

Chowan County Board of Commissioners
Regular Meeting
Monday, July 15, 2024
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

This meeting was recorded. A copy of the recording is in the meeting file labeled July 15, 2024.

At the previous meeting on June 17, 2024 the Board voted to appoint Commissioner Alex Kehayes to serve as Acting Chairman in the absence of Chair Kirby and Vice Chair McLaughlin.

Present: Acting Chairman Alex Kehayes, Commissioners, Ron Cummings, Ellis Lawrence, Chris Evans and Tray Taylor.

Absent: Chairman Bob Kirby and Vice Chairman 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 Kirby called the regular meeting to order and led in the pledge. He then offered the invocation.

Approval of Agenda

Commissioner Cummings moved to approve the agenda as presented.

Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Public Comment

Acting Chair Kehayes opened the floor for public comment.

Alexis Davis stated that he is representing NC Works Career. He noted the services that are provided in Chowan County residents and Veterans. He stated that anyone who had questions could call his office at 252-482-2195.

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
The Board will review and consider approval of the June 3, 2024 Special and Regular meetings and June 17, 2024 Special and Regular meetings.
- b. Tax Refund/Release Report
Wilkins, R. \$100.00 Overpayment

Commissioner Evans moved to approve the consent agenda as presented. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Recreation Bond Referendum Items

County Manager Kevin Howard provided the Board and the public present with an overview of the proposed bond referendum. He stated the Board selected an amount of \$15 total. He noted that the interest rate at its highest historical rate could bring the total project to \$23 million which would require a 6.4 cent tax increase. He noted that the total debt in the reports does not include the High School project debt so the actual debt is \$55 million.

Public Hearing

Commissioner Evans moved to open the floor for the public hearing. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Present: Acting Chairman Alex Kehayes presiding; and Commissioners Chris Evans, Ron Cummings, Tray Taylor and Ellis Lawrence.

Absent: Bob Kirby and Larry McLaughlin

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Mr. Gil Burroughs spoke as a former member of the Edenton-Chowan Board of Education and shared that when the high school construction project was originally designed, it included a swimming pool. He stated the Board of Education took the pool out of the design when they were told the Board of Commissioners would not support the project. He stated his concern that the current bond does not include a public swimming pool. He stated he felt the County had adequate recreational facilities and opportunities and stated the County does not have a swimming pool. He stated he did not understand why the Board refuses a swimming pool. He stated if the referendum included a design for a swimming pool he would advocate for the approval of the bond. He stated if the bond does not include a swimming pool he would work to ensure the bond does not pass. He asked the Board to reconsider including a swimming pool in the project.

Acting Chair Kehayes asked for any further public comment, there was none.

Commissioner Cummings moved to close the floor for the public hearing. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Acting Chair Kehayes read the following statement:

**\$15,000,000 County of Chowan, North Carolina
General Obligation Parks and Recreation Bonds, Series 2025**

This is a hearing for purposes of meeting the requirements of the North Carolina Local Government Finance Act, Chapter 159 of the North Carolina General Statutes (the "Act"), regarding the possible issuance by the County of Chowan, North Carolina of its General Obligation Parks and Recreation Bonds, Series 2025 (the "Bonds") in an aggregate principal amount of not to exceed \$15,000,000.

The proceeds from the sale of the Bonds will be used to finance in part, the acquisition, construction and equipping of parks and recreation facilities in the County (the "Project").

This resolution includes the approval of the Bond Order, the form of ballot question and the publication of the bond order as adopted.

He asked if in light of this information did anyone in the public wish to speak. Nobody in the public indicated any interest in speaking.

