



Chowan County Board of Commissioners
SPECIAL MEETING
Monday, February 6, 2023
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 6, 2023 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 8) attorney client and school emergency response planning exercise. The regular meeting at 6:00pm will follow.

Chowan County Board of Commissioners
Regular Meeting
Monday, February 6, 2023
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

Minutes of the January 9, 2023 and January 23, 2023 Regular and Special Meetings.

b. Tax Refund Release Report

Riddick, R. \$223.54 Paid Twice

4. Center Hill Crossroads Fire Department Brush Truck

LW Nixon, Chief of Centerhill Crossroads Fire Department will present the Board with a request to utilize grant monies to purchase a brush truck for the fire department.

5. Sheriff Weapon Surplus

Sheriff Edward Basnight will present the Board with a request to surplus a list of 22 shotguns to be sold to a Federally Licensed Firearm Dealer and use the proceeds to convert 6 shotguns that are not surplus over to a less lethal (bean bag round) and to purchase bean bag rounds for the Sheriffs Department.

6. Library Board

The current bylaws for the Library Board align with the general statutes that define Library Board membership. The Bylaws and Statutes require no less than six (6) and no more than twelve (12) members. Until recently there have been twelve appointees to the Library Board. One of the Trustees recently resigned and it was unanimously recommended by the Board of Trustees that this seat not be filled and the Board membership be a total of 11 members. The Board of Trustees feels that leaving this seat vacant will reduce the possibility of a tie vote in the future. The Board will consider approval of this request.

Note * There are some term expirations on the Board of Trustees that will expire in June. Those vacancies are being advertised and applications are being collected. Please see Board Clerk Susanne Stallings for a copy of the application. The Board of Trustees will review the applications and make a recommendation to the Commissioners at their April 11, 2023 meeting. Interested applicants are encouraged to apply no later than April 5, 2023.

7. Tax Items

Tax Administrator Melissa Radke will present the Board with the following items:

Value Relief – Jimbo Jumbos

Refund – Beech Fork Farms

Refund – Swain Trucking

Toyota Industries Commercial Finance

2026 Reappraisal Proposal

2022 Report of Unpaid Taxes and Order to Advertise the 2022 Tax Liens

8. Resolution – March for Meals

The Board will consider a proposed resolution from the Albemarle Commission proclaiming March 2023 as the 21st Annual March for Meals Month.

9. Courthouse – Carpet Replacement

The Board will review proposals for replacement of the carpet on the 2nd floor. It is recommended that the Board select the proposal from Northeastern Flooring due to the reduced lead time of four weeks.

10. Financial Items

Finance Officer Cathy Smith will present the following:

a. Current Fiscal Year Budget Amendments

BA2023-047

BA2023-048

BA2023-049

BA2023-050

BA2023-051

b. Update on JA Holmes Highschool Project Expenses

c. Financial Report December 2022

Finance Officer Cathy Smith will provide the Board with financial reports for December 2022.

d. ARPA Policies

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.

- Community Survey

13. Timely and Important Matters

14. Adjourn