

**Chowan County Board of Commissioners**  
**Regular Meeting**  
**Monday January 7, 2008**  
**6:00 pm**  
**1767 Chowan County Courthouse**  
**117 East King Street**

The Chowan County Board of Commissioners held their regular on Monday, January 7, 2008, at 6:00 pm in the Panel Room of the Chowan County 1767 Courthouse, 117 East King Street.

Present: Jimmy Alligood, Bill Gardner, Kenny Goodwin, Louis Belfield, Harry Lee Winslow, Ralph Cole and Jerry Downum. Also present were County Manager, Cliff Copeland; County Attorney, Peter Rascoe and County Clerk, Susanne Stallings

Chairman Cole called the meeting to order and offered the invocation.

**Consent Agenda**

Commissioner Alligood moved that the Consent Agenda be approved including the minutes from the December 3rd, 2007 Regular and Special Meetings and the following budget amendments:

**Budget Amendments**

5321 DSS	increase	\$10,906	increase in Adult Day Care Funding
3433 Emergency Mgmt	increase	\$6,000	Homeland Security Grant purchase Supplies/materials for CERT education training.
3493 CDBG	increase	\$400,000	CDBG Scattered Site Housing Grant

**Tax Release**

Byrum, W.	\$144.23	Vehicle Traded
Henderson, A.	\$104.03	SITUS – Hoke Co.
Trueblood, C.	\$184.41	SITUS – Perquimans Co.
Williams, T.	\$446.45	Double wide sold prior to Jan 1

**CDBG, Scattered Site Housing Program**

Carolyn Morris presented the following items requiring Board approval with regards to the 2007-08 CDBG Scattered Site Housing Program.

1. Optional Relocation Plan (Resolution below)
2. Residential Anei-Displacement & Relocation Assistance Plan
3. Citizen Participation Plan
4. EEO Plan
5. Local Economic Benefit for Low-and-very-low income Persons Plan
6. Procurement Plan

**Optional Relocation Plan  
Chowan County  
Resolution Authorizing the Adoption of Optional Relocation Coverage**

**WHEREAS**, Chowan County is participating in a Community Development Block Grant under the Housing and Community Development Act of 1974, as amended, administered by the North Carolina Department of Commerce; and

**WHEREAS**, the relocation of individuals and families is an eligible activity under this program; and

**WHEREAS**, Chowan County has been allocated funds under Title I of the Housing and Community Development Act of 1974; and

**WHEREAS**, it is the objective of the Community Development Block Grant Program and of Chowan County to improve the housing and living conditions of low to moderate income residents; and

**WHEREAS**, the rehabilitation of some of the dwelling units is so extensive that the work cannot be accomplished without temporarily dislocating the residents from their properties; and

**WHEREAS**, Section 105(a)(11) of the Housing and Community Development Act of 1974, as amended, permits a CDBG grantee to design and administer as "Optional Relocation Coverage" program which can provide benefits to displaces of dilapidated units which are subject to removal through local code enforcement activities (without real property acquisitions) or voluntary demolition, or to provide assistance to residence who are temporarily dislocated from their properties by other Community Development activities; and

**WHEREAS**, an optional Relocation Plan has been prepared by Chowan County and has been reviewed by the Board of Commissioners

**THEREFORE, BE IT RESOLVED** that the Chowan County Board of Commissioners hereby adopt the attached Optional Relocation Plan, as set forth in Section 105(a)(11) of the Housing and Community Development Act of 1974, as amended. Such plan is to cover and all eligible financial obligations incurred during any necessary relocation of affected residents.

Adopted this the 7<sup>th</sup> day of January 2008.