Commissioner Kehayes introduced the following resolution, the title of which was read:

BOND ORDER AUTHORIZING THE ISSUANCE OF
GENERAL OBLIGATION BONDS OF THE COUNTY OF
CHOWAN IN THE MAXIMUM AGGREGATE PRINCIPAL
AMOUNT OF \$15,000,000 FOR THE PURPOSE OF
FINANCING, IN PART, THE ACQUISITION, CONSTRUCTION
AND EQUIPPING OF PARKS AND RECREATION FACILITIES
IN THE COUNTY

WHEREAS, on June 17, 2024, the Board of Commissioners (the "Board") of the County of Chowan, North Carolina (the "County") introduced a bond order entitled "BOND ORDER AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE COUNTY OF CHOWAN IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$15,000,000 FOR THE PURPOSE OF FINANCING, IN PART, THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF PARKS AND RECREATION FACILITIES IN THE COUNTY" (the "Bond Order"), and called for a public hearing with respect to the Bond Order; and

WHEREAS, the Bond Order as introduced and notice of such public hearing was published in the *Chowan Herald* on June 22, 2024, as required by N.C.G.S. §§ 159-56 and 159-57; and

WHEREAS, the Board on July 15, 2024 held a public hearing with respect to the Bond Order and now desires to adopt the Bond Order; and

WHEREAS, N.C.G.S. § 159-58 provides for publication of the Bond Order as adopted;

NOW, THEREFORE, the Board, meeting in regular session on July 15, 2024, does the following:

BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR THE COUNTY OF CHOWAN, NORTH CAROLINA:

1. The Bond Order entitled “BOND ORDER AUTHORIZING THE ISSUANCE OF GENERAL OBLIGATION BONDS OF THE COUNTY OF CHOWAN IN THE MAXIMUM AGGREGATE PRINCIPAL AMOUNT OF \$15,000,000 FOR THE PURPOSE OF FINANCING, IN PART, THE ACQUISITION, CONSTRUCTION AND EQUIPPING OF PARKS AND RECREATION FACILITIES IN THE COUNTY” is hereby adopted.

2. The Clerk to the County shall cause the Bond Order, with a statement appended in form described by N.C.G.S. § 159-58, to be published in the *Chowan Herald*.

2. The Board hereby calls for a referendum with respect to the Bond Order and fixes the date thereof as November 5, 2024.

3. The form of the question on the ballot shall be as follows:

Additional property taxes may be levied on property located in Chowan County in an amount sufficient to pay the principal of and interest on bonds if approved by the following ballot question:

Shall the order authorizing \$15,000,000 general obligation bonds plus interest, for the purpose of financing, in part, the acquisition, construction and equipping of parks and recreation facilities in the County and providing that additional taxes may be levied in an amount sufficient to pay the principal of and interest on the bonds be approved, in light of the following:

(1) The estimated cumulative cost over the life of the bonds, using the highest interest rate charged for similar debt over the last twenty years, would be \$23,416,800 (consisting of \$15,000,000 principal amount of the bonds plus \$8,416,800 of interest).

(2) The amount of property tax liability increase for each one hundred thousand dollars (\$100,000) of property tax value to service the cumulative cost over the life of the bond provided above would be (\$64.00) per year.

[] Yes [] No

4. The Clerk to the County shall deliver a copy of this resolution to the Chowan County Board of Elections no later than July 18, 2024.

5. The Clerk to the County and bond counsel shall provide for publication of notice of the referendum as required by N.C.G.S. § 159-61(c) in the *Chowan Herald*.

6. This resolution shall take effect immediately.

* * * * *

Commissioner Evans moved the passage of the foregoing resolution and a second is not required per the Rules of Procedure, and the resolution was passed by the following vote:

Ayes: Commissioners Evans, Cummings, Kehayes, Taylor and Lawrence

Nays: None

Not Voting: Commissioners Kirby and McLaughlin were absent

Tax Items

Tax Administrator Chris Hill presented the following items for Board consideration:

Acceptance of Settlement of Current Year Taxes

Mr. Hill noted the total General and Fire Fund Original levy was \$12,143,950.24. He noted additional discoveries brought the total to \$12,561,351.09. He noted that there were \$24,766 in releases and that \$12,322,785.24 has been collected leaving a total uncollected balance of \$213,799.85. He noted the tax collection rate for taxes is 98.31%.

