

Regular Meeting  
Monday, February 3, 2014  
6:00 pm  
Chowan County Public Safety Center  
305 West Freemason St. Edenton, NC

MINUTES

The Chowan County Board of Commissioners held their regular meeting at 6:00pm on Monday, February 3, 2014.

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

Commissioner Ellis Lawrence was absent.

Staff present Interim Manager Clifton Hardison, Finance Officer Willie Carawan and Board Clerk Susanne Stallings.

**Call to Order**

Chairman Nixon called the meeting to order and led the pledge. Commissioner Mitchener offered the invocation.

**Approval of Agenda**

Chairman Nixon asked to amend the agenda to remove the audit contract discussion and the lease renewal request from Albemarle Hospital.

Commissioner Mitchener moved to approve the amended agenda. Chairman Nixon asked for all in favor, the motion passed unanimously (6-0).

**Employee Retirement Recognition**

Chairman Nixon recognized Rita Saunders on her retirement serving Chowan County from March 1990 to January 31, 2014. In Ms. Saunders was unable to attend the meeting and in her absence the plaque was received by her designee, Yolanda Young.

**Public Comment**

Chairman Nixon opened the floor to public comment. There was none.

Commissioner Smith requested that Centerhill Crossroads Fire Department Chief Mike Hamilton speak to the Board about an upcoming training.

Chief Hamilton provided information on an upcoming extrication training specific to farm equipment to be offered in March to all emergency agencies in Chowan County.

**Consent Agenda**

Chairman Nixon then provided the consent agenda.

**a. Tax Release and Collector's Report**

Green, C.	\$940.60	Paid by Seterus
Vaughan, D.	\$368.89	Reduced value of boat

**b. Approval of Minutes**

Approval of the minutes of January 6, 2014, January 13, 2014, January 21, 2014 and January 27, 2014.

Commissioner Kehayes moved to approve the consent agenda as presented. Chairman Nixon asked for all in favor, the motion passed unanimously (6-0).

**Southern Chowan Fire Coverage**

Edenton Fire Chief Craig Forlines provided the Board with information requested on additional fire coverage in southern Chowan County. He stated that adding a station in this area would not increase the coverage but would expand insurance coverage to residents in the area. He stated that the Town has secured a vehicle, will obtain the equipment and has the personnel already in place to have this station. He stated that the County would be responsible for securing a building and cover utilities. He stated that this project would require approvals from the State.

The Board discussed staffing the building and the utilization of volunteers in Southern Chowan County.

Chief Forlines stated efforts to recruit volunteers have increased and that the Town of Edenton has allowed him to increase his roster to have more volunteers.

Commissioner Winborne asked if the Town does fundraising activities to support their fire station like Centerhill Crossroads does for its building and equipment.

Chief Forlines stated that the Town is not a private non-profit which makes fundraising more difficult. He stated that there have not been any efforts in the past to fund raise for the fire department in Edenton.

Commissioner Winborne discussed the current fire fund balance. He noted that there is \$428,201.68 in the fire fund unappropriated fund balance.

Commissioner Kehayes asked what the name of a fire department would be.

Chief Forlines stated that naming the building could be done by the County however the station would be referred to as Station 3.

Chairman Nixon asked if there were any cost estimates on operation of this fire department.

Chief Forlines stated that there are not any hard numbers. He noted that the current appropriation from the County to the Town fire department would not need to be increased. He stated that this fire department would not increase fuel or personnel expense. He stated that the cost of the utilities and the building would be in the only additional cost.

Commissioner Mitchener stated his support of this effort and the potential insurance savings for residents within 6 miles of a fire station.

Commissioner Winborne asked about the age of the current truck and noted that there is potential in the future for the County to purchase a truck for this station.

Chief Forlines stated that he did not have the age or mileage of the current truck with him but added he planned to rotate trucks to this building.

Chairman Nixon stated his only concern was with the placement of the fire station in order to get the most bang for the county's buck stating that he wanted the building to be located where it would benefit the most County residents in that area.

Chairman Nixon recommended that the Board discuss the matter in closed session under the statute allowed for contract negotiations.

#### **External Board and Committee Reports.**

Commissioner Mitchener provided a report from Destination Downtown Edenton.

Commissioner Smith provided an update from the Voluntary Ag District Board.

Chairman Nixon provided an update from the TDA Board.

#### **Timely and Important Matters**

##### Resident Appointed by the Governor

Commissioner Smith congratulated County resident Ron Cummings on his appointment to the State Workforce Development Commission.

##### Snow/Inclement Weather Update

Commissioner Winborne thanked the Sheriff and EMS for their work during the recent snow events.

Chairman Nixon thanked all emergency agencies and the Centerhill Crossroads Fire Department for their assistance during the water line break at the Northern Chowan Community Center.

The Board noted it would discuss contracts for building damage repairs in closed session.

Commissioner Winborne commended the Interim Manager for the informative manager's report during the snow event.

**Closed Session**

Commissioner Smith moved that the Board go into closed session in accordance with NCGS 143-318 11 a 5. Chairman Nixon asked for all in favor, the motion passed unanimously (6-0).

The minutes of the closed session are sealed.

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

**Extension of Due Diligence Period – Hotel Hinton SAGA**

Commissioner Smith moved to extend the due diligence period as requested by SAGA for 90 days with the same terms as the previous contract. Chairman Nixon asked for all in favor, the motion passed unanimously (6-0).

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

Being no further business, Commissioner Smith moved that the meeting be adjourned. Chairman Nixon asked for all in favor, the motion passed unanimously (6-0).

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D. Keith Nixon, Chairman

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Susanne Stallings, Clerk