



**Chowan County Board of Commissioners**

**Regular Meeting**

**Monday, March 2, 2026**

**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. Minutes  
Minutes of the January 28, 2026 Salary Study Presentation, February 10, 2026 5 on 5 Committee meeting and the February 11, 2026 CIP Committee meeting.

**4. Reappraisal Presentation**

Vincent Valuations will present the Board with a status update presentation on the 2026 Reappraisal.

**5. Jail Replacement**

Over the past 2-3 years the Board has discussed the need for a new county jail. The County Manager at the February 16, 2025, meeting provided various options for replacement of the existing Chowan County Detention Center (Jail). Options that have been explored included the construction of a new jail, construction of a new regional jail with neighboring counties, as well as joining existing local regional jails that showed estimated costs for each option. Based on discussions at the February 25, 2026 Retreat it is recommended the Board vote to authorize the County Manager to begin negotiations with Albemarle District Jail to develop an agreement for Chowan County to join ADJ. A final contract will be placed before the Board at a future meeting.

**6. Zoning Ordinance Rewrite Contract Amendment**

The Board is asked to consider approval of an extension of the current contract with Insight Consulting Group LLC to extend the contract term to October 1, 2026.

**7. John A. Holmes High School Change Order**

Change Order for new HVAC unit for Boy Scout Hut

The Board will consider approval of a change order in the amount of \$16,162.42.

Hicks Field net extension

The Board will consider approval of a change order in the amount of \$63,472.84.

**8. Probation Lease**

The Board will consider approval of a one-year lease with NC Department of Adult Correction Probation and Parole for the space at the Chowan County Public Safety Center.

**9. DF Walker Gym Door Replacement**

Mr. Howard will present the Board with a proposal to change out the doors at DF Walker Gym (Oakum St.) utilizing capital improvement plan funds.

**10. Appointment**

Recreation Advisory Board

This vacancy has been advertised for over a year. The Recreation Advisory Board has reviewed the applications and recommends the appointment of Maurice Bunch to the Recreation Advisory Board.

**11. Audit Contract and Engagement Letter**

The Board will consider approval of the audit contract and engagement letter with Thompson, Price, Scott, Adams & Co., P.A. (TPSA) for 2026.

**12. Financial Items**

Finance Officer Cathy Smith will present the following:

a. Current Fiscal Year Budget Amendments

BA2026-042

BA2026-043

BA2026-044

**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**

NCACC Video

The NCACC has requested that a brief video from NCACC President Wallace Nelson be shared with all counties at their March meeting.

**16. Adjourn**