Commissioner Lawrence moved to approve the Acceptance of Settlement resolution as presented. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

ACCEPTANCE OF SETTLEMENT OF CURRENT YEAR TAXES

WHEREAS, the Chowan County Tax Collector has provided a report of persons owning real property whose taxes for the preceding fiscal year remain unpaid and the principal amount owed by each person; and

WHEREAS, the Chowan County Tax Collector has provided a list of persons not owning real property whose personal property taxes for the preceding fiscal year remain unpaid and the principal amount owed by each person; and

WHEREAS, The Chowan County Tax Collector has provided a report of diligent efforts to collect unpaid taxes for the preceding fiscal year and prior years as charged; and

WHEREAS, the list of persons owing taxes (but who listed no real property) for the current fiscal year are found to be insolvent; and

WHEREAS, the Chowan County Tax Collector has provided an accounting of all taxes charged and collected for the current year;

Hereby, be it resolved that the Chowan County Board of County Commissions does hereby accept the settlement of current year taxes as provided by the Chowan County Tax Collector.

Adopted this 15th day of July, 2024.

Order to Collect 2024 Taxes

Commissioner Taylor moved to approve the order to collect 2024 taxes. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

ORDER OF THE CHOWAN COUNTY BOARD OF COMMISSIONERS
IN ACCORDANCE WITH G.S.105-321, G.S. 153A-156 AND G.S. 160A-215.2
FOR THE COLLECTION OF 2024 TAXES

TO: TAX COLLECTOR OF CHOWAN COUNTY, TOWN OF EDENTON

You are hereby authorized, empowered, and commanded to collect the taxes set forth in the 2024 tax records filed in the Office of the Chowan County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2024 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you, which are made in accordance with law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Chowan County, the Town of Edenton, Belvidere Chappell Hill Fire Protection District, Center Hill Crossroads Fire Protection District, Edenton Rural Fire Protection District, and any other special district located within Chowan County; and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property of such taxpayers, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law.

You are also hereby authorized, empowered and commanded to administer and to collect taxes on gross receipts derived from retail short-term leases or rentals of motor vehicles as set forth under G.S. 153A-156, gross receipts derived from short-term leases or rentals of heavy equipment as set forth under G.S. 160A-215.2, and Occupancy Taxes as set forth under G.S 153A-155. You are hereby authorized to promulgate such rules and procedures necessary to administer these taxes which are not inconsistent or contrary to applicable law.

Order to Collect Taxes Remaining Unpaid

Commissioner Taylor moved to approve the order to collect the taxes remaining unpaid. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

ORDER OF THE CHOWAN COUNTY BOARD OF COMMISSIONERS
IN ACCORDANCE WITH G.S. 105-373, G.S. 105-321, G.S.105-330.3,
G.S.153A-156 AND G.S. 160A-215.2
FOR THE COLLECTION OF 2023 AND PRIOR YEARS' TAXES

TO: TAX COLLECTOR OF CHOWAN COUNTY, TOWN OF EDENTON

You are hereby authorized, empowered, and commanded to collect the taxes remaining unpaid as set forth in the 2013 through 2023 tax records filed in the Office of the Chowan County Tax Collector, and in the tax receipts herewith delivered to you in the amounts and from the taxpayers likewise therein set forth. You are further authorized, empowered, and commanded to collect the 2013 through 2023 taxes charged and assessed as provided by law for adjustments, changes, and additions to the tax records and tax receipts delivered to you which are made in accordance with law.

You are also hereby authorized, empowered and commanded to administer and to collect taxes on gross receipts derived from retail short-term leases or rentals of motor vehicles as set forth under G.S. 153A-156, gross receipts derived from short-term leases or rentals of heavy equipment as set forth under G.S. 160A-215.2, and Occupancy Taxes as set forth under G.S. 153A-155. You are hereby authorized to promulgate such rules and procedures necessary to administer these taxes which are not inconsistent or contrary to applicable law. Such taxes are hereby declared to be a first lien on all real property of the respective taxpayers in Chowan County, the Town of Edenton, Belvidere Chappell Hill Fire Protection District, Center Hill Crossroads Fire Protection District, Edenton Rural Fire Protection District, and any other special district located within Chowan County; and this order shall be a full and sufficient authority to direct, require, and enable you to levy on and sell, any real or personal property of such taxpayers, and attach wages and/or other funds, of such taxpayers, for and on account thereof, in accordance with law.

