



Chowan County Board of Commissioners

SPECIAL MEETING

Monday, January 22, 2024

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, January 22, 2024 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) (5) contract negotiations. The regular meeting at 6:00pm will follow.

Chowan County Board of Commissioners

Regular Meeting

Monday, January 22, 2024

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. Tax Refund/Release Report

Wilder, T.	\$610.00	Overpayment
Sasin Holdings	\$3141.43	Overpayment
Niper LLC	\$1,141.82	Overpayment
Holley, C.	\$300.00	Overpayment
Byrum, M.	\$167.40	Overpayment

b. 2024 Commissioner Committee Appointments

The Board will accept the 2024 Committee Appointments from the Chair.

4. FY 2022-23 Audit Report

County's Auditor with Thompson, Price, Scott, Adams and Co. will formally present the FY 2022-23 Independent Audit with financial statements and answer questions from the Board.

5. EA Swain Proposal

Karen Foley will present the Board with a proposal for the redevelopment of EA Swain Auditorium.

6. Emergency Management Items

Storm Ready Certification

Chowan County has been awarded the Storm Ready Certification by the National Weather Service. Jeff Orrock and Eric Seymour from the National Weather Service Office in Wakefield, VA will be present to present the certification.

Local Emergency Planning Committee (LEPC) Annual Membership Listing

The Board has been provided the annual volunteer membership list for the Board's approval/appointment.

7. Emergency Management/ IT Department Annual Report

Emergency Management and IT Department Director Cord Palmer will provide the Board with an annual report for both departments.

8. Recreation Items

Bond Counsel for Recreation Bond Referendum

Mr. Howard will provide the Board with an update on the status of this project.

Update on Progress of Master Plan Update

Recreation Director Shannon Ray will provide the Board with an update on the progress and timeline for the Recreation Master Plan Update.

9. Sheriff Items

K9 Grant from USPCA (United States Police Canine Association) and the AKC (American Kennel Club)

Sheriff Basnight will present the Board with a request to apply for a grant from the USPCA and AKC to purchase a K9 for the Sheriff's Office.

Surplus of Patrol Rifles

The Sheriff is requesting approval to surplus 21 rifles that have been replaced and removed from service to be sold to an FFL dealer. Additionally, the Sheriff requests that the monies from the sale of these surplus rifles be placed back in the Sheriff budget for firearms training (ammunition, targets and safety equipment).

10. TDA Appointment

A vacancy on the TDA Board, for seat 5 has been advertised for two months. The appointee must be actively engaged in the promotion of travel and tourism in Chowan County. It is recommended that Alexis Tobias-Jacavone be appointed to fill the vacancy in seat 5.

11. EMS/Fire Lease

The Board will consider approval of a lease agreement between the Edenton Chowan Rescue Squad and Chowan County for use of the Rescue Squad Building located at 1414 Rocky Hock Landing Road for EMS rescue and Fire Services.

12. Financial Items

Finance Officer Cathy Smith will present the following:

- a. Current Fiscal Year Budget Amendments
BA2024-039
BA2024-040

- a. Update on JA Holmes Highschool Project Expenses

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

Retreat

Staff is working to obtain possible dates for a Board retreat in early March. Please notify the Clerk if you have any known conflicts.

16. Adjourn