



Chowan County Board of Commissioners
SPECIAL MEETING
Monday April 6, 2026
Chowan County Public Safety Center
305 West Freemason Street
4:30 pm

AGENDA

The Chowan County Board of Commissioners will hold a special meeting on Monday, April 6, 2026, at 4:30pm before the regular 6pm meeting. The special meeting 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) (1) in conjunction with NCGS 132-6.1 (c) following this discussion the Board will continue to meet in closed session in accordance with NCGS 143-318-11(a) (3 and 4) Attorney Client Privilege and Economic Development. The regular meeting at 6:00pm will follow.

Chowan County Board of Equalization and Review
Meeting
Monday April 6, 2026
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

AGENDA

Oath

Board Clerk Susanne Stallings will administer the oath of office to the Board of Equalization and Review.

Presentation of Appeals

- Citizens having appropriately and timely appealed their property valuations to the Tax Department will be scheduled for appeal hearings at a later date.

The deadline for appeals to be submitted to the Chowan County Tax Office is May 11, 2026 at 5pm.

Recess until May 11, 2026

Chowan County Board of Commissioners

Regular Meeting

Monday, April 6, 2026

Chowan County Public Safety Center

305 West Freemason Street

Immediately following the Board of Equalization and Review

AGENDA

Regular Meeting

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

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 March 18, 2026 regular meeting
- b. Tax Refund/Release Report
Brickhouse, C. \$189 Overpayment

4. 2025 Report of Unpaid Taxes and Order to Advertise the 2025 Tax Liens

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

5. Water Items

Reverse Osmosis (RO) Water Treatment Plant (WTP) Update

The Board has requested that the County Manager provide the Board and the public with the update on the status of the RO WTP that was presented at the February 25th retreat.

Engineer Agreement Amendment

The Board will consider an amendment to the Engineer's contract.

Purchase of Trucks for Water Department

The Board will consider approval for purchase of two trucks

- Enterprise truck (Chevrolet Silverado, previously leased by the Sheriff's Office) in the amount of \$22,500 to replace a vehicle removed from service in the Water Dept.
- Purchase of a Ford F150 from Enterprise for the Water Department.

6. Enterprise Vehicle Purchase and Sale to Town of Edenton

The Board will consider approval of the purchase of an Enterprise 2023 Chevrolet Silverado Truck (previously leased by the Sheriff's Office) in the amount of \$23,000. The County intends to sell this vehicle to the Town of Edenton at the purchase price.

7. Steamers – Hicks Field Improvements

Removal of Landscaping

The Steamers have requested approval from the Board to remove the landscaping along the property on Freemason and Woodard Street.

CIP Projects for Hicks Field

The Board will consider approval of \$70,500 for capital improvements at Hicks Field.

8. Transfer of Swain Auditorium

The County has received a letter from the Town of Edenton requesting the County transfer ownership of 200 East Church Street (Swain Auditorium) to the Town of Edenton.

9. Financial Items

Finance Officer Cathy Smith will present the following:

a. Current Fiscal Year Budget Amendments

2026-045

2026-046

2026-047

b. Update on JA Holmes Highschool Project Expenses

10. External Board/Committee Report

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

11. Manager's Report

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

12. 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 April meeting.

13. Adjourn