Taxes on personal property for 2013 and prior years have been deemed insolvent and therefore uncollectible; the Board of Chowan County Commissioners does hereby relieve the tax collector of the charge of collecting taxes on these insolvent bills pursuant to G.S. 105-373(g) for 2013 and prior years.

WITNESS my hand and official seal, this the 15th day of July, 2024.

Resolution Chowan Support Awareness Month

DSS Director Tyeshia Phelps and Alden Miller with Chowan Child Support Enforcement presented the Board with a resolution proclaiming August 2024 as Child Support Awareness Month in Chowan County.

Mr. Miller then read the resolution into the record.

Commissioner Evans moved to adopt the resolution as presented. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Appointments

Chowan County Planning Board

Acting Chair Kehayes noted that Wayne Parrish currently serves as an appointee representing Area B. His term expires on August 1, 2024. He has requested to be reappointed to another term.

Commissioner Taylor moved to reappoint Wayne Parrish. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

ECU Health Community Hospitals Board

Acting Chair Kehayes noted that the Hospital Board is requesting the Commissioners approve the appointment of Sonya Rinehart to fill the Directors Council vacant term previously held by Dr. Michael Sasscer.

Commissioner Taylor moved to appoint Sonya Rinehart. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Financial Items

Finance Officer Cathy Smith will present the following:

FY23-24 Budget Clean Up Amendments

BA2024-078

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Recreation			
11-6130-126-00	Salaries - PT		983.00
11-6130-181-00	Fica		13.00
After School Program			
11-6131-126-00	Salaries - PT		(983.00)
11-6131-181-00	Fica		(13.00)
11-6131-221-00	Food & Provisions		205.00
11-6131-231-00	Educational Supplies		(100.00)
11-6131-261-00	Office Supplies		(405.00)
11-6131-291-00	Program Support		(820.00)
11-6131-311-00	Travel		(1,000.00)
11-6131-390-00	Restitution		2,120.00
	Balanced	-	-
Justification:			
	<i>Budget Clean-up FY 06/30/24</i>		

BA2024-079

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Governing Body			
11-4110-181-00	Fica		0.16
11-4110-370-00	Advertising		(0.16)
Admin			
11-4120-121-00	Salaries - Regular		0.44
11-4120-125-00	Stipend - Cellphone		170.00
11-4120-126-00	Salaries - PT		(740.25)
11-4120-182-00	Retirement		189.16
11-4120-183-00	Hospitalization		380.65
Elections			
11-4170-121-00	Salaries - Regular		1,590.00
11-4170-122-00	Salaries - PT		248.67
11-4170-126-00	Salaries - Prec		(977.50)
11-4170-181-00	Fica		(505.24)
11-4170-182-00	Retirement		220.83
11-4170-183-00	Hospitalization		(576.76)
Register of Deeds			
11-4180-181-00	Fica		(200.46)
11-4180-182-00	Retirement		61.12
11-4180-183-00	Hospitalization		228.39
11-4180-189-00	Supp Pension Fund		(89.05)
Land Records			
11-4190-181-00	Fica		(8.28)
11-4190-182-00	Retirement		21.00
11-4190-183-00	Hospitalization		76.13
11-4190-311-00	Travel		(88.85)
Central Comm			
11-4270-121-00	Salaries - Regular		(3,033.28)
11-4270-122-00	Salaries - OT		3,033.28
Sheriff			
11-4310-121-00	Salaries - Regular		(15,677.90)
11-4310-122-00	Salaries - OT		15,026.30
11-4310-123-00	Salaries - Separation Allow		0.32
11-4310-126-00	Salaries - PT		527.25
11-4310-184-00	Supp Pension Fund		124.03
Jail			
11-4320-121-00	Salaries - Regular		(45,089.99)
11-4320-122-00	Salaries - OT		45,089.99
Emergency Mgmt			
11-4330-181-00	Fica		(58.54)
11-4330-182-00	Retirement		20.36
11-4330-183-00	Hospitalization		38.18
Soil & Water			
11-4730-181-00	Fica		(0.04)
11-4730-182-00	Retirement		36.44
11-4730-183-00	Hospitalization		152.26
11-4730-370-00	Advertising		(140.78)
11-4730-491-00	Dues		(47.88)
Planning			
11-4910-121-00	Salaries - Regular		0.16
11-4910-181-00	Fica		(8.32)
11-4910-182-00	Retirement		39.24
11-4910-183-00	Hospitalization		76.13
11-4910-191-00	Professional Services		(107.21)
Recreation			
11-6130-121-00	Salaries - Regular		(6,009.40)
11-6130-125-00	Stipend - Cellphone		500.00
11-6130-126-00	Salaries - PT		8,705.21
11-6130-171-00	Committee Adv Exp		(740.00)
11-6130-181-00	Fica		248.40
11-6130-182-00	Retirement		(643.24)
11-6130-183-00	Hospitalization		(2,060.97)
TDA			
51-8150-121-00	Salaries - Regular		0.08
51-8150-181-00	Fica		45.29
51-8150-182-00	Retirement		27.11
51-8150-183-00	Hospitalization		(424.87)
51-8150-183-01	Health Ins Retiree		353.27
51-8150-185-00	Unemployment		(0.88)
EMS			
60-4370-122-00	Salaries - OT		(8,114.57)
60-4370-126-00	Salaries - PT		8,114.57
Water			
61-7120-121-00	Salaries - Regular		(4,777.28)
61-7120-122-00	Salaries - OT		256.66
61-7120-189-00	Health Ins Retiree		4,520.62
	Balanced	-	-
Justification:			
	Budget Clean-up FYE 06/30/24		

