

Chowan County Board of Commissioners
Regular Meeting
Monday, May 20, 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 May 20, 2024.

Present: Chair Bob Kirby, Commissioners, Ron Cummings, Alex Kehayes, Ellis Lawrence, Chris Evans, Tray Taylor and Larry McLaughlin.

Staff present County Manager Kevin Howard, Finance Officer Cathy Smith and Board Clerk Susanne Stallings

Regular Meeting

Chair Kirby called the regular meeting to order and led in the pledge.

Commissioner Cummings then offered the invocation.

Approval of Agenda

Commissioner Cummings moved to approve the agenda as presented.

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

Public Comment

Chair Kirby opened the floor for public comment.

Sheriff Edward Basnight introduced Danielle Cologne and recognized her for her recent graduation from COA with a degree in Criminal Justice.

Markisha Jackson, 3105 Gretchen Lane commended the Sheriff Office and its deputies for a job well done with regards to recent shootings in her neighborhood. She stated the deputies who responded have shown empathy and a passion for the community and the job that they do. She stated she supports raises for deputies and additional equipment to assist them with doing their jobs. She asked the Board to consider funding the purchase of license plate scanner/readers in her community.

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 April 15, 2024 Special and Regular Meetings, April 19, 2024 Special Meeting, April 29, 2024 Special Meeting and May 6, 2024 Regular and Special Meetings.

b. Tax Refund/Release Report

Gilbert, E.	\$564.51	Overpayment
Colony T.	\$1609.77	Billed Twice

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

Soil and Water Conservation Recycling Project and Request

Celeste Maus with the Soil and Water Conservation Office presented the Board with information on a recycling project and request for certain recyclables (soft plastics) to be used for the construction of a bench at the Ag Building. She stated that the plastics will be collected at her office (730 N Granville St.). She stated she hoped to collect 1,000 lbs of plastic by November 2024. She provided a handout with examples of recyclables that will be accepted. A copy of the handout is in the meeting file labeled May 20, 2024.

Recreation Bond Referendum Items

Chair Kirby noted that the Board is asked to consider the following resolutions.

Resolution Making Preliminary Findings relating to Parks and Recreation Bonds

Commissioner Taylor moved to approve the resolution as presented.

Commissioner McLaughlin stated his concern over the approved amount of the bond (\$15 million). He noted the vote for the amount was not unanimous. He noted that the amount does impact the tax rate. He stated that \$10 million would complete the Red Banks Farm project and improve services. He stated that he felt an argument could be made that a new Senior Center is not as time sensitive or imperative.

Commissioner Kehayes stated that he did not support the amount of \$15 million for the bond. He noted however a vote was taken and that amount passed.

Chair Kirby noted that the language in the referendum states that it is up to \$15 million and that only sets the ceiling for the bond amount. He noted the Board is not obligated to borrow the entire amount.

Commissioner Evans noted the public will have a say in the referendum if it approves the projects and the debt or not.

Chair Kirby noted the bond amount recognizes recreation needs for both the younger residents and the seniors of Chowan County.

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

RESOLUTION OF THE COUNTY OF CHOWAN, NORTH CAROLINA MAKING
PRELIMINARY FINDINGS RELATING TO PARKS AND RECREATION BONDS

WHEREAS, the Board of Commissioners (the "Board") of the County of Chowan, North Carolina (the "County") has tentatively decided to pursue the issuance of general obligation bonds in the maximum aggregate principal amount of \$15,000,000 under the Local Government Bond Act, Article 4 of Chapter 159 of the North Carolina General Statutes (the "Act") to finance, in part, the acquisition, construction, installation, and equipping of parks and recreation facilities in the County (collectively, as further described herein, the "Project"); and

WHEREAS, this Board desires to take such steps as may be required under the Act in order to proceed with the financing of the Project with general obligation bonds;

NOW, THEREFORE, the Board, meeting in regular session on May 20, 2024, makes the following findings of fact:

