

**APPROVED MINUTES OF THE KING WILLIAM
COUNTY BOARD OF SUPERVISORS REGULAR
MEETING OF JULY 28, 2025**

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 28th day of July 2025 at 6:30 pm, 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) None

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

Supervisor Bancroft asked to add a second closed session to the agenda. Supervisor Robinson made a motion to accept the agenda as amended. The motion was seconded by Supervisor Edwards. The Chair asked for further discussion, all were in favor, none opposed.

AGENDA ITEM 5. Invocation Pastor Nathaniel Puller from the Forge Ministry lead the Invocation

AGENDA ITEM 6. Pledge of Allegiance The Chair lead the Pledge of Allegiance.

AGENDA ITEM 7. Consent Agenda

Upon discussion of the members it is requested that the minutes from July 14, 2025 are removed from the agenda. Staff is directed to review the meeting minutes from July 14, 2025, specifically regarding the Finance Director Work Order.

Supervisor Bancroft made a motion to adopt the agenda as amended (minus the minutes) and Supervisor Robinson seconded the motion. The Chair polled the members, all were in favor and none opposed.

a. Approval of Minutes: Removed and moved to the August 11 meeting

i. July 14, 2025 Draft Minutes

b. Renewal RFP – Bowman -Approved

c. Resolution 25-43 - KWCPs FY '26 Budget Amendment - SSO Grant award \$325,000.00

Approved

d. Resolution 25 - 42 KWCSO FY '26 Budget Amendment - NG911 Additional Funding award of \$150,000.00 – Approved

AGENDA ITEM 8. Public Hearing

a. Z-01-2025, Route 360 Business Management Area Strategic Rezoning Initiative

Joyce Wolfe, Planner in the KWC Planning and Zoning Department presented Zoning-- 01- 2025 - Upon presentation to the Board, the Planning Commission and staff recommend that the Ordinance is passed as presented. The Public Hearing was opened, there were no speakers and the Chair closed the Public Hearing. Kevin Kirby spoke to the Board regarding his future plans for his portion of the land.

Supervisor Edwards made a motion to approve the Ordinance with the proffers as submitted and the motion was seconded by Supervisor Hodges.

The Chair called for a Roll Call Vote as follows:

Supervisor Edwards - aye
Supervisor Robinson - aye
Supervisor Bancroft - aye
Supervisor Hodges - aye
Char Catlett - aye

The Ordinance passes as proffered. Staff is directed to process this in accordance with their procedures.

AGENDA ITEM 9. Presentations

Clarence Monday, Interim County Administrator, provided an introduction to the Interim Finance Director, Julie Kaylor..

a. Julie Kaylor, KWC Interim Finance Director - Introduction

b. Finance - Departmental Report - Julie Kaylor

Julie Kaylor presented her schedule and her initial interactions with each department to get an understanding of what the current staff is working on. Strategic Priorities: redeveloping the FY '26 budget, managing the FY '25 Audit, reporting to the Board and then supporting the Finance staff that comes up and keeps things moving. A staff meeting was held to discuss the Strategic Priorities, goals of the department and any questions that the staff had. The members welcomed her and appreciated her being here to assist staff.

c. Resolution 25-44 Annex G to EOP (Weather Station) Andrew Terry, KWC Assistant Emergency Manager -

Assistant Emergency Manager Andrew Terry presented the Resolution to the Board. The Storm Ready Program, the Upper Mattaponi and the County are requesting that this Resolution is passed to allow their participation in the program.

Supervisor Robinson made a motion to adopt as presented. The motion was seconded by Supervisor Bancroft. The Chair called for a roll call vote as follows:

Supervisor Robinson - aye
Supervisor Bancroft - aye
Supervisor Hodges - aye

Supervisor Edwards - aye
Char Catlett - aye

The Resolution passes as presented. Staff are directed to process this Resolution according to office procedures.

AGENDA ITEM 10. Citizens Comment Period

The Chair opened the citizen comment period:
Fran Freiemark - District 4 Tom
Davidson - District 2

No other speakers, the Chair closed the citizen comment period.

AGENDA ITEM 11. Unfinished Business

None

AGENDA ITEM 12. New Business

a. Trash Decals

Supervisor Bancroft led the discussion regarding the issues at the transfers stations (aka dumps). Non-residents are adding weight to the County's overall costs for refuse. Citizens are being turned away from the dump because it is full. "Residents should not be turned away from their dump". Idea-issue one sticker for a lifetime or issue stickers on the back side of the mirror. Supervisor Edwards and Supervisor Bancroft discussed the differences between attendants to check licenses versus stickers.