BA2024-080

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
After School Program			
11-6131-126-00	Salaries - PT		764.00
11-6131-192-00	Contract Serv - Admin		(160.00)
11-6131-261-00	Office Supplies		(250.00)
11-6131-311-00	Travel		(290.00)
11-6131-390-00	Restitution		(64.00)
	Balanced	-	-
Justification:			
<i>Budget Clean-up FY 06/30/24</i>			

BA2024-081

Account Number	Account Description	Revenue (Inct-/Dec-)	Expense (Inct-/Dec-)
Governing Body			
11-4110-191-00	Prof Serv - Audit		4,164.68
Admin/Finance			
11-4120-126-00	Salaries - PT		(7,957.11)
11-4120-181-00	Fica		(568.65)
Tax Admin			
11-4140-182-00	Retirement		(1,750.40)
11-4140-183-00	Hospitalization		(6,199.02)
Legal Services			
11-4150-192-00	Prof Serv - Legal Fees		12,310.50
IT			
11-4210-121-00	Salaries - Regular		(2,000.00)
11-4210-182-00	Retirement		(11,000.00)
11-4210-183-00	Hospitalization		(11,732.64)
11-4210-321-00	Telephone		22,732.64
Hicks Field			
11-4241-351-00	Maint & Repairs		420.00
Health Building			
11-4244-351-00	Maint & Repairs		(1,684.02)
11-4244-550-01	Capital Outlay - HVAC		6,515.98
AG Building			
11-4245-550-01	Capital Outlay - HVAC		(5,000.00)
Purser Maint Shop			
11-4251-331-00	Utilities		639.92
11-4251-351-00	Maint & Repairs		113.91
Public Safety Center			
11-4252-331-00	Utilities		947.73
Courthouse			
11-4261-331-00	Utilities		224.96
Jail Building			
11-4265-351-00	Maint & Repairs		(5,258.26)
Swain School			
11-4266-331-00	Utilities		3,079.78
Senior Center			
11-4268-121-00	Salaries - Regular		0.16
11-4268-126-00	Salaries - PT		1,374.70
11-4268-181-00	Fica		96.63
11-4268-182-00	Retirement		288.43
11-4268-183-00	Hospitalization		76.13
11-4268-251-00	Automotive Supplies		(671.01)
11-4268-261-00	Office Supplies		(151.68)
11-4268-299-00	Departmental Supplies		(319.42)
11-4268-311-00	Travel		(132.65)
11-4268-351-00	Maint & Repairs		(561.29)
Central Comm			
11-4270-121-00	Salaries - Regular		(11,553.89)
11-4270-126-00	Salaries - PT		(4,074.57)
11-4270-183-00	Hospitalization		(6,631.54)
11-4270-510-00	Capital Outlay		22,260.00
Sheriff			
11-4310-121-00	Salaries - Regular		(48,156.77)
11-4310-433-00	Rental/Lease - Vehicle		12,247.13
11-4310-491-00	Dues		432.66
11-4310-499-00	K9 Expenses		2,703.98
11-4310-510-00	Capital Outlay		32,773.00
11-3431-891-00	Concealed Weapons Permit - Rev	4,130.00	
11-4310-498-00	Concealed Weapons Permit - Exp		4,130.00
Jail			
11-4320-183-00	Hospitalization		(28,163.07)
11-4320-193-00	Prof Serv - Medical		28,163.07
Street Signs			
11-4510-299-00	Dept Supplies - Street Signs		(1,809.00)
Septic Fees			
11-4710-499-00	Health Septic Fees		700.00
Public Health			
11-5110-313-00	ICPTA Title III Match		1,109.00
Recreation			
11-6130-126-00	Salaries - PT		313.29
11-6130-181-00	Fica		(243.77)
11-6130-187-00	Bank Fees		(15.00)
11-6130-351-00	Maint & Repairs - Water Access		3,433.88
11-6130-354-00	Maint & Repairs - Ballfields		358.17
11-6130-441-00	Contract Services		250.93
11-6130-550-00	Capital Outlay		(4,097.50)
Central Services			
11-8200-183-00	Hospitalization-Retirees		(1,610.67)
11-8200-183-01	Hospitalization-Commission		(400.00)
11-8200-451-00	Insurance - P&L		2,010.67
Special Approp			
11-8300-923-00	Contr. To Sterling Baker Memorial		2,000.00
Fire District			
23-4340-126-00	Salaries - PT		(11,700.00)
23-4340-550-01	Capital Outlay - HVAC		11,700.00
EMS			
60-4370-121-00	Salaries - Regular		(163,205.83)
60-4370-183-00	Hospitalization		(62,285.51)
60-4370-510-00	Capital Outlay		1,322.32
60-4370-550-00	Capital Outlay - Vehicles		224,169.02
Water			
61-7120-126-00	Salaries - PT		(1,481.45)
61-7120-189-00	Retiree Health Ins		1,481.45
61-7120-550-00	Capital Outlay - Vehicles		(4,410.32)
61-7120-570-00	Capital Outlay - Land		4,410.32
	Balanced	4,130.00	4,130.00
Justification:			
<i>Budget Clean-up FYE 06/30/24</i>			

