

Special Meeting
Monday, April 18, 2016
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
3:00pm

Present: Chairman Jeff Smith, Commissioners Keith Nixon, Greg Bonner (came in during interviews) Emmett Winborne (came in during interviews), John Mitchener and Alex Kehayes.

Staff present: County Manager Kevin Howard, Human Resources Director Carrie Byrum and Clerk Susanne Stallings.

Commissioner Ellis Lawrence was absent.

Closed Session

Commissioner Nixon moved that the Board go into closed session, in accordance with NCGS 143-318 (11) (a) (6) personnel to conduct interviews. Chairman Smith asked for all in favor, the motion passed unanimously (4-0).

The minutes of the closed session are sealed

Commissioner Mitchener moved to come out of closed session. Chairman Smith asked for all in favor, the motion passed unanimously (6-0).

Adjourn

Commissioner Kehayes moved to adjourn the meeting. Chairman Smith asked for all in favor, the motion passed unanimously (6-0).

Regular Meeting
Monday, April 18, 2016
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
6:00pm

This meeting was recorded, a copy of the recording is in the meeting file labeled April 18, 2016.

Present: Chairman Jeff Smith, Commissioners Keith Nixon, Alex Kehayes, John Mitchener, Greg Bonner, Ellis Lawrence and Emmett Winborne.

Staff present: County Manager Kevin Howard, County Attorney Lauren Arizaga-Womble and Clerk Susanne Stallings.

Chairman Smith called the meeting to order and led the pledge.

Commissioner Kehayes then offered the invocation.

Approval of Agenda

Chairman Smith noted the removal of Item #8 Mowing Bids to be placed on a later agenda.

Commissioner Mitchener moved to approve and amend the agenda as recommended. Chairman Smith asked for all in favor, the motion passed unanimously (7-0)

Public Comment

(Recording begins during this agenda item)

Beatrice Stanley 213 East Hicks Street Edenton NC stated her support of the use of State Bond monies for the rehabilitation of the former DF Walker High School Building. She stated she would like for the County to use the monies for repairs to the windows, roof and doors.

Carolyn Anthony 325 Cofield Rd. Edenton, NC encouraged the Board to utilize the bond monies for the repairs at the former DF Walker High School. She stated the building is a vital part of the community's history.

Miles Coxe 112 West Church Street Edenton, NC provided the Board with a copy of a public letter on behalf of Progress Edenton. A copy of the letter is in the meeting file labeled April 18, 2016. Mr. Coxe stated his concern was over the building owned by the Town of Edenton. HE stated the Town on April 12th voted against the sale of the building. He stated this was a once in a lifetime opportunity to keep the downtown vibrant and promote positive growth with the development of a proposed brew pub. He stated the Town does not have the resources to maintain the building and if the Town does not seize the opportunity to sell the building, a sale will be unlikely.

Simon Rich 126 West Queen Street Edenton stated the brew pub would not jeopardize access to the waterfront. He stated there are large public parking lots in front of the building. He stated the Town has had difficulty leasing buildings that it currently owns. He stated that most thriving waterfront communities have restaurants on their water. He stated the developer has stated intent to build a distribution facility here if the business is successful. HE stated the business would be family friendly and feel this is what is best for the Town.

Frank Sellers and Kara Hinckley both signed up to speak but indicated they did not have comment but wished to yield their time to Mr. Rich.

Commissioner Nixon noted that the TDA Board did provide a letter of support for commerce at the park. He stated the TDA said there have been calls and a push from visitors and residents for a waterfront restaurant.

Commissioner Mitchener noted the Destination Downtown Edenton Board also supported the proposal.

Consent Agenda

All items on the Consent Agenda are considered to be routine and may be enacted by one motion. If a County Commissioner requests discussion on an item, the item will be removed from the Consent Agenda and considered separately.

Minutes

The minutes of the April 4, 2016 meeting for the Board's review and consideration.

Commissioner Bonner moved to approve the minutes as presented. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Fireworks Display Permission

Sheriff Goodwin noted that as required by statute, a request for permission is submitted for Sheriff Dwayne Goodwin to provide the fireworks display at the 25th Church Anniversary for Open Door Church on Saturday, April 23, 2016. [NCGS § 14-410 & §14-413]. He provided the Board with the fireworks display permit, liability insurance certificate and operators licenses. Sheriff Goodwin noted that if there is inclement weather he will request permission to put on the display no later than April 30th.

Commissioner Lawrence moved to approve the request with the amendment to the date to allow the display through April 30th if there is inclement weather.

