

Regular Meeting
Monday, September 6, 2011
6:00 pm
Chowan County Public Safety Center
305 West Freemason Street

MINUTES

The Chowan County Board of Commissioners held a regular meeting on Monday, September 6, 2011 at 6:00 pm in the Chowan County Public Safety Center, 305 West Freemason Street Edenton NC. Present: Chairman Eddy Goodwin, Vice Chairman Keith Nixon, Commissioners Ellis Lawrence, Jeff Smith Emmett Winborne, Ralph Cole and John Mitchener. Staff Present Finance Officer Lisa Jones; County Manager Paul Parker and Board Clerk Susanne Stallings.

Chairman Eddy Goodwin called the meeting to order and led the pledge of allegiance he then provided the invocation.

Public Comment

Chairman Goodwin asked for any public comment.

Holly Long 362 Swamp Rd Hertford stated she was the owner of a foster dog that she took to the pet shelter at the former DF Walker School gym during Hurricane Irene. She stated her pet was too young for rabies vaccination and because of the exposure to the bats in the gymnasium her dog would have to be quarantined. She pleaded to the Board to allow her dog to remain in her custody during the mandatory quarantine.

Linda Best, 121 Chickasaw Tr. Stated she fostered a puppy as well and took the dog to the pet shelter during the storm. She stated she and her daughter also stayed at the shelter and now are undergoing rabies vaccinations. She pleaded for the Board to allow her puppy to remain at home during the mandatory quarantine.

Billy Harvell, 205 Manteo Tr. Stated he had three dogs in the pet shelter during the storm He stated his displeasure with the unsafe environment for the animals during the storm. He asked that the County allow the pets to remain at home during the quarantine.

(after timely and important matters these comments were addressed by the Chairman)

There was no further public comment.

Consent Agenda

Chairman Eddy Goodwin then presented the Consent Agenda.

1. 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. **Tax Release and Collector's Report (attached)**

Allenspach, D.	\$374.49	SITUS Perquimans Co.
Jones, P.	119.81	Adjusted boat value
Totty, D.	146.49	SITUS Virginia

b. **Recommended Budget Amendments**

BA-1112-014

Fund 60	EMS	\$ 4,000	Increase fund balance appropriated
Fund 60	EMS	\$ 4,000	Increase expense to purchase license tags for new ambulance purchased last fiscal year (expenditure was budgeted in last fiscal year, but will not be expended until FY 11-12)

BA-1112-015

Fund 40	School	\$102,500	Increase fund balance appropriated from land transfer tax collections in FY 10-11
Fund 40	School	\$102,500	Increase expenditure for school capital outlay request outlined in June 14, 2011 email to Chairman, Eddy Goodwin including furniture replacement at all schools, carpet replacement at Holmes High and White Oak schools and relocation of Central Office administrative offices

BA-1112-016

Fund 40	School	\$ 81,000	Increase revenue from lottery proceeds
Fund 40	School	\$ 81,000	Increase expenditure for school capital outlay request outlined in June 14, 2011 email to Chairman, Eddy Goodwin

including natural gas conversion at White Oak and Chowan Middle Schools and classroom renovations at Holmes High School

(Multiple project ordinance is created by adoption of this budget amendment, a copy of the ordinance for the capital projects is in the meeting file labeled September 6, 2011.)

BA-1112-017

5361	DSS	\$ 1,782	Increase revenues from NC DHHS
3531	DSS	\$ 1,782	Increase expense due to increase in Child Support contract

BA-1112-018

3900	Fund Balance	\$ 7,598	Increase fund balance appropriated (carryover underestimated)
4268	Sr. Cntr.	\$ 7,598	Increase expenditure for donations received to expand the home delivered meal program in Chowan County

BA-1112-019

5351	DSS	\$ 1,259	Explanation: Increase in Domestic Violence funding - 100% reimbursement
3531	DSS	\$ 1,259	

BA-1112-020

Fund 41	Hurricane	\$105,178	Increase revenue from FEMA and NC Dept of Emergency Management
Fund 41	Hurricane	\$105,178	Increase expenditures for hurricane-related expenses including overtime,

supplies/materials, equipment and
contracted services for Emergency
Operations and Public Safety Operations

**c. Budget Transfers:
BT-1112-001**

9900	Contingency	\$ 7,603	Decrease contingency
4210	Info Tech	\$ 7,603	Increase professional services for emergency repair of fiber from County Office Bldg to the Public Safety Center

BT-1112-002

9900	Contingency	\$ 2,000	Decrease contingency
4330	Emergency	\$ 2,000	Increase travel/training expenditures as conditions of Emergency Management Grant (\$35,366)

BT-1112-003

5321	DSS	\$ 521	Decrease Special Adoption funds (expenditures over-projected)
9841	Reserve	\$ 521	Increase contribution to reserve

Commissioner Winborne asked for clarification on Fund 40, if this was Land Transfer Tax.

Ms. Jones stated yes.

Commissioner Smith moved that the Board approve the items a and b as presented. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Commissioner Smith asked if the Town holds any liability for BT – 001.

Ms. Jones stated that by placing fiber on the Town pole, the County assumes liability.

Commissioner Lawrence stated that he felt the monies spent for replacement of the fiber could be used instead to train staff on installation.

Ms. Jones stated the county contracts this with Benchmark currently.

Commissioner Mitchener moved that the Board approve item c of the consent agenda. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Hurricane Irene Report

EM Coordinator Cordell Palmer provided the Board with information on Hurricane Irene and the impact on Chowan County with a PowerPoint.

Commissioner Smith stated that the agricultural loss was most significant in Chowan County with losses estimated at \$56 million.

