

Regular Meeting  
Monday, February 7, 2011  
6:00pm  
Chowan County Public Safety Center  
305 West Freemason Street

MINUTES

The Chowan County Board of Commissioners held their regular meeting on Monday, February 7, 2011 at 6:00pm in the Chowan County Public Safety Center, 305 West Freemason Street Edenton NC. Present Chairman Eddy Goodwin, Vice Chairman Keith Nixon, Commissioners Emmett Winborne, Ellis Lawrence, Ralph Cole, Jeff Smith and John Mitchener. Staff Present Finance Officer Lisa Jones; County Manager Paul Parker and Board Clerk Susanne Stallings

Chairman Eddy Goodwin called the meeting to order and then led the group in the pledge.

Commissioner Cole then provided the invocation.

**Public Comment**

Chairman Eddy Goodwin asked for public comment in accordance with NCGS 153A-52.1.

Barbara Yates with the Friends of the Animal Shelter read a statement sharing the successes of the Friends of the Animal Shelter, a copy of the statement is in the meeting file labeled February 7, 2011.

Mr. Parker noted that he has met with Commissioners and Managers from Perquimans and Gates Counties. He stated that the Counties have agreed to draft an MOA to clarify the percentages per county. He stated the counties will ask for input from the Friends during budget planning.

Edenton Town Councilman Bob Quinn stated his appreciation of the work of the friends of the animal shelter.

There was no further public comment.

**Consent Agenda**

**Tax Release Report (attached)**

Baker, J.	\$122.09	Veteran exemption applies
Rice, D.	313.63	Priced too high by computer
Walker, S.	198.89	SITUS Perquimans Co.

**Approval of Minutes**

Approval of the minutes of the January 3, 2011 and January 18, 2011 meetings, the executive session minutes will be sealed.

Board Clerk Susanne Stallings noted some spelling corrections.

**Recommended Budget Amendments**

BA-1011-053

3518	Mosquito Grant	\$ 1,000	Decrease revenue from Dept of Environment and Natural Resources for mosquito control activities
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51101	Health	\$ 1,000	Decrease expense for mosquito control activities including chemicals purchases and overtime for spraying
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**Budget Transfers**

BT-1011-009

4950	Ag Ext	\$ 3,602	Decrease Ag Extension contracted services for salary and benefit underspending due to position vacancies
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8200	Central Svcs	\$ 3,602	Increase expense for unemployment billed from NCSU for County grant employee reduction in force 6/30/2009
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**Surplus Equipment**

Ms. Stallings explained that the Recreation department has requested that the Board declare three treadmills surplus. She noted that one was used for parts and the other two are not working. The treadmills were replaced earlier in the year. Staff will list the three items on Gov Deals.

Being no further discussion, Commissioner Nixon moved that the Board approve the consent agenda. Chairman Goodwin asked for all in favor, the motion passed (7-0).

**ROAP Resolution**

Herb Mullen requested support of legislation to amend NCGS 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program, to allow for Elderly & Disabled Transportation Assistance Program funding through the Regional Public Transportation Authority. He provided the Board with a resolution and supporting documentation for the Board's consideration.

Resolution for Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority to seek Legislation to amend N.C.G.S 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program.

A motion was made by Commissioner Mitchener for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority is a Public Transportation Authority created under N.C.G.S 160-575, which serves the counties of Chowan, Perquimans, Pasquotank, Camden, and Currituck.

WHEREAS, this amendment will, by local resolution, allow the member counties of a Regional Public Transportation Authority created under N.C.G.S 160-575 to apply for the county's Elderly & Disabled Transportation Assistance Program funding regionally through the Regional Public Transportation Authority and combine the funding to seamlessly serve the entire region.

WHEREAS, by assuming the responsibility of completing the grant application, directly receiving, and reporting on this funding regionally, the Regional Public Transportation Authority created under N.C.G.S 160-575 will assume all fiduciary, reporting, public notification, and audit requirements associated with the N.C.G.S 136-44.27.

WHEREAS, the purpose is to amend N.C.G.S 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program to accomplish the following objectives:

- ✓ Reduce the number of Rural Operating Assistance Program (ROAP) accounts ARHS-ICPTA manages from thirty (30) down to six (6).
- ✓ Allow a Regional Public Transportation Authority created under N.C.G.S 160-575 to leverage the region's current EDTAP allocation against the FTA Section 5310 Grant for Elderly Individuals and Individuals with Disabilities created under SAFETEA-LU, which is a 50/50 grant.
- ✓ Reduce the number of grant applications and reports NCDOT will have to review concerning North Carolina's ROAP program.

