



Chowan County Board of Commissioners

Regular Meeting

**Monday, September 18th, 2023
Chowan County Public Safety Center
305 West Freemason Street
6:00pm**

AGENDA

Regular Meeting

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

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. Surplus
the clerk will provide the Board with an updated list at the meeting of items to be declared surplus and sold on Gov Deals.

4. Tax Item

David Buchanan, release of value \$35,361 (\$259.90 taxes owed), the personal property is not located in Chowan County.

5. 911 Grant

The Board will consider approval for acceptance of a grant from the 911 Board for replacement of the radio system.

6. Planning Items

Ordinance Update Contract

The Board will consider approval of a contract with Insight Planning and Development to update the Chowan County Zoning and Subdivision Ordinances.

Attorney Contract for Board of Adjustment

The Board will review and consider approval of a contract for Sharp Graham, Baker Varnell LLP to represent the Chowan County Board of Adjustment.

Abatement of Mobile Home

The Board will review and consider approval of a proposal to demolish an uninhabited/abandoned mobile home located at 217 Coree Trail in accordance with the Chowan County Junk/Nuisance Ordinance

7. Water Item

Water Department Director David Tawes will present the Board with a proposal and resolution authorizing staff to apply for the fall round of competitive funding from NC Drinking Water State Revolving Fund. The source of funding is in low interest loans and principal forgiveness loans. If awarded the funds would be used to make improvements to the water system to replace the over 70 year old water mains in Cape Colony as well as replacement of 118 fire hydrants that are over 50 years old. The funding request will be submitted on behalf of the County by Rivers and Associates. If selected for funding the Board will be presented with funding proposals to be considered at a later time.

8. Courthouse Items

Parking Lot

The Board will consider a request to amend the scope of the parking lot paving to include speed control bumps. The cost for this is \$1,700.

Courtroom Renovations

The Board will consider a proposal from JKF Architecture to design the renovation of the courtroom and associated HVAC system.

9. Financial Items

Ms. Smith will present the following:

a. 2024 Budget Amendments

BA2024-016

BA2024-017

BA2024-018

b. Update on JA Holmes Highschool Project Expenses

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