

Regular Meeting
Monday, April 15, 2019
6:00pm
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC

This meeting was recorded. A copy of the recording is in the meeting file labeled April 15, 2019.

Present Chair Patti Kersey, Commissioners Greg Bonner, Ron Cummings, Don Faircloth, Bob Kirby, Ellis Lawrence and Larry McLaughlin.

Staff present County Manager Kevin Howard, Finance Officer Cathy Smith, County Attorney Lauren Arizaga-Womble and Board Clerk Susanne Stallings.

Regular Meeting

Chair Kersey called the regular meeting to order and led all in the pledge of allegiance.

Commissioner Faircloth then provided the invocation.

Approval of Draft Agenda

Board Clerk Susanne Stallings noted the new agenda format and noted that the public is now provided a full agenda packet digitally which lists each of the budget amendments. She noted to save paper the budget amendments will no longer be posted on the agenda. She asked the Board notify her of any concerns or suggestions regarding this.

Commissioner Kirby moved to add a closed session on the agenda and to discuss Item 8 in closed session before consideration and approve the agenda as amended. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Public Comment

Chair Kersey opened the floor for public comment.

Robin Engel 209 Yeopim Trail Edenton provided the Board with a petition from residents of Chowan Beach asking for immediate assistance from the Sheriff's Office regarding a resident in Chowan Beach who the residents feel make the community unsafe. A copy of the signed petition is in the meeting file labeled April 15, 2019. A copy of the petition was forwarded to law enforcement.

Kathleen Hynes 502 Chowan Trail spoke and echoed the comments made by the previous speaker.

There was no further public comment.

Consent Agenda

Minutes

Ms. Stallings noted a correction to the minutes of March 28th striking out the mention of Mayor Vaughan.

Minutes of March 28, 2019 and April 1, 2019.

Tax Refunds/Releases

Jernigan, P.	\$226.03	Paid twice
Sessoms, J.	\$943.71	Paid twice
Hardy, C.	\$113.78	Paid twice
Toppin, B.	\$108.00	Paid twice
Mullins, T.	\$850.00	Nuisance fee applied twice

Commissioner Lawrence moved to approve the consent agenda and minutes as amended. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Budget Amendments

Finance Officer Cathy Smith presented the budget amendments.

BA-1819-057

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Recreation			
11-6130-352-00	Repairs & Maintenance - Equipment		(460.31)
11-6130-550-00	Capital Outlay - Equipment		460.31
	Balanced	-	-
Justification:			
<i>To amend 2019 budget to cover purchase and installation of chain length fence at Earnhardt Field. This was approved in 2019 budget and monies are being transferred between line items.</i>			

BA-1819-058

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Register of Deeds			
11-3418-415-00	*Preservation/Automation	615.51	
11-4180-298-00	*Dept Supplies - Auto/Pres		205.17
11-4180-440-00	*Contr Svcs - Automation/Pres		205.17
11-4180-511-00	*C/O - Auto / Pres		205.17
Sheriff's Office			
11-3431-232-00	*Sheriff Donations	20.00	
11-4317-440-00	*Donation - Expense		20.00
11-3431-233-00	*State Special Funds	115.04	
11-4317-441-00	*State Special Expense		115.04
11-3431-235-00	*Sheriff Executions	18,462.50	
11-4316-440-00	*Sheriff Executions		18,462.50
11-3431-243-00	*KIDS & COPS	94.22	
11-4317-443-00	*KIDS & COPS Expense		94.22
Animal Shelter			
11-3438-894-00	*Donations - Chowan	120.00	
11-3438-894-01	*Donations - Gates	45.00	
11-3438-894-02	*Donations - Perquimans	25.00	
11-3438-894-03	*Donations - Other	30.00	
11-4381-600-00	*Donation - Expense		220.00
11-3438-895-00	*Adoption - Chowan	970.00	
11-3438-895-01	*Adoption - Gates	190.00	
11-3438-895-02	*Adoption - Perquimans	430.00	
11-3438-895-03	*Adoption - Other	430.00	
11-4381-441-00	*Contr Svcs - Spay/Neuter		2,020.00
Cooperative Ext:			
11-3495-368-00	*Hospital Foundation Grant	2.60	
11-4952-600-00	*Hospital Foundation Grant		2.60
11-3495-370-00	*AG Program Fees Discretionary	655.61	
11-4953-440-00	*Ag Program Discretionary		655.61
11-3495-378-00	*4-H Fees Discretionary	490.00	
11-4953-448-00	*4-H Fees Discretionary		490.00
11-3495-380-00	*ECA Discretionary	49.00	
11-4953-450-00	*ECA Discretionary		49.00
Recreation			
11-3612-487-00	*Recreation Donations	380.00	
11-6130-299-01	*Donations - Dept Supplies		380.00
Senior Center			
11-3616-533-00	*Reg Fees - Trips	357.00	
11-4268-312-00	*TRIPS - Senior Citizens		357.00
11-3616-533-01	*Registration Fees Activities	70.00	
11-4268-299-01	*Activities - Dept. Supplies		70.00
11-3616-535-03	*Healthways	714.00	
11-4268-352-02	*Healthways		714.00
EMS			
60-3839-891-00	*Donations - Rescue Squad	500.00	
60-4370-499-00	*Donations - Rescue Squad		500.00
	Balanced	24,765.48	24,765.48
	Total Discretionary Income Received FYE 2019	229,282.09	
Justification:			
	<i>To amend the 2019 budget to include Discretionary income received through March 2019.</i>		