BA2024-082

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Register of Deeds			
11-3418-415-00	*Preservation/Automation	735.08	
11-4180-298-00	*Dept Supplies - Auto/Pres		245.03
11-4180-440-00	*Contr Svcs - Automation/Pres		245.03
11-4180-511-00	*C/O - Auto / Pres		245.02
Sheriff's Office			
11-3431-232-00	*Sheriff Donations	20.00	
11-4317-440-00	*Donation - Expense		20.00
11-3431-333-00	*Sheriff's Block Grant 2022	4,343.00	
11-4310-696-02	*Sheriff's Block Grant 2022		4,343.00
Animal Shelter			
11-3438-894-00	*Donations - Chowan	173.00	
11-3438-894-01	*Donations - Gates	200.00	
11-3438-894-02	*Donations - Perquimans	555.00	
11-3438-894-03	*Donations - Other	600.00	
11-4381-600-00	*Donation - Expense		1,528.00
11-3438-895-00	*Adoption - Chowan	680.00	
11-3438-895-01	*Adoption - Gates	240.00	
11-3438-895-03	*Adoption - Other	80.00	
11-4381-441-00	*Contr Svcs - Spay/Neuter		1,000.00
11-3438-897-00	*A.W.A.R.E. Reimbursement	5,816.06	
11-4381-601-00	*A.W.A.R.E. Reimbursement		5,816.06
Cooperative Ext:			
11-3495-370-00	*AG Program Fees Discretionary	44.05	
11-4953-440-00	*Ag Program Fees Discretionary		44.05
11-3495-378-00	*4-H Fees Discretionary	3,921.00	
11-4953-448-00	*4-H Fees Discretionary		3,921.00
11-3495-379-00	*Livestock Program	24,765.00	
11-4953-449-00	*Livestock Program		24,765.00
Recreation			
11-3612-487-00	*Recreation Donations	3,800.43	
11-6130-299-01	*Donations - Dept Supplies		3,800.43
11-3612-504-00	*Recreation Special Events	300.00	
11-6132-453-00	*Recreation Special Events		300.00
Senior Center			
11-3616-533-00	*Reg Fees - Trips	2,877.00	
11-4268-312-00	*TRIPS - Senior Citizens		2,877.00
11-3616-533-01	*Registration Fees Activities	(121.00)	
11-4268-299-01	*Activities - Dept. Supplies		(121.00)
11-3616-535-04	*Silver Sneakers	1,089.00	
11-3616-535-05	*Silver & Fit	102.00	
11-3616-535-06	*Renew Active	429.00	
11-4268-352-02	*Healthways		1,620.00
11-3616-535-01	*Donations - Fitness	3,194.10	
11-4268-352-01	*Donations - Fitness		3,194.10
11-3616-536-00	*Albemarle Comm - General Purpose	519.00	
11-4268-600-00	*Albemarle Comm - General Purpose		519.00
DSS			
12-3531-230-14	*DSS Special Events	480.00	
12-5310-450-00	*DSS Special Events		480.00
	Balanced	54,841.72	54,841.72
	Total Discretionary Income Received FYE 2024	719,874.17	
Justification:			
	<i>To amend the 2024 budget to include Discretionary income for June 2024.</i>		

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Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Maintenance			
11-4240-126-00	Salaries - PT		(15,000.00)
