

Committee Meeting
Wednesday, July 24, 2024
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
4:00pm

Present: Commissioners Larry McLaughlin, Ron Cummings and Ellis Lawrence.

Ex Officio Committee members present: Kevin Howard, County Manager; Finance Officer Cathy Smith; Don Hoggard, Maintenance Director.

Board Clerk Susanne Stallings was absent. Ms. Smith served as acting clerk.

Committee Chair McLaughlin called the committee meeting to order.

Ag Building Bridge Repair

Mr. Howard discussed the condition of the Ag Building Bridge and the need for repair/replacement. He noted that John Farkas has provided the Board with two options for the bridge repair.

John Farkas discussed the original project proposal and discussed the two options. The first option comes at a cost of \$480,756. This option changes the decking material to Trex decking. The second option is \$678,249. This option demolishes the original bridge, installs a concrete box culvert.

Committee members discussed their concerns with the pricing of the proposed designs.

Mr. Howard noted that immediate repairs to the bridge are needed because of the upcoming election.

911 Center HVAC

Maintenance Director Don Hoggard provided the Board with information on the replacement of the HVAC units in the 911 server room. He noted the original bid was over the estimated project cost.

CIP Project List

Mr. Howard suggested that staff prioritize the CIP plan projects and the committee meet one more time before the regular August 5, 2024 meeting.

Being no further business Chair McLaughlin recessed the CIP Meeting until Tuesday, July 30, 2024 at 4pm with the meeting to be held in the Chowan County Public Safety Center, 305 West Freemason St.

Committee Meeting
Tuesday, July 30, 2024
Chowan County Public Safety Center
305 West Freemason St.
Edenton, NC
4:00pm

Present: Commissioners Larry McLaughlin, Ron Cummings and Ellis Lawrence.

Ex Officio Committee members present: Kevin Howard, County Manager; Finance Officer Cathy Smith; Don Hoggard, Maintenance Director. Board Clerk Susanne Stallings was present.

Committee Chair McLaughlin called the committee meeting to order

Capital Reserve Fund Update

Mr. Howard and Finance Officer Cathy Smith provided the Board with an update on the Capital Reserve Fund. He noted the fund balance as of June 30, 2024 was \$2,161,210. He noted that the unobligated fund balance of \$233,171 is projected for June 30, 2025.

CIP 2025-2029

Mr. Howard presented the draft Capital Improvement Plan (CIP) for 2025-2029.

It was recommended that the final plan be placed on the August 5, 2024 meeting agenda for the full Board to approve.

The following projects were discussed:

DF Walker Campus (Oakum St) Gym Doors

Mr. Howard noted that approximately 8 doors need to be replaced at the gym. Mr. Hoggard will be seeking a quote to replace these doors.

DSS Boiler Replacement

The Boiler replacement cost is \$42,600. Mr. Howard stated he would recommend getting a quote to replace the air handler. It was recommended this quote be placed on the next Commissioner meeting agenda.

911 Server Room HVAC Replacement

The cost to replace the units is \$338,000. It was recommended this quote be placed on the next Commissioner meeting agenda.

EMS Truck Transmission

Mr. Howard noted he will be bringing a quote to replace the transmission on one of the EMS trucks to a future meeting.

Ag Building Bridge Repair

Committee members agreed that the current project cost estimates were more than what the committee wishes to spend on the repair. Committee members discussed their concerns over the current bridge and suggested looking into other repairs such as cleaning out the ditch and trees that are growing in the ditch.

Mr. Howard suggested the Board consider getting a quote to replace the decking boards.

Commissioner Cummings stated he would suggest the CIP Committee recommend spending up to \$15,000 to replace the boards on the bridge and to get the project done prior to the election and early voting.

Mr. Hoggard stated he would have Carerra put together a quote for the next meeting agenda.

It was recommended this quote be placed on the next Commissioner meeting agenda.

It was recommended that prior to any redesign of the bridge in the future, the CIP Committee meet with the architect and discuss the future design.

Being no further business, the committee meeting was adjourned.

Larry McLaughlin, Chair

Susanne Stallings, Clerk