BA-1819-059

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
TDA			
51-3815-530-00	Co-Op Monies	34.70	
51-8150-261-01	Co-Op Office Supplies		34.70
51-3832-530-00	Co-Op Advertising	10,535.00	
51-8150-370-01	Co-Op Advertising		10,535.00
51-3839-894-00	*Music & Water Festival	115.00	
51-8150-826-00	*Music & Water Festival		115.00
	Balanced	10,684.70	10,684.70
Justification:			
<i>To amend the 2019 budget for TDA to include Co-Op and Discretionary income through March 2019</i>			

MBA- 1819-060

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Soil & Water			
11-3473-365-00	S&W - Education Grant Revenue	500.00	
11-4730-610-00	S&W - Education Grant Expense		500.00
Senior Center			
11-3616-537-00	Albemarle Comm - Health Promotions	1,980.00	
11-4268-601-00	Albemarle Comm - Health Promotions		1,980.00
	Balanced	2,480.00	2,480.00
Justification:			
<i>To amend the 2019 budget for Soil & Water and Senior Center to include grants received in March 2019.</i>			

BA-1819-061

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Water Department			
61-7120-510-00	Capital Outlay - Equipment		31,805.88
61-7120-599-00	Capital Outlay - Other Improvements		(31,805.88)
	Balanced	-	-
Justification:			
<i>To amend 2019 budget to cover purchase of tractor for the Water Department. This was approved by BOCC on 03/18/19 and monies are being transferred between line items.</i>			

BA-1819-062

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Animal Shelter			
11-4381-126-00	Salaries & Wages - PT		(14,002.26)
11-4381-352-00	Maint & Repairs - Equipment		532.06
11-4381-353-00	Maint & Repairs - Vehicles		500.00
11-4381-491-00	Dues & Subscriptions		50.00
11-4381-580-00	Capital Outlay - Building		12,920.20
	Balanced	-	-
Justification:			
<i>To amend 2019 budget to cover deficit balances for Animal Shelter. Monies are being transferred between line items.</i>			

BA-1819-063

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Social Services			
12-5310-121-00	Salaries - Regular		(20,000.00)
12-5310-199-00	Professional Services		20,000.00
	Balanced	-	-
Justification:			
<i>To amend the 2019 budget to cover additional Vanguard services while department is not fully staffed. Monies are being transferred between line items.</i>			

Commissioner Faircloth moved to approve the budget amendments as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

County Employee Health Insurance Coverage Options

Cathy Maxfield with Pierce Group Benefits provided the Board with updated information for County Employee Health Insurance renewal. A copy of her PowerPoint presentation is in the meeting file labeled April 15, 2019.

Ms. Maxfield noted the following highlights of the renewal:

- Review of the current plan design
- As of December the County had five high cost claimants the previous year had eleven high cost claimants.
- December claims were not included however the loss ratio is down to 94%
- Aetna's renewal for Chowan County included an 8.6% increase. Pierce Group was able to negotiate to a flat rate for next year.
- Recommendation to accept Aetna's renewal. In the future the County may want to look into a policy for spousal coverage and additional wellness screening requirements.
- No change in dental, vision or life insurance rates.
- President Trump promises a health care package to replace the Affordable Care Act.

Commissioner Kirby stated his displeasure with the caricature of President Trump in the PowerPoint.

Ms. Maxfield apologized.