ATTEST

\_\_\_\_\_  
Ralph V. Cole, Chairman  
Chowan County Board of Commissioners

\_\_\_\_\_  
Susanne Stallings  
Clerk to the Board



Downum (Lynda Hendricks, Phyllis Cranford, Lisa Jones)

Alligood  
Gardner  
Winslow  
**Public Safety Committee**  
EMS, Sheriff, Jail, Central Communications  
(Dwayne Goodwin, Mary Bass, Angela Toppin, Patty Madry)

Alligood  
Belfield  
Goodwin  
**Human Services Committee**  
Human Resources, Social Services, Health, Public Health,  
Recreation, Education, Extension, Safety Office  
(Ben Rose, Carrie Byrum, Robbie Laughton, Doug Belch)

Gardner  
Goodwin  
Winslow  
**Planning/Enterprise Committee**  
Planning, Water, Solid Waste, Economic Development,  
Land Records  
(Wes Haskett, Ray Goodwin, Gail Forehand)

*Clerk to the Board will serve as Clerk to internal committees*

Commissioner Gardner moved that the appointments be accepted as submitted. Chairman Cole asked for all in favor, the motion carried unanimously (7-0).

#### Northeastern Region Workforce Development Board

Susanne Stallings noted that Gwen Brown previously served as the representative to the Workforce Development Board but due to a scheduling conflict, she is unable to serve on this Board as Chowan County's representative. She noted that Linda Ashley's name was mentioned and that Ms. Ashley indicated that she was interested in serving on the Board.

Commissioner Gardner moved that the appointments be accepted as submitted. Chairman Cole asked for all in favor, the motion carried unanimously (7-0).

#### **Albemarle Commission**

Ms. Stallings said that the Albemarle Commission adopted a revised set of bylaws at their November Board meeting. One of the major revisions deals with Board appointments and length of terms. The County's elected representative (s) to the Commission Board will serve a two year term beginning January 1<sup>st</sup> and may not serve more than two successive terms. The four rotating at large delegates may not be elected officials and will serve two year terms beginning April 1<sup>st</sup>. Under the revised by laws the County will appoint two representatives; 1 elected (Commissioner Goodwin) and one non-elected representative.

Mr. Copeland said he would discuss any potential candidates with the Chamber and report them back to the Board.

**Request for addition of road to the State Secondary Roads System**

A petition signed by residents of Sound Shore Drive was received requesting that Sound Shore Dr. be added to the State Highway Secondary Roads System as well as a petition for road addition. By a motion of Commissioner Downum, the Board of Commissioners forward the request with the attached resolution to the NC Department of Transportation for its investigation. The motion carried unanimously (7-0).

**North Carolina Department of Transportation  
Division of Highways  
Request for Addition to State Maintained Secondary Road System**

North Carolina

County: CHOWAN

Road Description: SOUND SHORE DRIVE

WHEREAS, the attached petition has been filed with the Board of County Commissioners of the County of CHOWAN requesting that the above described road, the location of which has been indicated in red on the attached map, be added to the Secondary Road System, and

WHEREAS, the Board of County Commissioners is of the opinion that the above described road should be added to the Secondary Road System, if the road meets minimum standards and criteria established by the Division of Highways of the Department of Transportation for the addition of roads to the System.

NOW, THEREFORE, be it resolved by the Board of County Commissioners of the County of CHOWAN that the Division of Highways is hereby requested to review the above described road, and to take over the road for maintenance if it meets established standards and criteria.

**CERTIFICATE**

The foregoing resolution was duly adopted by the Board of Commissioners of the County of CHOWAN at a meeting on the 7<sup>th</sup> day of January, 2008.

WITNESS my hand and official seal this the 8<sup>th</sup> day of January, 2008.

Official Seal Susanne Stallings,  
Clerk

Clerk, Board of Commissioners  
County: CHOWAN

**PLEASE NOTE:**

**Forward direct with request to the Division Engineer, Division of Highways**

**Amended Agreement for Enhancement Planting**

A resolution was presented for an amended agreement for enhancement planting at the Queen Street Extended interchange with US17. Mr. Copeland noted that Chowan County has planted all other interchanges except this one. He said that the County has received several requests for landscaping at this interchange. He said that this will cost Chowan County little no none additional monies since an agreement is already in place for the maintenance of two other interchanges. Mr. Copeland added that currently, the Governor has asked that all planting projects except those deemed most critical be suspended until the current drought situation improves statewide. He said that planting could take place in the spring of 2008 but most likely will be done in the fall of 2008.

