

APPROVED MINUTES OF THE KING WILLIAM COUNTY
BOARD OF SUPERVISORS REGULAR MEETING OF
SEPTEMBER 8, 2025

A regular meeting of the Board of Supervisors of King William County, Virginia, was held on the 8th day of September 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 Supervisor Hodges made a motion to approve Supervisor Bancroft's electronic participation and Supervisor Edwards seconded the motion. The Chair polled the members, all were in favor and none opposed.

AGENDA ITEM 3. Roll Call – all supervisors were present.

AGENDA ITEM 4. Review and Adoption of Meeting Agenda Supervisor Robinson made a motion to adopt the agenda as presented and Supervisor Hodges seconded the motion. The Chair polled the members, all were in favor and none opposed.

AGENDA ITEM 5. Invocation/Moment of Silence the Chair led the meeting in the moment of silence.

AGENDA ITEM 6. Pledge of Allegiance The Chair led the meeting in the Pledge of Allegiance

AGENDA ITEM 7. Consent Agenda

- a. Approval of Minutes:
 - i. August 25, 2025, Draft Minutes
- b. Resolution 25-50 - Recognizing Constitution Week from September 17-23
- c. Resolution 25 - 51 - KWCFD FY '26 Budget Amendment - DomREPP Grant

Chair Catlett invited Rebecca Townsend to speak about Constitution Week.

Supervisor Robinson made a motion to approve the Consent Agenda as presented and Supervisor Hodges seconded the motion. The Chair polled the members, all were in favor and none opposed.

AGENDA ITEM 8. Public Hearing

a. **Ordinance 07-25 - Staff Bonus Payments** The County Attorney addressed the Board regarding the Ordinance. Libby Gooden, Interim HR Director provided additional information regarding the PIA for staff. The Chair opened and closed the Public Hearing as there were no speakers. Upon further discussion by the Board, the Board requests that the PIA funds for employees in the five Constitutional Offices be determined by the respective Constitutional Officers. None of these funds can be used to increase base salaries and will be paid as a one-time bonus for county employees. The funds are pooled together for County (non-Constitutional employees) and distributed equally amongst the current staff, and the Board is amending the original proposed probationary provision. The same stipulation remains in that base salaries cannot be amended. the probation provision. Supervisor Robinson made a motion to approve the Ordinance as agreed by the Board and Supervisor Edwards seconded the motion.

The Chair called for a vote, 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

The motion passed unanimously, staff is directed to follow internal procedures.

AGENDA ITEM 9. Presentations

a. KWCPS Report - Dr. Charles Wagnor, Superintendent updated the BOS on the student population and new class offerings. He is creating a representative group regarding their budget and is considering asking a member of the BOS, county staff and residents to join. He thanked the KWCSO for their handling of the unexpected, recent incident at the school.

b. Highway 360 P&R Project - Clarence Monday, County Administrator introduced Allison Patterson and Brandon Walsh from the Parks & Recreation Department. They brought an initial idea to the BOS for their input regarding additional soccer fields on a county owned 10 acre piece of land on Highway 360. Robert Hardwick, Vice Chair of the Economic Development Authority Board spoke “this is a good opportunity for the county”. The project will be funded through a mix of county funds and donated materials and donated labor. Supervisor Hodges made a motion to refer this matter to the Recreation Committee for further direction and Supervisor Edwards seconded the motion. The Chair polled the members, all were in favor, and none opposed.

c. HR Update - Libby Gooden, KWC Interim HR Director updated the board on the current number of views and applications on the employment postings and internal Supervisor Bootcamps for current staff. She reviewed recent public sector labor challenges and opportunities to aid in recruitment.

AGENDA ITEM 10. Citizens Comment Period - The Chair opened the Public Comment Period Speakers:

Mr. Frank Parker – Hanover County

No further speakers, the Chair closed the Public Comment Period.

