



Chowan County Board of Commissioners
SPECIAL MEETING
Monday, June 3, 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, June 3, 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, June 3, 2024
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

AGENDA

Regular Meeting

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

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 May 13 and May 14 Special Meetings, May 20th Regular Meeting and May 22, 2024 Special Meeting.

4. Public Hearing for the FY 2024-25 Budget

The Board will open the Public Hearing to receive comment on the proposed FY 2024-25 Chowan County Budget. Budget materials are available for public inspection on the Chowan County website, and the office of the County Manager.

5. FY 2024-25 Budget Ordinance

The Board will consider adoption of the FY 2024-25 Chowan County Budget Ordinance.

6. Recreation Department Pre-Grant Application

The Board will consider a pre-grant application from the Recreation Department to apply for grant funds from AED Grant to purchase three (3) AED machines at Earnhardt and Fisher Field and the third to be portable for staff programming. The total grant is for \$3,900 and matching funds required is \$3,600.

7. Public Safety Center Tower Foundation Repair

The Board will consider a proposal for repairs to be made to the foundation of the tower located at the Public Safety Center. The cost for the repairs is \$96,275.

8. Chowan County Courthouse Renovation, Phase I

The Board will review and consider approval to award the low bid to AR Chesson Construction Company for the Phase I renovations to the Chowan County Courthouse. The bid amount is \$877,491 to be paid from the Capital Improvement Projects (CIP) Fund.

9. Ag Center Pedestrian Bridge Repair

The Board will review and consider approval to award the low bid to AR Chesson Construction Company for the repairs to the Chowan County Ag Center Pedestrian Bridge. The bid amount is \$447,622 to be paid from the Capital Improvement Projects (CIP) Fund.

10. Chowan County Reverse Osmosis Pilot Water Treatment Plant (WTP) Study

Bids for this project were advertised to be received on May 23, 2024. The project consists of conducting a RO Pilot WTP study at an existing test well site (619 Poplar Neck Rd, Edenton). It is recommended that the contract be awarded to Magette Well & Pump Company, Inc in the amount of \$276,800.

11. Edenton Steamers Capital Project at Hicks Field

The Edenton Steamers request approval of a capital improvement project to be completed at Hicks Field in the amount of \$38,530. The project is included in the CIP plan.

12. Transformer Replacement former DF Walker Building (Oakum St.)

The Board will consider approval of an expense to replace a transformer at the former DF Walker Building in the amount of \$95,548.64.

13. Annual Report – Water Department

Water Department Director David Tawes will provide the Board with the annual report from the Water Department.

14. Appointments

COA Board of Trustees

Due to NC House Bill 259 and restructuring of the COA Board of Trustees. Due to Chowan County providing plant funds to the college, a request has been made to appoint one additional member to the COA Board of Trustees from Chowan County.

15. County Attorney Contract Rate Increase

The Board will consider approval of a proposed rate increase to the County Attorney Contract.

16. 2024-25 Legislative Goals Proposal

Every two years, in the months preceding a long session of the General Assembly, the NCACC engages in a process to determine the legislative goals it will pursue in the best interest of the counties. The first stage is member driven as counties are encouraged to participate by submitting legislative goals. These proposals may include changes to statutes or requests for funding and should have an impact on all 100 counties. Proposed goals are due to the NCACC in late August. Board members are asked to begin submitting your list of goals to the Board Clerk no later than the first meeting in August.

17. Financial Items

Finance Officer Cathy Smith will present the following:

a. **Current Fiscal Year Budget Amendments**

BA2024-069

BA2024-070

BA2024-071

BA2024-072

BA2024-073

BA2024-074

BA2024-075

b. **FY23-24 Budget Clean Up**

The Board will authorize the Finance Officer and Manager to perform necessary FY 2023-24 budget clean up amendments and bring them back to the Board as FYI at a future regular meeting.

18. External Board/Committee Report

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

19. Manager's Report

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

20. Timely and Important Matters

21. Adjourn