

Regular Meeting
Monday, May 16, 2016
Recessed to May 24, 2016 for a Budget Worksession
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 May 16, 2016. The budget worksession of May 24th was not recorded.

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

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

Regular Meeting

Chairman Smith called the meeting to order and led all in attendance in the pledge of allegiance. Commissioner Mitchener then offered the invocation.

Approval of Agenda

Chairman Smith noted that item 10 would be removed from the agenda (EMS Grant Application). He noted that item 5 resolution for Mr. Evans should be moved up on the agenda. Commissioner Bonner moved to approve the agenda as amended. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Public Comment

Chairman Smith opened the floor to public comment in accordance with NCGS 153A-52.1

There was none.

Resolution – Jack Evans Long Leaf Pine Award

Board Clerk Susanne Stallings read a resolution into the record to recognize Mr. Jack Evans for having received the award of the Long Leaf Pine.

RESOLUTION CONGRATULATING MR JACK EVANS RECIPIENT OF
THE ORDER OF THE LONG LEAF PINE AWARD

WHEREAS, for decades Mr. Jack Evans and has advocated for the betterment of those in Chowan County, the State of North Carolina and the world; and

WHEREAS, Mr. Evans has rendered services to Chowan County for years a leader, volunteer, organizer and supporter for various churches, groups, boards, and committees; and

WHEREAS, Mr. Evans created the Rocky Hock Opry to help the Rocky Hock Ruritans successfully raise over \$450,000 for Relay For Life to aid in the fight against cancer; and

WHEREAS Mr. Evans has assisted in raising funds for Meals on Wheels, the Edenton-Chowan Education Foundation and the Edenton Steamers among others; and

WHEREAS, the Order of the Long Leaf Pine (created in 1963, under the administration of Governor Terry Sanford) is among the most sought after and valued awards conferred by the Governor of North Carolina, which is presented to outstanding North Carolinians who have a proven record of service to the State; and

WHEREAS, as a recipient of the Order of the Long Leaf Pine, Mr. Evans stands tall among a long list of well-known individuals such as Maya Angelou, Andy Griffith, Mr. Billy Graham, Ms. Oprah Winfrey, Mr. Gerald Ford, Mr. Colin Powell, Mr. Michael Jordan, and others; and

WHEREAS, receiving the award, further documents and celebrates Mr. Evan's willingness to serve the community for the common good for so many years; and

NOW BE IT RESOLVED, THAT the Chowan County Board of Commissioners congratulate and commend Mr. Jack Evans, for his service to Chowan County, and for being a recipient of the Order of the Long Leaf Pine Award.

Adopted this 16th day of May, 2016.

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

Commissioner Kehayes noted his pleasure in recognizing Mr. Evans.

Mr. Evans thanked the Board for the recognition.

Consent Agenda

Chairman Smith presented the consent agenda.

a. Budget Amendment

MBA 1516-017 is attached as FYI

BA1516-018

Account Code	Description	Old	+ or (-)	New
Revenues				
11-3523-004-00	JCPC Counsel	196.00	(196.00)	-
11-3523-005-00	Passport to Manhood	644.00	98.00	742.00
11-3612-486-00	Recreation After School	23,319.00	98.00	23,417.00
Expenses				
11-5230-443-00	JCPC Council	196.00	(196.00)	-
11-5230-445-00	Passport to Manhood	644.00	98.00	742.00
11-6131-221-00	Food and Provisions	720.00	98.00	818.00
				-
Balanced:		25,719.00		25,719.00
Justification:				
Adjusting Revenues for Program				

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

b. Minutes

Minutes of the April 18, 2016 and April 26, 2016 meetings.