Commissioner Kirby asked about the data for the impact of the Affordable Care Act impact on Chowan County.

Ms. Maxwell stated she did not have this but would look into it.

Commissioner Lawrence stated that the ACA has been beneficial to family members.

Commissioner Faircloth asked for clarification on the recommendation for a spousal coverage policy.

Ms. Maxfield stated that this would be a policy for those who are eligible for other employer policies.

This matter was discussed again later in the agenda before the Finance Officer report.

Pierce Group Benefits Service Agreement Renewal

County Manager Kevin Howard presented the Board with a Service Agreement renewal with Pierce Group Benefits. He stated this is an increase from \$11 to \$13.70 per member. He stated he recommends approval of the renewal.

Commissioner Bonner moved to approve the agreement as presented.

Ms. Womble noted the agreement will need e-verify and the pre-audit language added.

Commissioner Bonner rescinded his motion and moved to approve the contract with the legal recommendations and attorney review. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Request for RFQ for Asset Inventory Grant

Water Director David Tawes stated the County received funding for the Asset Inventory Grant request for the Water Department. He then requested permission to submit an RFQ to consulting engineering firms that are interested in performing the associated work.

Commissioner Lawrence asked if Mr. Howard recommends approval.

Mr. Howard stated yes.

Commissioner Bonner moved to approve the request as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Hicks Field Lease Termination and New Lease Approval

This item was added to closed session and discussed in open session following the closed session.

Auditor Contract Renewal

Finance Officer Cathy Smith presented the Board with a request for approval of the contract between Chowan County and Thompson, Price, Scott, Adams & Co, P.A... The Board approved a three (3) year contract in 2017 however the Board is required by the LGC to approve the contract annually.

Commissioner Faircloth moved to approve the renewal as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

HVAC Bids for Northern Chowan Community Center

Mr. Howard presented the Board with bids for two projects for HVAC replacements at the Northern Chowan Community Center. The first project is to replace the Gym HVAC unit. The second is to replace the front restroom HVAC unit. He noted that staff recommends the low bidder Comfort Master for both projects.

Chair Kersey asked if there were any notable differences between the bids.

Mr. Howard noted they all bid on the same requirements.

Commissioner Kirby moved to approve the Comfort Master bid. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Text Amendment Discussion

At the March 19, 2019 meeting Commissioner Kirby provided the Board with written comments for proposed amendments to the County's Solar Development Ordinance (A copy of the suggested ordinance language is in the meeting file labeled April 15, 2019). At the April 1st meeting the Board decided to put the matter on the agenda for the full Board's consideration to provide direction to Planning Staff.

Commissioner Cummings stated he appreciated Commissioner Kirby's work and moved to forward this to the Planning Board.

Commissioner McLaughlin stated that he felt the work was good. He added he would like more should be done to address plantings. He stated that the types of plants should be listed in the formula. He stated that the compromise is to ensure the panels will be out of sight for the adjoining property owners. He stated he feels this language is weak and he stated he encourages solid opaque screening. He stated he felt this would be in harmony with the language in the land use plan to maintain the rural nature of the county.

Commissioner Bonner stated he did not want to discourage a business. He stated if a use is 1,500 feet off a road adding a 50' buffer may be too much.

Commissioner Lawrence stated he agrees the Planning Board should look at the matter. He stated he would like to see the focus on decommissioning.

Commissioner Faircloth stated he agreed with the use of evergreens for screening. He stated he has some concern with the language for monitoring wells. He stated that this would potentially impact all other businesses.

Commissioner Bonner commended Commissioner Kirby for his work on the draft ordinance.

Commissioner Cummings restated his motion to send the matter to the Planning Board and bring the matter back in 30 days.

Ms. Womble discussed the timeline constraints with advertisement of and amendments to the County Zoning Ordinance. She stated June is the next window for a text amendment. She noted the Planning Board meets again on May 21st.

Commissioner McLaughlin asked if the Commissioner comments will be forwarded to the Planning Board. He stated that the Planning Board will note that he and Commissioner Bonner have a difference of opinion with regards to screening.\

Planner Brandon Shoaf stated he has made notes based on the discussion and has ideas. He stated he feels these should be compiled. He stated he will forward the Commissioner comments as well as neighboring county ordinances. He stated the Planning Board has discussed several of the items the Commissioners have brought up.

Chair Kersey stated the comments seem to agree that the Commissioners want to see teeth in the decommissioning language.

Mr. Shoaf stated he would like the attorney to also review the proposed language.

