

Special Meeting  
Monday, January 27, 2014  
8:00am  
Chowan County Public Safety Center  
305 West Freemason St. Edenton, NC

MINUTES

The Chowan County Board of Commissioners held a special meeting at 8:00am on Monday, January 27, 2014.

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

Commissioners Greg Bonner and Ellis Lawrence came in later during the closed session.

Staff present Interim Manager Clifton Hardison, Human Resources Carrie Byrum and Board Clerk Susanne Stallings.

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

The minutes of the closed session are sealed.

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

**Hiring of County Manager**

Contract

Commissioner Mitchener moved to approve the proposed contract between Kevin Howard and Chowan County for the position of County Manager effective March 3, 2014. A copy of the contract is in the meeting file labeled January 27, 2014. (Salary \$87,000 annually \$300 per month in travel).

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

Housing

Commissioner Kehayes moved to approve residency in the County owned house located on West Queen Street for 12 months. Mr. Howard will be responsible for all utilities and taxable income on the property set at \$4,800 per year.

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

Vacation Accruals

Commissioner Smith moved to approve the requested vacation accruals for Mr. Howard to be set with his 2005 (start date) of employment with local government. Accruals will be based on years of service beginning in 2005.

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

Being no further business, Commissioner Kehayes moved that the meeting be adjourned. Chairman Nixon asked for all in favor, the motion passed unanimously (7-0).

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D. Keith Nixon, Chairman

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Susanne Stallings, Clerk