Ms. Stallings noted a correction to the April 18th minutes. Commissioner Kehayes moved to approve the minutes as presented. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

c. Tax Refund/Release Report

White, D. \$100.42 paid twice
 Lawson, C. \$417.80 paid twice
 Holland, A. \$189.31 penalty assigned in discovery

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

Update on Chowan County Water Quality Improvement and Water Management Plan

Scott Alons stated that the Soil and Water District Board and staff have updated the 2009 Water Quality Improvement and Management Plan. He presented the updated plan to the Board. A copy of the plan update is in the meeting file labeled May 16, 2016. A copy of the PowerPoint presentation on the plan update is also in the meeting file labeled May 16, 2016.

The Board thanked Mr. Alons for the update.

The Board discussed the funding for Hydrilla in 2016-17 and Mr. Alons advised the Board that the program is no longer a 50/50 cost share.

The Board discussed establishing taxing districts for the watershed districts.

Mark Powell noted this would have to come to the Board as a request of the residents of the districts.

Resolutions

Proclamation to Honor all Chowan County Veterans

Ms. Stallings read the resolution into the record.

PROCLAMATION HONORING

All CHOWAN COUNTY VETERANS

WHEREAS, the freedoms we enjoy as Americans have been purchased and maintained at a high price throughout our history; and

WHEREAS, since the establishment of the original 13 states, Americans have been willing to fight and die to preserve their individual rights as guaranteed in the United States Constitution and the Bill of Rights; and

WHEREAS, we owe a great debt to those who have served in defense of this nation; and

WHEREAS, throughout the generations, their sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

WHEREAS, for many, that sacrifice has ended in permanent injury or death, yet their spirit remains in the continued preservation of our freedoms and the promise of liberty established as an example for all of the oppressed persons of the world; and

WHEREAS, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of people dedicated to the principles of freedom and democracy.

NOW, THEREFORE, the Chowan County Board of Commissioners do hereby do hereby urge all citizens to honor our Veterans and rededicate themselves to the preservation of our liberties under the Constitution

Issued on this the 16th day of May, 2016

Commissioner Winborne moved to adopt the resolution as presented and encouraged that it be shared with local Veteran Organizations in the County. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Mowing Bids

Mr. Howard presented the Board with bids for mowing of County property for FY 2016-17.

Commissioner Kehayes asked about checking references.

Ms. Stallings explained the County has experience working with several of the bidders including the low bidder.

Ms. Stallings noted that in the original request for proposals the mowing specs were not specific (ex. Spray a minimum of one time during the contract period, prune trees twice etc.) so staff decided to go back and rewrite the specs to be more specific to ensure the bids are being compared equally).

Commissioner Kehayes asked for clarification on the third cut price.

Mr. Howard explained the third cut price is in addition to the actual contract price.

Commissioner Nixon asked what staff's recommendation was.

Mr. Howard stated he would recommend the low bid (Four Season's Lawn Care).

Commissioner Winborne stated he felt it is important to keep the contracts and businesses local.

Commissioner Nixon moved to go with the manager's recommendation and approve a contract with Four Season's Lawn Care. He stated he felt it would be good for the manager to look into jointly contracting mowing with the Town in the future.

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

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

Planning Board Appointment

Ms. Womble provided the Board with a memo of her opinion regarding the question of Commissioner Winborne's voting on an appointment when his brother is the applicant. (This was previously discussed at the May 2, 2016 meeting). Ms. Womble stated that she is of the opinion that it is Commissioner Winborne's duty to vote and there is no conflict. A copy of the opinion memo is in the meeting file labeled May 16, 2016.

Chairman Smith noted the Board members will consider applications for appointment to the Planning Board (Area A).

Chairman Smith opened the floor for nominations for Planning Board.

Commissioner Winborne nominated Bobby Winborne. Chairman Smith asked for any further nominations (there were none). Chairman Smith asked for all in favor of the motion, the motion passed unanimously (7-0).

FY 2016-17 Budget Message

County Manager Kevin Howard presented the budget message for the FY2016-17 Budget.

Further, the current expense appropriation will be distributed in twelve (12) equal monthly payments, and the capital reserve will be distributed to COA on a reimbursement basis, after prior approval and after consultation with the Board of Commissioners for capital outlay expenditures and projects. Reimbursable projects under \$10,000 shall not require Board of Commissioner approval.