Commissioner Gardner recommended approval of the agreement and attached resolution, the motion carried unanimously (7-0)

COPY OF A RESOLUTION PASSED BY THE COUNTY COUNCIL  
OF THE COUNTY OF CHOWAN, NORTH CAROLINA

A motion was made by Commissioner Gardner and seconded by N/A for the adoption of the following Resolution, and upon being put to a vote was duly adopted:

WHEREAS, the North Carolina Department of Transportation and the County of Chowan have agreed to install certain landscape plantings at the intersection of US 17 and SR 1234 (Albemarle Street, now known as Martin Luther King Drive), SR 1319 (Paradise Road) and US 17 Business North (Broad Street Ext.) in Chowan County and,

WHEREAS, the County has requested to add the intersection of US 17 and US Business South (Queen Street Ext.) location, in Chowan County, to the scope of the project: and,

NOW, THEREFORE, BE IT RESOLVED, Chowan County, is hereby formally approved by the Council of the County of Chowan and that the Clerk of this County is hereby empowered to sign and execute the Agreement with the Department of Transportation.

I, Susanne Stallings Clerk of the County of Chowan, do hereby certify that the foregoing is a true and correct copy of excerpts from the Minutes of the meeting of the Council of the County of Chowan duly held on the 7<sup>th</sup> day of January, 2008.

WITNESS, my hand and the official seal of said County on this the 7<sup>th</sup> day of January, 2008.

(Municipal Seal)

Susanne Stallings

CLERK  
COUNTY OF CHOWAN  
NORTH CAROLINA

NORTH CAROLINA  
CHOWAN COUNTY

12/17/07

NORTH CAROLINA DEPARTMENT OF  
TRANSPORTATION

AND  
COUNTY OF CHOWAN

SUPPLEMENTAL LANDSCAPE AGREEMENT  
PROJECT: E-2973 A  
WBS: 3701.3.12

THIS AGREEMENT is made and entered into on the last date executed below, by and between the DEPARTMENT OF TRANSPORTATION, an agency of the State of North Carolina, hereinafter referred to as the Department, and the COUNTY OF CHOWAN, hereinafter referred to as the County:

WITNESSETH:

WHEREAS, the Department and the County, on the 15<sup>th</sup> day of May, 2001, entered into a Landscape Agreement for certain landscape plantings at the intersection of US 17 and SR 1234 (Albemarle Street, now known as Martin Luther King Drive), SR 1319 (Paradise Road) and US 17 Business North (Broad Street Ext.) in Chowan County; under Project E-2973 A; and,

WHEREAS, the parties hereto now wish to supplement the aforementioned Agreement to amend the scope of the project, whereby the County has requested to add an additional landscape planting location to the scope of the project; and,

WHEREAS, the parties hereto now wish to supplement the aforementioned Agreement whereby adding the intersection of US 17 and US 17 Business South (Queen Street Ext.) location, in Chowan County, to the aforementioned Agreement whereby amended to revise the scope of the project

All other provisions shall remain the same.

Except as hereinabove provided, the Agreements heretofore executed by the Department and the County on the 15<sup>th</sup> day of May, 2001 are ratified and affirmed as therein provided.

**Amended Internal Committee Meeting Schedule**

Ms. Stallings presented an amended Internal Committee meeting schedule. She asked that the Board please note the changes to the Finance Committee meeting schedule, as this committee will now meet on the mornings of the Board of Commissioner meetings.