Ms. Stallings noted the liability insurance certificate expires on April 28th and if the event is postponed a new certificate would need to be provided.

Commissioner Lawrence withdrew his previous motion. He then moved to approve the request through April 30th and require additional proof of liability insurance if the event exceeds the dates of the current policy. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Auditor Contract Renewal

Mr. Howard provided the Board with a proposal to renew the contract for audit services with Martin Starnes and Associates for the 2015-16 year to include the Tourism Development Authority Contract. He noted there is a small increase over the previous year. He stated he is requesting approval contingent on negotiating the amount down.

Commissioner Nixon noted the TDA fee has increased. He stated the TDA budget is very limited and asked the Manager to note this with the auditor.

Commissioner Mitchener moved to table the matter to the next meeting.

After Board discussion on deadlines Commissioner Mitchener asked to withdraw his previous motion. He then moved to accept the audit contract as presented and allow the manager to negotiate the contract down if agreeable with the auditor.

Chairman Smith asked for all in favor, the motion passed unanimously.

Resolution Biggert- Waters Act

Commissioner Kehayes provided the Board with a resolution for the Board's consideration regarding the Biggert Waters Act. He stated that Sea Level Rise is now a consideration factor for the National Flood Insurance Program. He stated that large areas of eastern North Carolina will be included in the flood zones and this will raise insurance rates significantly. He stated currently historical averages are used in computing the rates now there is a proposal to use computerized models. He moved that the Board adopt the resolution as presented.

Chairman Smith noted the Board adopted a resolution in 2013 and asked what has changed in the 2016 resolution.

Commissioner Kehayes stated that the 1st resolution was ineffective.

Commissioner Nixon stated he would like more information from the office of Senator Burr or Congressman Butterfield on the matter. He stated he would like to contact his representatives to find out their position.

Commissioner Kehayes stated he would rescind his previous motion and move to table the matter to allow more time for the Board to consider it and do their research. He stated this will allow members to get information from the congressional representatives.

Mr. Howard noted that some homes in Chowan County have been removed from the flood zones in the maps that are coming out this year.

Chairman Smith asked for all in favor of the motion to table the matter for more research, the motion passed unanimously (7-0).

Workers Compensation and Liability Insurance Renewal

Mr. Howard requested that the Board consider the FY 2016-17 Workers Compensation and Liability Insurance Renewal for Chowan County. He noted the proposal includes a 6% decrease from the previous year. HE noted the workers compensation went up and the liability went down.

Commissioner Nixon asked if the Hotel Hinton came off the policy. Mr. Howard noted the building came off this fiscal year.

Commissioner Lawrence discussed the drone language in the policy. It was determined this was of no concern for the County since the County does not own any drones.

Commissioner Nixon moved to approve the request as presented. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Mowing Contract Award

This item was removed from the agenda.

External Board/Committee Report

Board members are asked to report on the activities of the external boards to which they have been appointed.

Commissioner Lawrence reported on the COA Board activities.

Chairman Smith reported on the ECP Board activities.

Commissioner Nixon reported on the Solid Waste Board activities. He noted the Board will need to make any considerations regarding the budget in upcoming budget planning meetings.

Manager's Report

County Manager Kevin Howard updated the Board on the following matters:

- A retreat is being planned for April 25th
- He is working on obtaining quotes for the Shepard Building
- The FY 15-16 Budget will be presented in May

Timely and Important Matters

Pembroke Creek

Commissioner Nixon asked the manager to look into the vegetation at Pembroke Creek.

Weed Control

Commissioner Nixon recommended the manager include weed control in the mowing contracts.

COA

Commissioner Nixon noted that Dr. Deitemeyer is making an appointment to meet with the County Manager and discuss with the County the use of the bond monies. He stated he hoped the County would consider matching funds to the bond monies to repair the two story building. He

stated he hoped other counties who benefit from the bond monies will consider doing the same. The Board discussed the amount of money needed to make the exterior repairs as well as the projected funds from the bond monies.

Closed Session

Commissioner Bonner moved that the Board go into closed session, in accordance with NCGS 143-318 (11) (a) (6) personnel. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

The minutes of the closed session are sealed.

Commissioner Mitchener moved to come out of closed session. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Commissioner Nixon moved to amend the agenda to discuss the salary of the Register of Deeds. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Register of Deeds Salary Adjustment

Commissioner Bonner moved to adjust the salary of Register of Deeds Lynn Gilliard to \$45,763. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Adjourn

Commissioner Bonner moved to adjourn the meeting. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Jeffery Smith, Chairman

Susanne Stallings, Clerk