3. Tax Collections - The FY 2016-2017 budget appropriates \$396,987 for tax office operations.

4. Sheriff's Office – The FY 2016-2017 budget provides a total of \$1,310,213.20 for the Chowan County Sheriff's Office. The budget includes funds for two new vehicles at a cost of \$50,000.

5. 911 Communications – The FY 2016-2017 provides \$513,572 for the operation of the 911 emergency communications system.

6. Emergency Medical Service - The FY 2016-2017 budget appropriates \$632,058 from the general fund to the EMS Enterprise Fund to cover a revenue shortfall in that amount.

7. Jail – The FY 2016-2017 budget appropriates \$759,887 for the operation of the Chowan County Detention Center.

8. Social Services– The FY 2016-2017 budget provides for \$949,542 in County funds to the Social Services fund. All the Social Services budgets previously in Fund 11 were combined in a new Fund 12 for budgeting purposes in FY 2012-2013. The new Social Services Fund remains for auditing purposes part of the General Fund.

9. Recreation – The FY 2016-2017 budget appropriates \$472,119 for the Recreation Department Operating Budget.

10. Senior Center/Nutrition – The FY 2016-2017 budget provides \$150,625 to fund the Senior Center and Nutrition Program for Chowan County senior citizens.

11. Register of Deeds– The proposed FY 2016-2017 budget provides \$220,425 for the operation of the Register of Deeds Office.

12. Land Records – The FY 2016-2017 budget provides \$75,939 to the Land Records/GIS Department located in the Register of Deeds Office.

13. Animal Shelter – The FY 2016-2017 budget appropriates \$194,224 for Tri County Animal Shelter operations. It is estimated that \$99,500 will be reimbursed to Chowan County, as fiscal agent, from Gates (\$46,000) and Perquimans (\$53,500) Counties.

14. Elections – The FY 2016-2017 budget provides for funding in the amount of \$121,308 for the general operation of the Elections Office and for the November 2014 General Election

15. Public Health – The FY 2016-2017 budget provides an appropriation in the amount of \$86,873 payable to Albemarle Regional Health Services.

16. Mental Health - The FY 2016-2017 budget provides \$28,565 to East Carolina Behavioral Health which includes the county's \$2.00 per capita contribution and the transfer of \$4,000 in bottle tax revenues.

17. Information Technology – The FY 2016-2017 budget appropriates \$360,352 for County IT expenditures.

18. Maintenance - The FY 2016-2017 budget provides a total of \$642,593 for maintenance and utilities of county buildings. This includes \$128,100 for the Chowan County Public Safety Center and \$40,500 for the Courthouse. The FY 2016-2017 budget provides \$302,593 for the Maintenance Department operations.

19. Inspections and Planning - The FY 2016-2017 budget appropriates \$200,321 for the Inspections Department and \$54,148 for the Planning Department.

20. Soil Conservation - The FY 2016-2017 budget appropriates \$119,353 for the Soil and Water Conservation Program.

21. Forestry - The FY 2016-2017 budget provides an appropriation in the amount of \$60,763 to the Forestry program.

22. Cooperative Extension - The FY 2016-2017 budget appropriates \$164,817 to Cooperative Extension Service.

23. Employee Health and Dental Insurance – The County will provide health, dental and life insurance.

25. Shepard Pruden Memorial Library - The FY 2016-2017 budget provides \$206,927 for operating expenses.

26. Fire – The FY 2016-2017 budget provides \$199,578 for operations and equipment as well as \$49,018 for debt service to the Center Hill Crossroads Volunteer Fire Department.

The budget further provides \$323,952 for operations and \$34,968 for capital to the Town of Edenton for its fire services to the non-town residents of Chowan County. This amount is recalculated each year based upon a five year average of Edenton Fire Department calls outside of the town limits. Next year's County share represents 47.2% of the Town's fire budget.

The Budget provides \$15,000 for a tanker to the Belvidere Chappell-Hill Fire Department.