AGENDA ITEM 11. Unfinished Business

- a. Dog Ordinances - DS Bowles and DS/ACO Smith, KWCSO. (BOS to review the Memo and provide directions, no presentation at this meeting)**
 - i. Compensation for livestock and poultry killed by dogs.**
 - ii. Dogs Running at Large**
 - iii. Dangerous/Vicious Dog**

Upon discussion of the members, the Chair would like a detailed presentation on the proposed amendments to the ordinance. The County Attorney will coordinate with the Deputy Sheriff’s on

the presentation that is requested for the next meeting (9/22/2025) and will focus on amendments that are necessary following changes in the State Code.

AGENDA ITEM 12. New Business

a. **Aid To Localities (ATL) Appropriation, ~~Clarence Monday~~ Cathy Sevens, Finance Department** provided the update. She proffered that the county received \$73,778.00 in ATL funds. The county received \$31,778.00 more than previously included in the current budget therefore she requests that the county allocate these additional unbudgeted funds as appropriate. After discussion amongst the members Supervisor Hodges made a motion to allocate and appropriate the funds through Resolution 25 - 52; Supervisor Edwards seconded the motion. The Chair called for a vote, 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

The motion passed unanimously, staff is directed to follow internal procedures.

AGENDA ITEM 13. Administrative Matters from County Administrator

a. **Administration Report - Clarence Monday, County Administrator** Updated the Board on the status of applicants for the County Administrator's position. The applications are currently being screened, and the report to the Board is scheduled for October 6, 2025 (a public notice to follow). The Finance Department met to discuss the Audit, Split Levey, remaining bank reconciliations, update on the new water tank.

b. Department/Agency Reports

i. **Emergency Management Report and Update - Andrew Terry, Asst. Emergency Manager** updated the Board with the latest Perry Weather station data, that will be available to the public through various websites.

AGENDA ITEM 14. Board of Supervisors' Requests and Comments

Supervisor Hodges - County Attorney, County Administrator and the Director of the Regional Airport to discuss the counties contract (in the budget there were \$0 funds allocated to the Airport). Thank everyone for coming.

Supervisor Robinson - Thanked the Sheriff's Office for keeping the school system safe. Expressed her sympathy to Mr. Parker and does not condone the behavior of Supervisor Bancroft.

The Vice Chair made a Motion to Censure Supervisor Bancroft based on the proffer of Mr. Parker and her alleged violation of the BOS bylaws. Supervisor Edwards seconded the motion and the Chair called for a vote and based upon comment by the County Attorney Supervisor Bancroft does not vote on this motion. The vote is as follows:

Supervisor, 4th District: Lindsay May Robinson – Vice Chair	Aye
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Supervisor, 5th District: Mary Sue Bancroft	Does not vote
Supervisor, 1st District: William L. Hodges	Aye
Supervisor, 2nd District: Benjamin J. Edwards, III	Aye
Supervisor, 3rd District: Justin Catlett –Chair	Aye

Supervisor Edwards – Expressed his sympathies to Mr. Parker.

Supervisor Catlett - Expressed his sympathies to Mr. Parker. “On behalf of myself and the Board we are deeply sorry”.

Supervisor Bancroft - Read aloud her written apology to Mr. Parker and his family, a copy of which was mailed to him prior to this meeting. She offered additional comments regarding the matter.

Supervisor Robinson called a Point of Order during Supervisor Bancroft’s comments. Chair Catlett admonished Supervisor Bancroft that she was on the cusp of violating the bylaws

AGENDA ITEM 15. Closed Meeting (if needed) – None

- a. Motion to Convene Closed Meeting**
- b. Motion to Reconvene in Open Session**
- c. Certification of Closed Meeting**
- d. Action on Closed Meeting (if necessary)**

AGENDA ITEM 16. Appointments (if any) – None

AGENDA ITEM 17. Adjourn or Recess

Supervisor Hodges made a motion to adjourn, and the motion was seconded by Supervisor Edwards.