1. The issuance of bonds to finance the Project is necessary or expedient because the citizens of the County have expressed the desire for enhanced public recreation opportunities and facilities.
2. The amount of bonds is adequate for the proposed purpose because the County's managerial and planning staff has estimated total Project costs to be approximately \$15,000,000.
3. The County's debt management policies are good, have been carried out in compliance with the Local Government Budget and Fiscal Control Act, and the unit is not in default in any of its debt service obligations. The County's debt management policies will continue to be carried out in compliance with the law.
4. The proposed increase in taxes is necessary to service the proposed debt and not excessive.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the County Manager and the Finance Officer, or either of them, is hereby authorized to act on behalf of the County in filing an application with the North Carolina Local Government Commission for approval of the bonds.

This resolution shall take effect immediately.

* * * * *

I, Susanne Stallings, Clerk for the Board, DO HEREBY CERTIFY that the foregoing is a true and complete copy of so much of the proceedings of the Board at a regular meeting duly called and held May 20, 2024, as it relates in any way to the resolution hereinabove referenced and that such proceedings are

recorded in the minutes of the Board. Pursuant to G.S. § 143-318.12, a current copy of a schedule of regular meetings of the Board is on file in my office.

WITNESS my hand and the official seal of the County, this 20th day of May, 2024.

Resolution Providing Publication of Notice of Intent to File Application up to \$15,000,000
General Parks and Recreation Bonds with Local Government Commission

Commissioner Taylor moved to approve the resolution as presented.

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

RESOLUTION PROVIDING FOR PUBLICATION OF NOTICE OF INTENT TO FILE APPLICATION WITH RESPECT
TO UP TO \$15,000,000 GENERAL OBLIGATION PARKS AND RECREATION BONDS WITH LOCAL
GOVERNMENT COMMISSION

AND AUTHORIZING REIMBURSEMENT

WHEREAS, the Board of Commissioners (the "Board") of the County of Chowan, North Carolina (the "County") has decided to pursue the issuance of general obligation bonds in the maximum aggregate principal amount of \$15,000,000 (the "Bonds") under the Local Government Bond Act, Article 4 of Chapter 159 of the North Carolina General Statutes (the "Act") to finance, in part, the acquisition, construction, installation, and equipping of parks and recreation facilities in the County; and

WHEREAS, under the Act the issuance of the Bonds must be approved by the Local Government Commission, and, pursuant to G.S. § 159-50 of the Act, a notice of the intention to file an application with the Local Government Commission must be published prior to filing of the application; and

WHEREAS, the Board intends to make certain capital expenditures relating to the acquisition, construction, installation, and equipping of parks and recreation facilities in the County prior to the issuance of the Bonds, and to reimburse the County for such expenditures out of the proceeds of the Bonds;

NOW, THEREFORE, the Board, meeting in regular session on May 20, 2024, does the following:

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

1. The Clerk of the County shall cause a notice, in substantially the form set forth below, to be published in the *Chowan Herald*:

[FORM OF NOTICE]

NOTICE OF INTENTION TO FILE AN APPLICATION
WITH THE LOCAL GOVERNMENT COMMISSION
CONCERNING COUNTY OF CHOWAN, NORTH CAROLINA
\$15,000,000 GENERAL OBLIGATION PARKS AND RECREATION BONDS

Notice is hereby given that the Board of Commissioners (the "Board") of the County of Chowan, North Carolina (the "County"), intends to file an application with the Local Government Commission (the "LGC") for approval of a bond issue pursuant to the Local Government Bond Act (G.S. § 159-43 et seq.). It is proposed that the bonds be general obligations of the County in the maximum principal amount of \$15,000,000 and be issued to finance, the acquisition, construction, installation, and equipping of parks and recreation facilities in the County. Any citizen or taxpayer of the County may, within seven days after the date of publication of this notice, file with the Board and the LGC a statement of any objections he or she may have to the bond issue at the following addresses:

Board of Commissioners
County of Chowan
P.O. Box 1030
Edenton, North Carolina 27932

