation Commission (Resolution 25-35)

The Board appoints Troy Simons, Veda Frazier and Amy Edwards

d. Appointment to the KWCLS Library Board of Trustees (Resolution 25-37)

The Board continues this to another date.

AGENDA ITEM 17. Adjourn or Recess

Supervisor Bancroft made a motion to adjourn, and the motion was seconded by Supervisor Edwards. The Chair called for further discussion and finding none; the members were polled; all were in favor and none opposed.