



Chowan County Board of Commissioners
SPECIAL MEETING
Monday, February 5, 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, February 5, 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) (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 5, 2024
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

AGENDA

Regular Meeting

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

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. Minutes

The Board will review and consider approval of the January 8, 2024 and January 22, 2024 Regular and Special Meetings.

4. Chowan Edenton Environmental Group

Representatives from the group will provide the Board with a presentation on the development of Bennett's Millpond as a county recreation and tourism location. Representatives from the Recreation Department will request permission from the Board to look further into pursuing these grant opportunities.

5. Tax Items

2023 Report of Unpaid Taxes and Order to Advertise the 2023 Tax Liens

Tax Administrator Chris Hill will provide the report and requested order to advertise to the Board.

Tax Release

Mr. Hill will provide the Board with a request for the release of 2023 taxes for Elliott Enterprises LLC.

6. EMS Radio Replacement

EMS Director Colin Ryan will provide the Board with a quote to replace EMS radios.

7. Bond Counsel for Recreation Bond Referendum

Mr. Howard will provide the Board with proposals for Bond Counsel.

8. EMS/Fire Unit 3 Repairs

The Board will consider approval of a budget for capital repairs at the Unit 3 building.

9. Jail Assessment

Mr. Howard will present the Board with a proposal from Moseley Architects to provide a Needs Assessment Study for the Chowan County Detention Center.

10. Financial Items

Finance Officer Cathy Smith will present the following:

a. Current Fiscal Year Budget Amendments

BA2024-041

BA2024-042

b. Financial Report December 2023

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

11. External Board/Committee Report

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

12. Manager's Report

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

13. **Timely and Important Matters**

14. **Adjourn**