



Chowan County Board of Commissioners

Regular Meeting

Monday, October 2nd, 2023

Chowan County Public Safety Center

305 West Freemason Street

6:00pm

AGENDA

Regular Meeting

- a. Call to Order
- b. Pledge
- c. Invocation Commissioner Kehayes

1. Approval of Draft Agenda

2. Public Comment

In accordance with NCGS 153A-52.1 The Board will allow a maximum of 3 minutes per speaker during the Public Comment Period.

3. 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.

a. Approval of Minutes

Minutes of the August 21, 2023 Regular Meeting; August 30, 2023 Joint School Committee Meeting; September 5, 2023 Regular and Special Meetings; September 18, 2023 Regular Meeting and the September 25, 2023 Special Emergency Meeting.

b. Tax Refund and Release Report

Riddick, D	\$229.46	Billed Twice
Russell, A.	\$191.73	Vehicle not listed in Chowan County

4. Broadband Items

a. Update from Focus Broadband

Jody Heustess will present the Board with an update from Focus Broadband and the status of the project.

b. Grant Exhibit

The Board will consider approval of Exhibit J of the grant package. This exhibit will allocate ARPA funds for the second GREAT grant.

5. Appointment

Jury Commission

Chowan County Clerk of Court Dwayne Goodwin requests the reappointment of Denise Bunch to the Chowan County Jury Commission.

6. NCACC Steering Committee

Chair Kirby will provide the Board with information as FYI on the new procedures for applying for Steering Committees through the NCACC.

7. Surplus Property – 149 Green Road

This property is a tax foreclosure which did not sell during the foreclosure process. If the property does not sell, the County takes ownership, forgives the taxes owed and pays attorney fee and suit costs. Staff has determined the property is of no use for the County and recommends that the properties be sold via upset bid outlined in the general statutes (NCGS §153A-176 and §160A-269).

The Board is asked to consider the following:

- Declare the property as surplus
- If the Board wishes to establish a minimum bid it will be in order to note the minimum bid amount at this time.

149 Green Road Real property owned by Chowan County located at 149 Green Road. (PIN 6981-00-88-5366) Property consists of a parcel of vacant land of approximately .52 acres as described in Deed Book 573 pages 225 of the Chowan County Public Registry. The minimum bid at foreclosure was \$2,285.48 which includes taxes owed and fees, this bid was not met. There is currently no pending bid on this property.

8. Courthouse Parking

Mr. Howard will discuss Courthouse parking lot and use of the parking spaces during business hours for non-court related uses.

9. Financial Items

Ms. Smith will present the following:

a. Financial Report August 2023

Finance Officer Cathy Smith will provide the Board with financial reports for August 2023

10. External Board/Committee Report

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

11. Manager's Report

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

12. Timely and Important Matters

13. Adjourn