Finance Committee

Monday, January 7<sup>th</sup> at 8:30 am  
Monday, February 4<sup>th</sup> at 8:30 am  
Monday, April 7<sup>th</sup> at 8:30 am  
Monday, June 2<sup>nd</sup> at 8:30 am  
Monday, August 4<sup>th</sup> at 8:30 am  
Monday, October 6<sup>th</sup> at 8:30 am  
Monday, December 1<sup>st</sup> at 8:30 am

### Planning/Enterprise Committee

Thursday, January 31<sup>st</sup> at 8:30 am  
Thursday, April 3<sup>rd</sup> at 8:30 am  
Thursday, May 29<sup>th</sup> at 8:30 am  
Thursday, July 31<sup>st</sup> at 8:30 am  
Thursday, October 2<sup>nd</sup> at 8:30 am  
Thursday, November 20<sup>th</sup> at 8:30 am

### Human Resources Committee

Wednesday, February 27<sup>th</sup> at 8:30 am  
Wednesday, April 30<sup>th</sup> at 8:30 am  
Wednesday, August 27<sup>th</sup> at 8:30 am  
Wednesday, October 29<sup>th</sup> at 8:30 am  
Wednesday, December 17<sup>th</sup> at 8:30 am

### Public Safety Committee

Thursday, February 28<sup>th</sup> at 8:30 am  
Thursday, May 1<sup>st</sup> at 8:30 am  
Thursday, August 28<sup>th</sup> at 8:30 am  
Thursday, October 30<sup>th</sup> at 8:30 am  
Thursday, December 18<sup>th</sup> at 8:30 am

### Regular Meeting Schedule

Commissioner Winslow stated his concerns about the change of the meeting schedule at the December meeting. He said that he felt that the all night meeting schedule was not accommodating. He moved that the Board revert to the original alternating meeting schedule. After discussion among the Board, Chairman Cole asked for all in favor. The motion passed in the affirmative (4-3).

### Manager's Report

County Manager Cliff Copeland presented a PowerPoint presentation:



- Identify plan for the renovation of John A. Holmes High School
- Complete pay study for employees – Modernize HR
- Continue to emphasize Safety Program
- Complete Hugh Williamson Memorial

**Finally,**

- I would like to announce that 2008 will be my last year as County Manager.

It has indeed been an honor to serve the Citizens of Chowan County for the last 29 years.

Together we have accomplished much, but our top accomplishments have been the following:

- For 29 years there has not been a hint of scandal in County Government.
- Construction of three new school facilities including renovation of Hicks Field.
- Opening the Industrial Park, creating 300 jobs

- Renovation of Swain School and the Old Courthouse
- Upgrading EMS – increasing response time

- Increasing man power levels at the Sheriff's Department
- Improving medical care by leasing the Hospital to University Health Systems

Responding to the greatest Natural Disaster of my tenure, promising three things:

- New communications tower
- Generator for Water System
- Construction of 911 – Law Enforcement Center

Finally, and perhaps most importantly, I think Chowan County and the Town of Edenton have proved to the region that everybody benefits through cooperation

Mr. Copeland thanked the County Commissioners past and present and he also thanked the Department Heads. He said that he plans to work through the 2008 budget and will take it from there.

Chairman Cole thanked Mr. Copeland and said that he has been an asset to Chowan County.

### **Public Comment**

Charlie Franklin said that Cliff will be missed.

Ann Spruill, a former employee of Chowan County said that Mr. Copeland was a great boss and wished him well.

Clerk of Court, Mike McArthur thanked Cliff for his forward thinking on behalf of Chowan County.

Town Manager, Anne-Marie Knighton said that she was happy for Cliff.

Chamber of Commerce Director, Richard Bunch thanked Cliff and saluted him on his retirement.

Dalton Furlough a business owner and friend congratulated Cliff on his retirement.

Lynda Hendricks, Tax Supervisor thanked Cliff and wished him well.

Commissioner Alligood thanked Cliff for all of his work in Chowan County and noted projects that he felt should have been included in the list of his accomplishments.

**ABC Board**

Burton Jones requested that the Board of Commissioners appoint a representative to the Board.

Commissioner Goodwin nominated Garris Perry. Chairman Cole asked for all in favor, the motion carried unanimously (7-0).

There being no further business before the Board, the meeting was adjourned.

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Ralph Cole  
Chairman

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L. Susanne Stallings  
Clerk to the Board

(SEAL)