

Regular Meeting
Monday, February 4, 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 February 4, 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

Chair Kersey noted that staff recommends that item number 6 be removed from the agenda as the Tax Administrator is not able to be present.

Commissioner McLaughlin moved to 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.

Bob Hopkins representing the State Historic Site (Visitors Center) and Nancy Nicholls representing the Chowan County Tourism Development Authority (TDA). Mr. Hopkins and Ms. Nicholls provided the Board with a copy of a proclamation from Governor Roy Cooper congratulating Chowan County on its recent yearlong 350th celebration.

Consent Agenda

a. Minutes

Minutes of January 22, 2019.

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

Budget Amendments

BA-1819-044

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Senior Center			
11-3616-536-00	Albemarle Comm - General Purpose	9,073.00	
11-4268-600-00	Albemarle Comm - General Purpose		9,073.00
	Balanced	9,073.00	9,073.00
Justification:			
<i>To amend 2019 budget for Senior Center to include General Purpose funding from Albemarle Commission.</i>			

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

GMA Contract Amendment

Water Director David Tawes provided the Board with an amendment to the contract for well monitoring for FY 2019. He stated this amendment is for a GMA's sampling plan items for surficial aquifer at the Valhalla Water Treatment Facility site and surrounding area. He stated this work includes the appropriate abandonment of monitor well MW9DD, groundwater modeling, and associated administrative tasks.

Commissioner Kirby asked if the County is required to monitor the wells.

Mr. Tawes stated that the County is doing its best to comply with the items imposed.

Commissioner Kirby asked if this is actual cost \$57,200.

Mr. Tawes stated that the well casing collapsed and because the integrity of this well was compromised GMA is following appropriate abandonment procedure.

Mr. Howard noted that the County is monitoring a plume of brine.

Chair Kersey asked if after the project completion will there be additional monitoring requirements.

Mr. Tawes stated the state most likely will not require additional monitoring. He noted that Staff and GMA are providing the samples.

Commissioner McLaughlin asked if the monitoring wells are cased.

Mr. Tawes stated the depth of the well requires the wells to be cased.

Commissioner McLaughlin asked about a sampling comparison.

Mr. Tawes stated the chloride levels are higher in monitoring and lower in consumption.

Commissioner Cummings asked if there will be additional wells.

Mr. Tawes stated there should not be any additional wells.

Being no further discussion Commissioner Lawrence moved to approve the contract amendment as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Senior Center Change Order

Mr. Howard provided the Board with a change order for the work being done at the Senior Center. He noted this change order is for several items. He noted the relocation of the fire alarm system to the area owned by the County is included in the change order. He noted that dampers to be added in the mechanical room, wood base addition would also be added. He stated the total change order is \$83,868.96. He stated he is confident that most of this will be paid by the Insurance Company.

Commissioner Lawrence noted the original contract was for \$462,000.

Mr. Howard stated that was the amount approved by the insurance company however the insurance company indicated that at the end of the project the County can settle and add additional items. He noted there are some monies from FEMA and that covers HVAC.

Commissioner McLaughlin discussed the materials being used for the baseboard. He stated that he looked at pricing for the materials and it seemed high.

Mr. Howard stated the materials are installed and the pricing does include some markup.

Commissioner Kirby noted the date needed to be corrected on the last page.

Commissioner Cummings moved to approve the change order as presented. Chair Kersey asked for all in favor, the motion passed unanimously (6-1 McLaughlin).

Demolition of Building at Fishing Pier

Mr. Howard stated this request to demolish the fishing pier building which was destroyed by fire back in November. He stated that bids were sent out for demolition and that staff recommends approval of the low bidder E.H. Johnstone LLC. He noted that the architect working on other projects for the County designed this building and at a later time he will bring back bids for construction.

Commissioner McLaughlin moved to award the demolition bid to E.H. Johnstone in the amount of \$3,450. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Albemarle Commission Board of Delegates Appointment

Chair Kersey noted that Member Counties of the Albemarle Commission are allowed to have one at large seat which cannot be an elected official and the appointment rotates and every two years. The original appointee from 2018 had to resign because he moved out of Chowan County. The vacancy has been advertised and the Board has an application to consider for appointment. This at large delegate will serve until the rotation expiration which is December 2019.