27. Debt Service - The FY 2015-16 budget provides \$2,023,972 in principal and \$273,475 in interest toward the County's debt obligation, a total of \$2,297,447 for debt service.

28. Other County Expenditures – Please refer to the Manager’s Recommended Budget Workbook for other budgeted expenditures for FY 2016-2017.

This budget represents our best estimate of revenues and expenditures during the coming year. As with any budget, during the course of the coming fiscal year, adjustments may be required to amend the adopted budget. The Chowan County Board of Commissioners is required to approve any such budget adjustments, which increase or decrease a department’s total expenditures during the course of the fiscal year.

I urge the Commissioners to carefully consider and study this proposed budget. If there are any questions or concerns, please do not hesitate to contact me.

On behalf of your County staff, we look forward to working with the Commissioners during the coming year to provide the best services possible at the most reasonable cost to the taxpayers of Chowan County.

Sincerely,
Kevin Howard
Chowan County Manager

Ms. Stallings noted the budget message will be online and in the public library.

Schedule Budget Meeting

The Board consider dates for a budget meeting. Ms. Stallings noted the two proposed dates are Wednesday, May 11, 2016 and Thursday, May 12, 2016.

Commissioner Mitchener expressed his concern with booking a meeting the same time as County Assembly Day.

Ms. Stallings noted that there was not the adequate 48 hours to advertise. She stated the current meeting could be recessed for the worksession but the agenda must be amended. She did note the agenda that was advertised included the potential worksession meeting dates.

Commissioner Kehayes moved to amend the agenda to include a budget worksession and to recess the current meeting after the closed session and reconvene on Wednesday, May 18th at 9:00am and adjourn by 4:00pm.

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

Ms. Stallings noted for the public that she would send out a notification of the budget meeting.

Schedule a Public Hearing

The Board discussed the public hearing dates. It was noted the Board does not have to adopt a budget that night but can wait. A budget must be adopted by June 30th.

Commissioner Nixon moved to schedule the budget public hearing for Monday, June 6, 2016 at 6:00pm. Chairman Smith asked for all in favor, the motion passed unanimously (7-0)

Shepard Building Quotes

Mr. Howard provided the Board with quotes for renovations to the Shepard Building.

Commissioner Lawrence moved to accept the low bidders Alexander Electrical and Eastern Heating and Cooling.

Commissioner Nixon stated his concerns with putting in electrical before the use of the building is determined.

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

Water Department Vehicle Purchase

Mr. Howard presented a request from the Water Department to amend the budgetary approval for vehicle disposal and the purchase of a truck. He noted the existing crew truck is 2 wheel drive and is used to pull the mini excavator. He stated this truck is not rated to tow this equipment. He stated originally staff planned to surplus this truck and buy a truck rated to pull the trailer and equipment. He stated staff requests to keep the current truck to replace a worn out ½ ton truck and purchase a truck to haul the trailer and equipment. He stated that \$24,000 was budgeted however staff recommends using \$44,900 of unused funds within the current budget to make the purchase. No reserves will be used.

Commissioner Lawrence moved to approve the request.

Commissioner Winborne stated his concern with the liability on the County.

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

911- Items

State of NC MOU for Chowan County and Perquimans County Backup PSAP

Cordell Palmer provided the Board with a proposed agreement between Chowan County and Perquimans County to establish a Public Safety Answering Point (PSAP). He stated the backup is required by law and will cover both Perquimans and Chowan Counties.