NOW, THEREFORE, be it resolved; that Albemarle Regional Health Services d/b/a Inter-County Public Transportation Authority will seek Legislation to amend N.C.G.S 136-44.27 North Carolina Elderly and Disabled Transportation Assistance Program.

Commissioner Nixon asked if the money is a wash for the County.

Mr. Mullen stated yes.

Commissioner Smith asked if the County has oversight of the fund.

Mr. Mullen stated that the County has a representative on their Board.

Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

**Annual Report of Unpaid Taxes & Tax Lien Advertising**

Tax Administrator Gene Rountree requested approval of the report and request the Board to order advertisement of 2010 tax liens. He noted the total unpaid real property taxes as of January 31, 2011 was \$1,032,808.66 . He added that the costs of advertising are included with the late penalty after listing. He noted that last year's delinquent bill was more than the current year.

Being no further discussion, Commissioner Smith moved that the Board accept the report and advertise the listing. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

### **Voluntary Ag District Board**

Ms. Stallings stated that in accordance with the Voluntary Ag District Ordinance, Chowan County Board of Commissioners will appoint representatives from the drainage districts, two at large members and one county commissioner. She stated the following individuals meet the requirements of the ordinance and have been recommended for appointment by Commissioners and staff:

- Joey Byrum
- Curtis M. Byrum, II
- Richard E. Jackson Jr.
- Joe Goodwin
- Johnny Layton
- J.C. Forehand
- Jeff Smith – Commissioner

She added that she will establish 3 year staggered terms for the members.

Being no further discussion, Commissioner Mitchener moved that the Board accept the report and advertise the listing. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

### **Letter of Support FBI EC Satellite Office**

Ms. Stallings stated that the Board has been provided a copy of a letter from the Currituck County Sheriff's Office and endorsed by neighboring county sheriffs (including Chowan County Sheriff Dwayne Goodwin) requesting Congressional support of keeping the Elizabeth City FBI office open. She stated County Boards of Commissioners in these counties have been asked to support via resolution the letter and request of the 12 Counties Sheriff Offices to be forwarded to Congressional representatives.

Chief Deputy Andy Bunch with the Sheriff's Office stated that he has worked with this office on drug cases, bank robberies etc.

Commissioner Cole moved that the Board approve the letter of support. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Chief Deputy Andy Bunch gave the annual report for the Sheriff/911/Central Communications/Animal Control and EM department.

### **External Board/Committee Reports**

There were none to report.

### **Budget Transfer Request – Senior Center**

Senior Center Director Connie Parker presented a budget transfer in the amount of \$745 to move funds that would include a reclassification of the employee job description. Commissioner Smith asked that the Board forward this to Executive Session to discuss because it is a personnel matter. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

### **Finance Officer Report**

Finance Officer Lisa Jones provided the Cash Balance Summary and Cash and Investment Balance information for the month of December.

### **Manager Items**

County Manager Paul Parker will update the Board on the following items:

- Bennett's Millpond update  
Mr. Parker stated that he is working with a group on locating the \$35,000 for the repairs. He stated that the group is chasing grants as well as donations.
- DSS move to Health Department  
Mr. Parker stated that he has requested a cost estimate from the Health Department Director. He provided the Board with a Draft work plan for the DSS move.

Commissioner Winborne asked if the fall timeline is reasonable. Mr. Parker said currently, yes it is.

### **Timely and Important Matters**

Chairman Goodwin shared a card from former Commissioner Alligood with the Board expressing appreciation for the plant sent to his family in memory of his daughter Lesley Alligood Bell.

### **Executive Session**

Commissioner Nixon moved that the Board go into Executive Session in accordance with NCGS 143-318.11(a) (3), (5) and (6). Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

The minutes of the executive session are sealed.

Commissioner Nixon moved that the Board adjourn the Executive session. Chairman Eddy Goodwin asked for all in favor, the motion passed unanimously (7-0).

Being no further business before the Board, the meeting was adjourned

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Chairman  
Edward C. Goodwin

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Clerk