Debbie Tomasko, Interim Secretary
Local Government Commission
3200 Atlantic Avenue, Longleaf Building
Raleigh, North Carolina 27604

COUNTY OF CHOWAN
BOARD OF COMMISSIONERS

By: **Susanne Stallings**, Clerk

2. The County hereby declares that it reasonably expects to make certain capital expenditures for the acquisition, construction, installation, and equipping of parks and recreation facilities in the County, and to reimburse such expenditures out of the proceeds of the Bonds, up to a maximum

amount of \$15,000,000. This resolution is intended to be a declaration of official intent under Internal Revenue Service Treasury Regulations § 1.150-2(e).

3. McGuireWoods LLP, Raleigh, North Carolina, shall serve as bond counsel for the County in connection with adoption of the bond order, the referendum process and the bonds issued pursuant thereto.

4. This resolution shall take effect immediately.

* * * * *

I, Susanne Stallings, Clerk for the Board, DO HEREBY CERTIFY that the foregoing is a true and complete copy of so much of the proceedings of the Board at a regular meeting duly called and held May 20, 2024, as it relates in any way to the resolution hereinabove referenced and that such proceedings are recorded in the minutes of the Board. Pursuant to G.S. § 143-318.12, a current copy of a schedule of regular meetings of the Board is on file in my office.

WITNESS my hand and the official seal of the County, this 20th day of May, 2024.

COA Edenton Sewer Pump Station

Mr. Howard asked that the Board consider approval of removal and replacement of a sewer pump station on the COA campus between the former DF Walker High School Building and the Culinary Arts Building. He noted the quote is from McPherson Enterprises Plumbing and Trenching and is in the amount of \$42,977. He noted the schools will pay for ½ of the cost and the monies will come from the CIP DF Walker building renovation fund.

Chair Kirby asked if COA will pay for any portion of the expense.

Mr. Howard stated no.

Commissioner Lawrence moved to approve the request as presented.

Commissioner Kehayes asked if the County is going into the sewer business.

Mr. Howard stated no, this will move the sewage to the road.

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

Annual Report – Sheriff/Jail/911

Sheriff Edward Basnight and Deputy Justin Saez provided the Board with the annual report from the Sheriff Department, Jail and 911 Center. A copy of the PowerPoint presentation is in the meeting file labeled May 20, 2024.

The Board discussed the changes in the law regarding the purchase of a handgun.

Sheriff Basnight stated that the Sheriffs Association fought against the changes in the law however there are some safeguards still in place.

Board members discussed the increase in some statistics. The Board discussed the addition of radar equipment in the current year budget and asked if there has been any impact on speeding.

The Sheriff noted that drivers are slowing down now that it is known that patrol officers have radar equipment. He also noted that this has led to a reduction in severe crashes from speeding.

The Board discussed the positive impact of tablets and video visitation in the Detention Center which has enhanced safety concerns.

Financial Items

Finance Officer Cathy Smith presented the following:

- a. Current Fiscal Year Budget Amendments

BA2024-065

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Register of Deeds			
11-3418-415-00	*Preservation/Automation	687.42	
11-4180-298-00	*Dept Supplies - Auto/Pres		229.14
11-4180-440-00	*Contr Svcs - Automation/Pres		229.14
11-4180-511-00	*C/O - Auto / Pres		229.14
Sheriff's Office			
11-3431-235-00	*Sheriff Executions	245,269.79	
11-4316-440-00	*Sheriff Executions		245,269.79
Animal Shelter			
11-3438-894-00	*Donations - Chowan	255.00	
11-3438-894-02	*Donations - Perquimans	100.00	
11-3438-894-03	*Donations - Other	800.00	
11-4381-600-00	*Donation - Expense		1,155.00
11-3438-895-00	*Adoption - Chowan	960.00	
11-3438-895-01	*Adoption - Gates	175.00	
11-3438-895-02	*Adoption - Perquimans	460.00	
11-3438-895-03	*Adoption - Other	400.00	
11-4381-441-00	*Contr Svcs - Spay/Neuter		1,995.00
Cooperative Ext:			
11-3495-363-00	*SHIIP Grant (Senior Health Insurance Information Program)	2,800.00	
11-4950-600-00	*SHIIP Grant (Senior Health Insurance Information Program)		2,800.00
11-3495-370-00	*AG Program Fees Discretionary	524.00	
11-4953-440-00	*Ag Program Fees Discretionary		524.00
11-3495-378-00	*4-H Fees Discretionary	7,050.00	
11-4953-448-00	*4-H Fees Discretionary		7,050.00
11-3495-379-00	*Livestock Program	16,422.78	
11-4953-449-00	*Livestock Program		16,422.78
11-3495-380-00	*ECA Discretionary (Extension Community Association)	25.91	
11-4953-450-00	*ECA Discretionary (Extension Community Association)		25.91
Recreation			
11-3612-487-00	*Recreation Donations	110.00	
11-6130-299-01	*Donations - Dept Supplies		110.00
Senior Center			
11-3616-533-00	*Reg Fees - Trips	4,706.00	
11-4268-312-00	*TRIPS - Senior Citizens		4,706.00
11-3616-533-01	*Registration Fees Activities	179.00	
11-4268-299-01	*Activities - Dept. Supplies		179.00
11-3616-535-04	*Silver Sneakers	1,191.00	
11-3616-535-05	*Silver & Fit	135.00	
11-3616-535-06	*Renew Active	201.00	
11-4268-352-02	*Healthways		1,527.00
	Balanced	282,451.90	282,451.90
	Total Discretionary Income Received FYE 2024	586,240.59	
Justification:			
<i>To amend the 2024 budget to include Discretionary income for April 2024.</i>			

BA2024-066

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Animal Shelter			
11-4381-121-00	Salaries - Regular		(13,000.00)
11-4381-126-00	Salaries - PT		11,784.63
11-4381-186-00	Workers Comp		1,137.94
11-4381-451-00	P&L Insurance		77.43
11-4381-351-00	Maint & Repairs - Building		(1,338.09)
11-4381-580-00	Capital Outlay - Building		1,338.09
	Balanced	-	-
Justification:			
<i>To amend the 2024 budget for Animal Shelter to clean up deficit balances</i>			

BA2024-067

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Insurance Proceeds			
11-3493-890-00	Insurance Proceeds	2,363.23	
Sheriff's Office			
11-4310-353-00	Maint & Repairs - Vehicles		2,363.23
	Balanced	2,363.23	2,363.23
Justification:			
<i>To amend the 2024 budget to include Insurance Proceeds for the Sheriff's Office.</i>			

BA2024-068

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Sheriff's Office			
11-3431-230-00	K-9 Grant - Revenue	7,500.00	
11-4310-696-04	K-9 Grant - Expense		7,500.00
	Balanced	7,500.00	7,500.00
Justification:			
	<i>To amend the 2024 budget to include K-9 Grant received from AKC Reunite.</i>		

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

- a. Financial Report April 2024
Finance Officer Cathy Smith will provide the Board with financial reports for April 2024. A copy of the report is in the meeting file labeled May 20, 2024.
- b. Update on JA Holmes Highschool Project Expenses
A copy of the report is in the meeting file labeled May 20, 2024

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 the Airport Board.

Commissioner Evans noted the upcoming Major League Fishing Tournament.

Chair Kirby reported on the Albemarle Commission Board.

Manager's Report

County Manager Kevin Howard provided the following updates:

- Mr. Howard reported that ADJ has expressed it is not interested in accepting Chowan as a partner. He stated he will look into finding out why.

Timely and Important Matters

Budget Meeting

Ms. Stallings noted a meeting is scheduled for May 22, 2024 at 9am.

Adjourn

Being no further business Commissioner Cummings moved that the meeting be adjourned. Chair Kirby asked for all in favor, the motion passed unanimously (7-0).

Bob Kirby, Chairman

Susanne Stallings
Clerk