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

STATE OF NORTH CAROLINA MEMORANDUM OF UNDERSTANDING COUNTY OF CHOWAN & COUNTY OF PERQUIMANS BACKUP PSAP

This Agreement, made this ____ day of _____, 2016, by and between the County of Chowan (herein Chowan) and the County of Perquimans (herein Perquimans), for the purpose of insuring a functional Backup PSAP (Public Safety Answering Point) for both parties;

WITNESSETH:

WHEREAS, Chowan and Perquimans are both bodies corporate and political existing pursuant to the laws of the State of North Carolina; and

WHEREAS, Chowan and Perquimans are currently engaged in operating and maintaining respective county-wide “911 communications system”; and

WHEREAS, Chowan and Perquimans are desirous of insuring that any citizen utilizing the “Emergency 911” system in Chowan County or Perquimans County have their call answered as promptly and efficiently as possible; and

WHEREAS, during times of natural disaster and other unpredictable events, a county’s 911 communications system may be temporarily disabled; and

WHEREAS, each party hereto recognizes the economy and benefits of utilizing the other’s 911 emergency communications system temporarily and facilities for a longer term; and

WHEREAS, the parties desire to set forth in this MOU the terms by which Chowan and Perquimans may utilize the other’s 911 emergency communications centers for the benefit of the people of Chowan and Perquimans Counties; and

NOW, THEREFORE, in consideration of the terms, conditions, and covenants expressed therein, the parties agree as follows:

1. PURPOSE OF AGREEMENT

The purpose of this MOU is to establish a formal agreement whereby Chowan utilizes Perquimans as its Backup 911 Center, currently located at 159 Creek Drive in Hertford, NC, during such times as Chowan may experience failure of its primary 911 Center, and Perquimans utilizes Chowan as its Backup 911 Center currently located at 305 West Freemason Street in Edenton, NC, during such times as Perquimans may experience failure of its primary 911 Center, subject to the terms of this MOU.

2. RESPONSIBILITIES OF CHOWAN

2.1 Chowan agrees to provide a physical location for placement and use of equipment needed for Perquimans to function as their 911 Center.

2.2 Chowan agrees to provide antenna space for Perquimans to install necessary radio equipment.

2.3 Chowan agrees to provide space in its recording system to capture all telephone and radio traffic associated with Perquimans during a Perquimans failure at Chowan’s expense.

2.4 Chowan agrees to provide data connectivity (internet) at the Chowan location for Perquimans data use.

2.5 Chowan agrees to maintain its 911 Center facility operationally functional and up to date as possible.

2.6 Chowan agrees to provide key or other methods of access to Perquimans so that Perquimans will have access should a failure occur in Perquimans.

2.7 Chowan agrees to give the Perquimans 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to operate within the Perquimans facility.

2.8 Chowan agrees to process all Perquimans calls during a catastrophic failure until which time Perquimans personnel can reach the backup 911 Center and resume operations.

2.9 Chowan agrees to work with Perquimans to help train Perquimans Telecommunicators in dispatch methods for Chowan.

3. RESPONSABILITIES OF PERQUIMANS

3.1 Perquimans agrees to provide a physical location for placement and use of equipment needed for Chowan to function as their 911 Center.

3.2 Perquimans agrees to provide antenna space for Chowan to install necessary radio equipment.

3.3 Perquimans agrees to provide space in its recording system to capture all telephone and radio traffic associated with Perquimans during a Chowan failure at Perquimans' expense.

3.4 Perquimans agrees to provide data connectivity (internet) at the Perquimans location for Chowan data use.

3.5 Perquimans agrees to maintain its 911 Center facility operationally functional and up to date as possible.

3.6 Perquimans agrees to provide key or other methods of access to Chowan so that Chowan will have access should a failure occur in Chowan.

3.7 Perquimans agrees to give the Chowan 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to operate within the Chowan facility.

3.8 Perquimans agrees to process all Chowan calls during a catastrophic failure until which time Chowan personnel can reach the backup 911 Center and resume operations.

3.9 Perquimans agrees to work with Chowan to help train Chowan telecommunicators in dispatch methods for Perquimans.

Both parties also covenant and agree to the following:

1. Governing Law. This Agreement shall be governed by and construed in accordance with the internal laws of the State of North Carolina, without reference to any conflict or choice of laws provision which would operate to make the internal laws of any other jurisdiction applicable.

2. Warranty. The parties hereto warrant and represent that they have full authority under applicable law to participate fully in this Agreement and all of its several provisions.

