



Chowan County Board of Commissioners
SPECIAL MEETING
Monday, February 20, 2023
Chowan County Public Safety Center
305 West Freemason Street
5:00 pm

AGENDA

The Chowan County Board of Commissioners will hold a special meeting on Monday, February 20, 2023 at 5:00pm before the regular 6pm meeting. The special meeting at 5:00pm will be held in the Chowan County Public Safety Center (305 West Freemason St. Edenton, NC).

The purpose of this special meeting will be a closed session to meet in accordance with NCGS 143-318-11 (a) (3 and 5) attorney client and contract negotiations. The regular meeting at 6:00pm will follow.

Chowan County Board of Commissioners
Regular Meeting
Monday, February 20, 2023
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

AGENDA

Regular Meeting

- a. Call to Order
- b. Pledge
- c. Invocation Chair Kirby

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. Tax Refund/Release
Architzel, D. \$317.16 Overpayment

4. Snapback NC Presentation

Courtney Butler will provide the Board with a presentation that highlights Snapback NC and the impact of its services on the community.

5. Grant Pre-Application – PARTF Funds

Recreation Department Co-Directors Brian Chappell and Shannon Ray will present the Board with a pre-grant application request to apply for Park and Recreation Trust Fund (PARTF). The total grant request is \$230,000 and the match for the funds is \$230,000. The grant will be used for renovations at the DF Walker Gym (Oakum Street).

6. Grant Pre-Application – NC Emergency Management

Emergency Management Coordinator Cord Palmer will provide the Board with a pre-grant application request to apply for NC Emergency Management and FEMA funds in the amount of \$13,200 to purchase a DEN case (a data communication device) to be located on Radio Trailer One. No matching funds are required and the maintenance contract for six years is included in the initial purchase price.

7. Request for addition of road to the State Secondary Roads System

At the January 9, 2023 meeting, the Board of Commissioners received a petition signed by homeowners on Sound Shore Drive requesting that Sound Shore Drive be added to the State Highway Secondary Roads System, that request was recommended for approval. The original requestor has submitted an additional request to add West Sound Shore Drive to the secondary roads system. A copy of the petition is attached. If the Board approves the request, the attached resolution would then be forwarded to NCDOT requesting NCDOT review the request.

8. Courthouse – Storm Window Replacement

The Board will review proposals for replacement of the storm windows at the courthouse. It is recommended that the Board select the proposal from Albemarle Glass in the amount of \$12,475.

9. Annual Report – Soil and Water Conservation

Jacob Peele will provide the Board with the annual report from Soil and Water Conservation.

10. Project Change Order – DF Walker 2nd Floor renovation

The Board will consider approval of a change order in the amount of \$2,411.32 to relocate four (4) electrical circuits and to change breaker and wire sizes.

11. Appointment – Senior Tarheel Delegate – Alternate

It is recommended that the Board appoint Derence Fivehouse to serve as the alternate appointee for the Senior Tarheel Delegate appointment.

12. Financial Items

Finance Officer Cathy Smith will present the following:

a. Current Fiscal Year Budget Amendments

BA2023-052

BA2023-053

BA2023-054

BA2023-055

BA2023-056

b. Meal Reimbursement Policy Amendment

13. External Board/Committee Report

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

14. Manager's Report

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

15. Timely and Important Matters

16. Adjourn