11-4240-181-00	Fica		(172.22)
11-4240-441-00	Contract Services		(1,684.02)
Health Building			
11-4244-550-01	Capital Outlay - HVAC		1,684.02
DF Walker Building			
11-4249-351-00	Maint & Repairs - Buildings		15,172.22
Senior Center			
11-3990-990-00	Fund Balance	10,793.00	
11-4268-600-00	*Albemarle Comm - General Purpose		10,793.00
EMS			
60-4370-122-00	Salaries - OT		(6,340.45)
60-4370-121-00	Salaries - Regular		6,340.45
Water			
61-7120-121-00	Salaries - Regular		4,762.52
61-7120-126-00	Salaries - PT		(4,762.52)
	Balanced	10,793.00	10,793.00
Justification:			
	<i>Budget Clean-up FYE 06/30/24</i>		

Commissioner Lawrence moved to approve the budget amendments as presented. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

External Board/Committee Report

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

Commissioner Lawrence reported on Broadband activities at COA.

Manager’s Report

County Manager Kevin Howard provided the following updates:

- The Ward property purchase for the R/O Plant (test well site) will close the upcoming week. He stated the other two sites to be purchased will close in the next week or two.
- The upfit of the former funeral home which will serve as a temporary courtroom has incurred some unexpected expenses. He stated the HVAC is not working and staff is renting a temporary HVAC unit for the building. He stated the site has to be ready for court on August 1st. He stated he will bring the expenses back and he did not expect it to be more than \$50,000.
- The CIP Committee will meet the next week to discuss the Ag Building Bridge repair options.
- The Recreation Department is preparing for cuts in the budget. He noted that sports like baseball and soccer were previously offered in the Spring and the Fall. He stated that the fall sessions would be cut for the current fiscal year. He noted these cuts are for secondary offerings only. He stated that these cuts are related to the additional costs for part time staffing.

Timely and Important Matters

CIP Committee

Ms. Stallings noted the CIP Committee will meet on Wednesday, July 24, 2024 at 4pm.

Joint Planning Board meeting with Commissioners

Ms. Stallings noted that she has emailed potential meeting dates to the Board and noted that staff is working to schedule a joint meeting in August.

Adjourn

Being no further business, Commissioner Cummings moved that the meeting be adjourned. Acting Chair Kehayes asked for all in favor, the motion passed unanimously (5-0).

Bob Kirby, Chairman

Susanne Stallings, Clerk