



JOINT BOCC/BOE 5 on 5 Committee

Tuesday, February 10, 2026
9:30am

Chowan County Public Safety Center
2nd Floor Training Room
305 West Freemason St.
Edenton, NC 27932

MINUTES

Attendees:

Chair Bob Kirby
Commissioner Larry McLaughlin
Kevin Howard, County Manager
Cathy Smith, Finance Officer
Susanne Stallings, Board Clerk

Chairman George Lewis
Shelia Evans, Vice Chair
Tammi Ward, Superintendent
Sandy Pittman, Finance Officer
Hillary Robertson, Community & School Board
Engagement Specialist

Welcome

Chair Bob Kirby, County Board of Commissioners

Chairman George Lewis, Edenton-Chowan Board of
Education

- **Closed Session**

The committee met in closed session to meet in accordance with NCGS 143-318-11 (a) (5) Contract Negotiations to review a contract between Chowan County Commissioners and the Edenton Chowan Board of Education for a Memorandum of Agreement for a Fund Balance Policy. The MOA is in draft format and being reviewed by the staff and attorneys. A formal agreement will be considered by both the Board of Education and County Commissioners at their respective meetings once a draft is finalized and recommended by the 5 on 5 committee.

- **JAH Update**

Ms. Ward reported that students are in the new building and things are going well. She noted the auditorium completion is anticipated in late March or early April. She noted that demolition on the remaining buildings will start on February 11th. She noted that it needs to be clarified who is responsible for paying for the HVAC at the Boy Scout Hut. Mr. Howard will also check to see if the loan proceeds can be used for this. Ms. Ward noted that there is an issue with the storage shed for the Hut and that cannot be placed on

the ground due to impervious space regulations for the site. She noted this will be discussed at a future meeting.

She noted that there is a list being compiled that includes some additional furniture needs, landscaping and access code readers. She noted that there may be a need for additional cameras and a floor scrubber for the 2nd floor.

Ms. Smith noted that the furniture is a Purchase Order not a Change Order. She noted around \$600,000 remains in contingency and there is around \$200,000-\$300,000 in construction contingency.

Mr. Howard stated the construction contingency may be sent back to the County.

Ms. Ward noted that there will be a request for nets a Hicks Field.

There is a request to sign a substantial completion document. The Committee questioned if the building was considered substantially complete and this will be discussed at a future construction meeting.

The final completion date is scheduled for July. The contract states the building must be complete by August.

- **Capital Budget Update**

There are projects being put in the plan that include:

- Athletic field drainage
- Softball fence at Middle School
- Track resurfacing/repair

- **2026-27 Budget**

The School is compiling the requests for 2026/27 for both current expense and capital needs. This includes maintenance projections for the new high school.

The group discussed looking into entering an agreement for joint site landscaping on the high school campus as there are three groups responsible for landscaping.

There is a group still pushing for turf on the high school football field at this time the Board of Education has not approved this item.

Mr. Howard noted that COA is getting quotes to repair the parking lot behind the multipurpose room on the DF Walker High School/COA campus. The group discussed needs at the campus including some repairs to the heat in the Admin building.

Ms. Ward asked if there are any budgetary issues that the school needed to be aware of in planning for the next fiscal year.

Chair Kirby discussed performance concerns and Ms. Ward noted the new performance data will not be available until September. Chair Kirby noted that Chowan County spends about \$3,000 per pupil and Gates County spends about \$2,000 per pupil.

Chair Lewis discussed ongoing community engagement efforts at the schools to increase parent participation.

Mr. Howard noted that the County budget does have some concerns for the upcoming year and challenges include:

- This is a revaluation year
- Costs for joining a regional jail
- DSS reimbursements decreasing
- County Salary Study needs to be addressed

- **Adjourn**

Being no further business, the meeting was adjourned.

Bob Kirby, Chairman

Susanne Stallings, Clerk