Supervisor Robinson asked if there are numbers that support resident and non-resident trash weights.

Supervisor Bancroft encourages the Board member to speak to the attendants.

No action taken on this issue.

b. Resolution 25 - 44 - PPRTA - Karena Funkhouser, KWC COR

Karena Funkhouser, the KWC COR provided information to the Board and requests that the Board approve the Resolution and allow her to set the PPRTA amount as presented. The State gives to the County \$1,204,341.00 every year.

Supervisor Bancroft made a motion to approve the Resolution as presented and Supervisor Robinson seconded the motion.

The Chair called for a vote and the members were polled as follows:

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

The Resolution passes as presented. Staff is directed to prepare the Resolution for endorsement.

AGENDA ITEM 13. Administrative Matters from County Administrator

a. Administration Report - Clarence Monday, Interim County Administrator

The County Administrator provides the Board with county updates.

b. Department/Agency Reports

Department/Agency Reports are provided in the agenda packet.

AGENDA ITEM 14. Board of Supervisors' Requests and Comments

Supervisor Bancroft – “Bancroft Thank you everybody for being here also I want to make note if everybody could keep the family of Patrick Timberlake in your thoughts and prayers he was a Mangohick Volunteer Fire Department member and he was laid to rest yesterday it was an amazing turnout he meant a lot to a lot of people and so good to see that and so keep Stephanie and the boys in your thoughts and prayers please also to I had requested that we do a resolution to establish the Volunteer Fire Department Incentive Plan but it is being fine-tuned by the County Attorney so I just want folks to know who those I had talked to about that is happening but it's going to be fine-tuned so that is going to be coming about soon so I wanted to make sure you all are aware of that and that was it just thank you so much”.

Supervisor Robinson “I do want to acknowledge a new business in the county it's a nonprofit it's off Sharon Rd. it's Mechanics of Faith I don't know if anybody's familiar with that or I've heard of it but I've talked to their service manager Ms Thurston the other week and she's very excited they're grateful to be in King William and do some good for people less fortunate but she did want me to just make an announcement or asked if I would, but the first Wednesday of every month at 9:30 at their location on Sharon Rd. they do something called Under The Hood event and that's where they talk to different people in the community about what others less fortunate could possibly use or need so if you're ever interested in you know donating or working with that group I'm sure they would really appreciate it and it was also brought to my attention last week from a governor's press release that miss Raven Custalow she is a nurse practitioner with the UMT healthcare Aylett Family Wellness, she was appointed to the Virginia Commission for the Arts so just want to give her a shout out and say congratulations to her that's a pretty big accomplishment when the governor appoints you to something so hats off to her thank you everybody for coming”.

Supervisor Edwards – National Night Out will be held at King William High School it's August 5. zit starts at 4 ends at 8 we're going to have food trucks dump tanks vendors Chad rockets DJ and they're going to introduce the new K9. So y'all make sure you come out and support them because don's doing a lot of good work for the schools today. Thanks everyone for coming out tonight.

Supervisor Hodges - Thank you everybody for coming out and one thing he didn't mention we will also get every applicant information they're going to give it all of us every bit of it so we'll know was it analyst and everybody just skipped over and we think they need to be interviewed we can ask for that right but that's about all”.

Catlett – “We have a little bit more work to do tonight we have closed session that we need to go in and speak about”

AGENDA ITEM 15. Closed Meeting

a. Motion to Convene Closed Meeting - Supervisor Bancroft made a motion to convene in closed session in accordance 2.2-3711.A.3.to negotiate a particular parcel property along the Richmond-Tappahannock Highway and in accordance with 2.2-3711.A.7. legal advice pertaining to settlement discussions in an ongoing litigation matter with the county. Supervisor Robinson 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 and Supervisor Hodges seconded the motion.

c. Certification of Closed Meeting Supervisor Bancroft certified that during the Closed Meeting, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Board of Supervisors.

d. Action on Closed Meeting (if necessary) None

AGENDA ITEM 16. Appointments (if any) None

AGENDA ITEM 17. Adjourn or Recess

Supervisor Bancroft made a motion to adjourn, and Supervisor Edwards seconded the motion. The Chair polled the members; all were in favor and none opposed