3. Modification. This Agreement shall only be modified, amended or supplemented, by a written instrument signed by both parties to this Agreement.

4. Unenforceability. If any provision of this Agreement is held to be illegal, invalid or unenforceable under any present or future laws, such provision shall be severable and the remainder of the Agreement shall continue in full force and effect.

5. Entire Agreement. This Agreement is only the agreement between the parties hereto with respect to the subject matter hereof and contains all of the terms agreed upon, and there are no other agreements, oral or written, between the parties hereto with respect to the subject matter hereof.

6. Term. The term of this Agreement shall commence upon execution by both parties on July 1, 2017 or sooner if facilities, equipment and staff are ready and will continue until one of the parties delivers a notice of intent to terminate at least twelve months prior to the end of the noticing party's fiscal budget year.

7. Termination. Either may terminate this Agreement by delivering to the other party a notice of its intent to terminate twelve months prior of the end of the noticing party's fiscal budget year. Any such notice shall be delivered by registered or certified mail and shall be addressed as follows:

Chowan County Sheriff
PO Box 78
Edenton, NC 27932

Perquimans County Emergency Services Director
PO Box 563
Hertford, NC 27944

8. Non-Discrimination. Neither party hereto shall discriminate on the basis of race, religion, creed, color, gender or national origin.

9. Other Agreements. Nothing herein shall prevent either party to this Agreement from entering into other agreements or memoranda of understanding with other counties or local governmental entities in relation to the same subject matter herein.

10. Remedies. This Agreement shall be enforceable by each party by all remedies available at law or in equity. Failure or delay to exercise any right, remedy or privilege hereunder shall not operate as a subsequent enforcement.

IN WITNESS WHEREOF, Chowan and Perquimans have caused this Agreement to be approved or ratified in the manner prescribed by law, and have authorized execution by the officers below.

911- Grant Pre-Application Request

EM Director Cord Palmer presented the Board with a request to apply for a grant for the equipment not covered by the 911 Fund for a backup PSAP. He noted this grant would help pay for radios and items not covered by the 911 fund. He noted the grant requires no matching funds.

Commissioner Bonner moved to approve the grant pre-application request.

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

External Board/Committee Report

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

Chairman Smith reported on the ECP Board.

Commissioner Winborne noted he would soon have an update on the Animal Shelter Advisory Board.

Chairman Smith asked how the Judge's dog Jack was doing.

Ms. Stallings noted she would ask how Jack was.

Manager's Report

County Manager Kevin Howard will update the Board on any pending matters.

-Audit Contract Amendment

Mr. Howard noted the additional cost is for the Social Services budget review of federal monies. He noted the additional cost is \$2,500.

Commissioner Mitchener moved to approve the amendment to the audit contract.

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

Timely and Important Matters

Commissioner Nixon noted that there have not been requests from the public to pave the convenience sites and stated unless the Board asks him to do otherwise, he was not going to recommend capital improvement at the Chowan sites. He noted the Board may want to consider owing the sites if they are going to make these types of improvements.

Closed Session

Commissioner Bonner moved that the Board go into closed session, in accordance with NCGS 143-318 (11) (a) (5 and 6) contract negotiations and personnel.

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)

Recess

Being no further business Chairman Smith declared the meeting recessed until Wednesday, May 18th at 9:00am.

Regular Meeting Monday, May 16, 2016
Recessed to May 24, 2016 for a Budget Worksession
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
9:00am

The budget worksession was not recorded.

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

Staff present County Manager Kevin Howard County and Board Clerk Susanne Stallings.

Chairman Smith called the meeting to order.

Commissioner Winborne joined the meeting.