Commissioner McLaughlin stated he knows the applicant and feels she is very capable.

Commissioner Kirby moved to appoint Harriet DeHart to the Albemarle Commissioner Board of Delegates to fill the remainder of the term. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

EMS Ambulance

Chair Kersey noted that the EMS Director Colin Ryan was unable to attend the meeting. She noted that Mr. Howard would present the request.

Mr. Howard stated the ambulance purchase was approved in the budget process. He stated that the Board wanted to do a two (2) year lease purchase which cuts the expense in half. He stated the interest was not included in the budgeted amount so a budget amendment has been provided to the Board. He stated this expense is for a remount where the box will be redone.

Ms. Smith noted that the County did not look into a three year finance.

Commissioner McLaughlin asked if the equipment would be included.

Mr. Howard stated that the basic equipment is included and EMS moves the equipment from the older box to the new box. He noted this request also includes approval to trade in the previous truck.

Commissioner Bonner moved to approve the financing agreement for the ambulance purchase.

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

Commissioner Faircloth moved to approve the surplus and trade in of the former ambulance and to approve the budget amendment as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

BA1819-045

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
EMS			
60-3437-890-00	Loan Proceeds	129,450.00	
60-4370-550-00	Capital Outlay - Vehicles		129,450.00
60-4370-433-00	Rental / Lease - Vehicles		(65,000.00)
60-4370-353-00	Repairs & Maintenance - Vehicles		(1,442.63)
60-9800-980-30	Transfer to Debt Service		66,442.63
Debt Service			
30-3980-980-60	Transfer from EMS Fund	66,442.63	
30-9100-710-12	2019 BB&T Ambulance Note - Principal		65,829.03
30-9200-720-12	2019 BB&T Ambulance Note - Interest		613.60
	Balanced	195,892.63	195,892.63
Justification:			
<i>To amend 2019 budget to include loan proceeds, purchase of ambulance and first year's debt service payment. Budgeted monies are being transferred from Vehicle Rental/Lease and Repairs for first year's debt service payment.</i>			

Albemarle Commission Resolution – Safe Routes to School

Chair Kersey stated the Albemarle Commission RPO put the resolution up for consideration and asking Counties to support the resolution which requests funding for a consultant to meet with local schools and plan to work on safe routes to school. She stated the process is competitive and you apply for consideration of funding.

Commissioner McLaughlin stated he looked into the resolution and the program locally. He stated that the RPO is looking for funding and he is interested to know what has been done locally in the past for Region 9. He asked if Chowan County has received monies in the past. He stated with discussions on a possible new high school in the future he did not feel comfortable in making a decision on the resolution without more information. He moved to post pone the resolution for more time to consider. He stated he would bring his findings back to the Clerk for a future meeting.

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

Recreation Department Annual Report

Recreation Co-Directors Shannon Ray and Brian Chappell provided the Board with a PowerPoint update on the activities of the Recreation Department. A copy of the Power Point is in the meeting file labeled February 4, 2019.

External Board and Committee Report

Commissioner Kirby reported on the activities of the DSS Board and the Albemarle Commission.

Manager's Report

Mr. Howard reported on the following matters:

- Senior Center construction continues
- Dillard's Millpond – the deadline of February 15th is approaching and the County will have to wait until later summer to make changes.
- Retreat surveys have been emailed, please respond by February 15th.
- DF Walker project is moving forward.

Timely and Important Matters

Chair Kersey asked if there were any timely and important matters. There were none.

Closed Session

Commissioner Faircloth moved that the Board go into closed session in accordance with NCGS 143-318-11.a-3 attorney client privilege. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

The minutes of the closed session are sealed.

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

Timely and Important Matters

Mr. Howard noted to the Board that letters were being mailed to property owners regarding surveying He noted the property owners have five days to respond.

Adjourn

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