

**Special Meeting**  
**Tuesday, May 31, 2016**  
**Chowan County Public Safety Center**  
**305 West Freemason St.**  
**Edenton, NC**  
**9:00am**

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

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

**Closed Session**

Commissioner Kehayes 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 (6-0).

The minutes of the closed session are sealed.

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

**Budget Worksession**

The Board reviewed and discussed the following budgets in the proposed FY 2016-17 budget.

**Water Fund** – Director Mickey Watson reviewed all the budgetary requests and capital request for the Water Department.

Commissioner Mitchener joined the meeting.

**Governing Body-** Commissioner Nixon noted that \$6,000 was in the budget. Ms. Stallings noted that no monies have been budgeted for new Commissioners school at a cost of approximately \$1,500.

Commissioner Winborne moved to remove \$6,000 from the Governing Body. Chairman Smith asked for all in favor, the motion passed (6-1 Bonner).

Commissioner Mitchener moved to add \$450 to Commissioner Travel. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

**Tax-**

Commissioner Nixon noted that at a previous meeting \$31,130 was reduced for software. He suggested taking out an additional \$5,870 and moved to make the total reduction \$37,000.

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

### **Register of Deeds**

The Board discussed the required for a new computer within the Register of Deeds budget. No action was taken.

### **Central Maintenance**

The Board discussed the departmental supply line and the no wake zone buoys. No action was taken.

### **Buildings**

Commissioner Nixon recommended reducing the lines Utilities \$15,000, HVAC \$5,000.

Mr. Howard stated his concerns with the reduction of these lines for the fund balance in the future. He stated this would require spending of fund balance in future budgets.

Commissioner Nixon moved to reduce the building lines a total of \$20,000. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

### **Senior Center**

Commissioner Nixon expressed his concern with the part time salary line. No action was taken

### **Planning**

Commissioner Nixon stated there are monies in the budget for nuisance/code enforcement. He stated he would recommend removing these monies and allow staff to come back at a later time if monies are needed. He stated he would recommend carrying these monies over in fund balance for FY 2016-17. He moved to reduce the budget \$23,000.

Chairman Smith asked if these monies are for the mobile home removal grant.

Chairman Smith asked for all in favor, the motion passed (6-1 Mitchener).

### **Sheriff**

Sheriff Goodwin stated he has looked into the current fiscal year budget and with some savings he may be able to purchase one vehicle.

Commissioner Winborne moved to allow the Sheriff to purchase one vehicle in FY 2015-16 and remove that purchase from the FY2016-17 proposed budget. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

### **Emergency Management**

Commissioner Winborne noted the capital request for the replacement vehicle was a concern.

Sheriff Goodwin stated the current condition of the vehicle is a concern. He stated he would like to look for something that would cost less.

Chief Deputy Bunch stated their department may be able to locate something used.

Commissioner Nixon asked the Sheriff to bring back quotes for the Board to review at the next meeting. He recommended the Board remove the requested EM Vehicle request.

Commissioner Winborne moved to take out \$30,000 at this time and allow the Sheriff to bring back a proposal for the purchase of a vehicle at a later time.

Chief Deputy Bunch asked if the vehicle should be new or used.

Commissioner Winborne suggested that be left open for the Sheriff to decide.

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

### **Animal Control**

Mr. Howard stated he spoke with the Town and currently the Town does not wish to participate in funding this department.

Chairman Smith asked for a call log of calls for Town and County.

Commissioner Nixon stated he would like for the county to look for grant funds for training.

Commissioner Winborne moved to take out \$15,000 from Animal Control for the director to work out with the Manager and Town how to proceed.

Chairman Smith asked for all in favor, the motion passed (5-2 Bonner and Mitchener)

### **IT**

Commissioner Nixon moved to allow the IT Department Head flexibility to make changes in how he reduces his budget request \$70,000 reduction was voted on at a previous meeting.

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

### **Recreation**

The Board discussed the recreation budget request and recreation services.

Commissioner Winborne moved to reduce the recreation budget \$15,000.

Chairman Smith asked for all in favor, the motion passed (6-1 Mitchener).

Chairman Smith called for a 5 minute recess after 5 minutes he called the meeting back to order.

### **DSS**

Commissioner Nixon moved to reduce the DSS budget \$30,000.

Chairman Smith asked for all in favor, the motion passed unanimously (7-0) (Commissioner Winborne was not present for the vote, but not excused, vote was counted affirmative).

## **EMS**

Commissioner Nixon discussed the request for monitors and lease vs. purchase. He recommended the Board pull out \$40,000 (he recommended \$28,000 from fuel and \$10,000 could be located within the billing lines).

Commissioner Nixon then moved to reduce the EMS Budget and additional \$80,000 (\$14,500 was reduced at a previous meeting). He stated there would be some savings in fuel and gas lines.

Mr. Howard stated his concern that fuel prices are slowly increasing.

Chairman Smith asked for all in favor, the motion passed (6-1 Mitchener)

## **Library**

The Board discussed the previous meeting presentation from the Library with Librarian Jennifer Finally.

Commissioner Bonner moved to approve the request of an additional \$15,000 in Library funding.

Commissioner Winborne stated he would vote no for increasing services.

Chairman Smith asked for all in favor, the motion passed (5-2 Winborne and Nixon).

## **School**

John Guard thanked the Board for their consideration of the school's request.

The Board discussed the potential for school cuts if the current expense request is not fully funded.

Commissioner Bonner stated he would like to do more for the schools in their current expense funding.

Chairman Smith reviewed the figures on the bulletin board (a picture of the board figures is in the meeting file labeled May 31, 2016)

**Adjourn**

Commissioner Kehayes moved to adjourn the meeting.

Commissioner Mitchener stated he would like to spend more time discussing school current expense and capital.

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

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Jeffery Smith, Chairman

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Susanne Stallings, Clerk