

**King and Queen County
Board of Supervisors Meeting
Monday, August 25, 2025**

6:00 P.M.

**Work Session Meeting
King and Queen County Courts and Administration Building
Second Floor Conference Room A/B**

Minutes of the Meeting

CALL TO ORDER AND ROLL CALL

Chairman Mark Berry called the meeting to order. A roll call was taken with member Sherrin Alsop being absent.

APPROVAL OF WARRANTS

A motion was made by Ms. Norman and seconded by Mr. Simpkins to approve the August 25, 2025 warrants.

AYES: J.L. SIMPKINS, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: S. C. ALSOP

PRESENTATION – DAVENPORT

David Rose and Kyle Laux from Davenport provided an update on the plan of finance previously presented. They provided a timeline for the RFP process for securing the interim financing if the Board chooses to proceed.

It was the consensus of the Board to proceed with issuing the RFP and have a proposal to approve in October.

SUMMARY OF ORDINANCE AMENDMENT RECOMMENDATIONS

Ms. Seay provided an update on the following ordinance amendments that will be coming to the Board for review and approval in the coming months:

- Zoning Text Amendment
- Zoning Ordinance Comprehensive Update
- Building Permit Fees
- Cigarette Tax
- Vehicle License Fee Billing
- Personal Property Tax Classifications
- Court Fees
- Business License

- Elderly and Disabled Tax Threshold

SUMMARY OF POLICY AMENDMENT RECOMMENDATIONS

Ms. Seay provided copies of the following policies and gave an overview of the proposed changes:

- Procurement Policy – this policy is changing to include new language and increases the amounts limits as allowed by the General Assembly.
- Telework Policy – This is a new policy brought forth by the HR Director as the request of the County Administrator.

DISCUSSION – DOMESTIC VIOLENCE SHELTERS/SHERIFF BALDERSON

Sheriff Balderson advised the board that he and his staff are experiencing increasing difficulty when trying to locate reliable services for victims of domestic violence. He has been working with Thrive Virginia and Bridges of Change but has been unable to get information on actual services provided. Both agencies seem to be placing blame on each other rather than coming to a solution. He will continue to work on getting a good resolution through meetings with Thrive Virginia, Bridges of Change and Avalon.

APOINTMENT TO TRI-RIVER ASAP BOARD – SHERIFF BALDERSON

A request has been received from the director of the Tri-River ASAP board that Sheriff Balderson be appointed to that board replacing Jill Hall who is unable to attend meetings. Sheriff Balderson advised that he is willing to serve if appointed.

A motion was made by Ms. Billups and seconded by Ms. Norman to appoint Sheriff Balderson to the Tri-River ASAP board.

AYES: J.L. SIMPKINS, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: S. C. ALSOP

DISCUSSION OF REQUEST TO CHANGE FOIA OFFICER APPOINTMENT

Ms. Seay advised that recent guidance states that the county attorney should not also serve as the county FOIA officer. Ms. Ammons held this position previously and has advised that she is willing to do so if appointed by the board.

A motion was made by Ms. Norman and seconded by Ms. Billups to appoint Tina Ammons as the county FOIA officer.

AYES: J.L. SIMPKINS, M. R. BERRY, M.H. NORMAN, C.R. BILLUPS

NAYS: NONE

ABSENT: S. C. ALSOP

ITEMS BROUGHT FORTH BY MEMBERS OR STAFF

Ms. Seay advised of the trip to Danville to tour the Institute of Advanced Learning and Research on September 12th. Anyone wishing to attend needs to let staff know.

She also advised of the tour of a solar facility in Albemarle County on September 16th that is being sponsored by Dominion Energy. Anyone wishing to go needs to let her know.

The board was reminded of the VACO conference in November, anyone wishing to attend please let Tina Ammons know.

Mr. Berry requested information on the budget impact of the proposed \$6.5 million interim financing.

CLOSED MEETING

A motion was made by Ms. Billups and seconded by Mr. Simpkins to enter into Closed Meeting pursuant to **Va. Code § 2.2-3711(A)(5)** for discussion concerning the expansion of an existing business where no previous announcement has been made of the business' interest in expanding its facilities in the community relating to a business in the Stevensville Magisterial District; and pursuant to **Va. Code § 2.2-3711(A)(8)** for consultation with legal counsel employed or retained by the public body regarding legal advice by such counsel relating to a County contract with a business located in the Stevensville Magisterial District.

A motion was made by Ms. Billups and seconded by Ms. Norman that each member of the King and Queen County Board of Supervisors certify that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the King and Queen County Board of Supervisors, and (iii) no action was taken in the closed meeting.

Simpkins – Certified
Berry – Certified
Norman – Certified
Billups - Certified

IT IS ORDERED THAT THIS BOARD BE ADJOURNED

A motion was made by Ms. Billups and seconded by Ms. Norman to adjourn the meeting at 8:40 p.m.

Chairman

Clerk of the Board