Chair Kersey asked for clarification on the 1,500' setback on the scenic highway.

Commissioner Kirby noted this is the Edenton/Windsor loop and other listed designations in the draft.

Commissioner McLaughlin noted that those residences not on these listed routes will want to see the glass and metal. He stated he advocates for screening for the entire county.

Commissioner Cummings rescinded his previous motion. He then moved to approve to send the draft language from Commissioner Kirby to the Planning Board for their May 21, 2019 meeting and bring back to the Board of Commissioners to be heard at the June 17th Commissioner meeting. Chair Kersey asked for all in favor the motion passed unanimously (7-0).

County Employee Health Insurance Coverage Options

Mr. Howard stated he did not ask for a motion on this however one is needed because open enrollment is in May.

Commissioner Cummings moved to approve the renewal as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Finance Officer Report

Finance Officer Cathy Smith provided the Board with financial reports through the month of March. A copy of the report is in the meeting file labeled April 15, 2019.

External Board/Committee Report

Chair Kersey called for any external board and committee reports. There were none.

Manager's Report

County Manager Kevin Howard updated the Board on the following matters:

- Hometown Strong information Initiative of Governor Cooper's. They are meeting with thirteen counties in the area. A joint meeting is planned.
- Boys and Girls Club update
A meeting has been held with the architect. The bid packets will be released April 28th and bids are due by June 6th.
- Update on study of FQHC in area
Mr. Howard was asked to further study this matter and set up a meeting to discuss with the Health Department Director and the Director for Metropolitan. He stated Commissioner Bonner is interested. Commissioner Lawrence and Cummings also indicated their interest. Chair Kersey stated she will serve if needed. The committee will need to be fewer than four commissioners.
- Harbortown Project
The project is moving forward. The infrastructure is already in place. They may seek funding from the local governments and there are USEDA monies available as well.
- Dillard's Millpond
A meeting was held with CAMA and staff was told to move forward. The approval is at least 60 days out.

Timely and Important Matters

Budget Meetings

Ms. Stallings noted the upcoming budget meeting on April 17th and April 23rd.

Commissioner Bonner noted he will not be able to attend the meeting on April 23rd.

Retreat

Commissioner Lawrence stated he would like to see a summary of the retreat items and how they were ranked.

Mr. Howard stated he will summarize the topics (goals) in the budget presentation.

Senior Center

Chair Kersey asked what the status of the Senior Center was.

Mr. Howard stated the tile had to be replaced. He stated a walk-through is scheduled to identify mistakes.

Commissioner Kirby commented on the status of the contract and deadline.

The Board discussed that they would like a grand re-opening scheduled when the work is complete.

Closed Session

Commissioner Cummings moved that the Board go into closed session, in accordance with NCGS 143-318 (11) (a) (5) contract negotiations. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

The minutes of the closed session are sealed.

Commissioner Cummings moved to come out of closed session. Chair Kersey asked for all in favor the motion passed unanimously (7-0).

Hicks Field Lease Termination and New Lease Approval

Ms. Womble noted the Board will consider a proposal to terminate the County's August 6, 2018 lease with Edenton Baseball LLC. Additionally the Board will consider approval of a new lease between Chowan County and Edenton-Chowan Community Foundation and Edenton Steamers, Inc. to use the Leased Property for the purpose of operate a summer league baseball team. Compensation to Chowan County shall be provided in annual expenditures on maintenance and improvements for the use of the ballpark. She noted this lease is for one year only as a longer term lease will have to be advertised for 30 days. She noted that Edenton Steamers Inc. is a subsidiary of Edenton Chowan Community Foundation.

Commissioner Cummings move to approve the lease with the addition of joint and several language.

Commissioner Kirby stated that as a member of the Rocky Hock Ruritans their organization has supported the Steamers over the years by cooking at the games. He stated that there is a lot of concern from community about serving alcohol at the games. He encouraged the Steamers to be cautious with this endeavor to serve alcohol.

Gary Roth speaking on behalf of the Foundation stated the Steamers do not take this decision lightly. He stated the organization is trying to make the team work financially and noted they are the only team in the league that does not serve alcohol. He stated they hope to break even with the sale of alcohol.

Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Commissioner Kirby moved to terminate the lease in place with Edenton Baseball LLC (Frank Burke) subject to entering into the new lease which was just approved. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Adjourn

Being no further business, Commissioner Faircloth moved to adjourn the meeting. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Patti F. Kersey, Chair

Susanne Stallings, Clerk