The Board reviewed highlights of the manager's proposed budget. Mr. Howard noted the reductions in revenues as compared to the current fiscal year. He noted the proposed budget includes a \$525,069 appropriation from fund balance in addition to a proposed 4 cent tax increase. It was noted the appropriation from fund balance is an increase of \$134,219 from the current fiscal year. It was noted that of the total 4 cent increase 2.99 cents approximately is County Capital requests. Some of the major requests are an ambulance for EMS, a Zone Car for EMS, Cardiac Monitors, and a truck for Animal Control, Emergency Management and some IT capital needs. Additionally the monies for COA capital have been reinstated in the budget. He noted that the school system has requested an increase in current expense and capital needs. The Board reviewed the increase in salaries and it was noted this is primarily Sheriff's employee career ladder increases. The total in salaries was \$281,811.

Board members each provided their goals for the FY 2016-17 budget.

Commissioner Winborne stated he did not want to increase taxes.

Commissioner Mitchener stated he felt monies needed to be budgeted for the expansion of fire service in the southern portion of the County as well as repairs to the aging water system lines.

Commissioner Lawrence stated he did not want to increase taxes but stated he could see a need to increase for education, IT needs and public safety.

Commissioner Nixon stated he felt the increases in the tax rate should have been gradual however he does not see growth in the County's population. He stated the increases in services

withing the budget cause him concern. He later stated his priorities were buildings, infrastructure and debt.

Commissioner Bonner stated that he felt capital needs must be addressed in the Schools and salaries in public safety are his highest priorites.

Commissioner Kehayes stated his concerns with the current tax rate in comparison to the neighboring counties. He stated he did not want the County to price itself out of economic development.

Chairman Smith stated his concern was the impact of the taxes on business recruitment.

The Board took a five minute recess, afterwards Chairman Smith called the meeting back to order.

Edenton Chowan Schools Budget Request Presentation

School Superintendent Dr. Rob Jackson presented the Board with the Current Expense and Capital Expense funding request from Edenton Chowan Schools. The total Current Expense funding request for priority one was \$4,183,274 an increase of \$464,819. The total Capital Outlay Request was \$765,711 an increase of \$162,535 from the current fiscal year,.

The Board discussed ADM for the schools and eliminated positions.

The Board took a one hour break for lunch after lunch Chairman Smith called the meeting back to order.

Dr. Jackson stated he would like the Board to consider more funding in current expense and stated he was happy with the proposed capital funding as recommended by the County Manager in his budget.

Special Appropriation

The Board reviewed a request from the airport. Commissioner Bonner moved to give the hangers to the Town of Edenton. He later rescinded his motion. The manager was asked to look into asking the Town to assign the monies for hanger rental to a fund and not the Town's general fund.

EMS

The Board reviewed the EMS Budget request chich included monies for an ambulance (1/2 of the cost deferred from FY 2015-16 into 2016-17), mmonies for a zone car, additional paramedics and cardiac monitors.

Commissioner Nixon moved to take out \$14,500 for the parking lot paving. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

IT

The Board reviewed the capital requests from the IT department. Mr. Wendling stated networking is his number one priority, then phones. The Board discussed the reduction of \$20,000 in line 199 for renewals.

Commissioner Nixon moved to reduce the IT Budget \$20,000 from line 199. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Commissioner Lawrence moved to take out \$50,000 from the phones in line 321. Chairman Smith asked for all in favor, the motion passed unanimously (7-0).

Central Communications, Sheriff and Jail

The Board reviewed the proposed budgets and found an error in the salary line for Central communications of \$2,599. The reduction was noted on the Board. Andy will look at the June 1st printout to see if there are monies within the current year budget to purchase any of the 2016-17 vehicles.

Tax

Commissioner Nixon noted the payment in the Tax budget for software should be coming out. \$31,130 was taken out of the Tax Software line.

Maintenance

Mr. Howard noted the mowing contract was not included in the proposed budget, the savings from Tax will transfer to the Maintenance budget.

The Board discussed the next meeting date, it was decided to meet on Tuesday, May 24, 2016 at 9:00am.

Adjourn

Being no further business, Commissioner Mitchener moved that the meeting be adjourned. Chairman Smith asked for all in favor (7-0).

Jeffery Smith, Chairman

Susanne Stallings, Clerk