Commissioner Nixon asked for an update on debris removal.

Mr. Parker stated that DOT has awarded a contract for debris removal. At the time of the meeting there was no notice to proceed. He added that the County will be responsible for reduction of the debris.

Ms. Jones stated that the County has been approved for Cat B (protective measures reimbursement). She stated this does not include debris reduction which is a Cat A expense. She stated there is wind driven rain damage to county buildings and most is covered by insurance. She stated there is a \$5,000 deductible per event.

Resolution – Honor Our Heroes September 11, 2011

Chairman Goodwin stated that Troy Holland has submitted a resolution honoring all first responders and proclaims September 11, 2011 as a day to “Honor Our Heroes”.

Commissioner Winborne moved that the Board adopt the resolution as presented. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Whereas, the County of Chowan and its residents remember those whose lives were cut short by senseless acts of terrorism in New York, Washington D.C. and Pennsylvania, on September 11, 2001; and

Whereas, we are forever grateful to the rescue, law enforcement, military and emergency personnel who selflessly risked their lives in response to the attacks to reach those in need, and those who endured the physical and emotional strain of the recovery operation; and

Whereas, on the tenth anniversary of that tragic day, we pause to remember the horrific events of September 11, 2001, by paying tribute to the innocent victims and expressing gratitude to those who courageously responded in its aftermath; and

Whereas, our nation’s first responders are the local firefighters, paramedics, Law Enforcement officers and search and rescue workers, who are the first ones into an emergency and the last ones out; and

Whereas, these brave men and women work under the most extreme conditions to protect our communities and risk their own lives to save others, and

Whereas, ten years after that infamous day, our appreciation for first responders in Chowan County and throughout the nation, has only deepened as we realize how fortunate we are to have these genuine heroes walking in our midst; and

Whereas, for the physically and emotionally demanding jobs they tirelessly perform each day so that we can continue to live our lives, first responders are deserving of our unending gratitude and profound respect; **Now, Therefore**,

BE IT PROCLAIMED by the County Commissioners of Chowan County:

That the Chowan County Commissioners recognizes the service and sacrifice of our emergency services personnel and proclaims the day of September 11, 2011, as a day to "Honor Our Heroes"

Adopted this 6th day of September, 2011.

Board Appointments

Voluntary Ag District Board

Chairman Goodwin stated that the Voluntary Ag District Board has a vacancy effective August 31, 2011. An application from Carey Parrish has been received and he resides in the same district as the outgoing board member.

Commissioner Nixon moved that the Board appoint Carey Parrish to fill the vacancy. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

External Board/Committee Reports

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

Commissioner Cole reported that the ARHS Board met and reported that financials were in good standing, flu shots are available in September.

Commissioner Smith reported that the VAD Board met and new changes in regulations and statutes which will come before the Board of Commissioners in the form of a text amendment to the VAD ordinance. He stated the program is established and applications and information flyers are online and available to interested farmers.

Commissioner Nixon reported that the TDA Board met and revenues are on track. He stated Edenton would be featured in upcoming Our State magazine editions.

Commissioner Mitchener reported that the Hospital Board met and discussed an Economic Development Initiative. He provided the Board with an informational handout he received at the meeting.

Finance Officer Report

Finance Officer Lisa Jones provided the Cash Balance Summary and Cash and Investment Balance information for the month of July noting a total of \$7,952,253 of petty cash, checking and investment balances. (a copy of the PowerPoint is in the meeting file labeled September 6, 2011)

Manager Items

County Manager Paul Parker updated the Board on the following items:

Mr. Parker provided the Tax Collector report for the month of August.

He stated he is revising the Travel Policy

He provided a handout on a proposed Telephone SOP. Commissioner Winborne stated he felt it was important that a human answers the phone.

Update on Health Department Move, contractor has begun work and will be ready to move in 6 weeks.

Chairman Goodwin stated the policies did not require Board approval but were management policies.

Timely and Important Matters

Fireworks Display

Board Clerk Susanne Stallings stated that Chief Westbrook has requested approval for Outdoor Pyrotechnics Display to provide fireworks at the Chowan County Regional Fair on September 28, 2011. (September 29th rain date). She stated Mr. Westbrook has approved all the submitted information including liability policy, application and licenses.

Commissioner Winborne moved that the Board approve the request. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Hurricane Pet Shelter

Chairman Goodwin stated that during the Hurricane the County learned a lot. He stated that the County will address any necessary changes to the Hurricane plan. He stated that he hates what happened at the pet shelter with regards to the bats. He stated he continues to push for the shelter to be run by a private nonprofit and not local government. He stated he wanted to clarify that the Board of Commissioners has no say so in the location or length of any quarantine. He stated that the County is responsible for fixing the errors made in the storm but he urged that rumors would not help the situation. He stated the quarantine and investigation is the responsibility of the state and not the County. He stated the County has attempted to eradicate bats in the past but the bats found ways to get back into the building. He stated that bats are a protected species and when the County has attempted to eradicate them, the County was told there were certain months that bats could not be touched because of mating and reproduction. He stated that any questions about the quarantine should be directed to the Albemarle Regional Health Services.

Commissioner Nixon stated that he wanted to thank all county employees and stated that he was impressed with the cooperation between the Town and the County.

Commissioner Winborne echoed the sentiment of Commissioner Nixon and added that he was not aware of the bats in the gym. He thanked the Chairman and the Vice Chairman for their leadership during the hurricane.

Executive Session

Commissioner Smith then moved that the Board go into Executive Session in accordance with NCGS 143-318.11(a) (1) (3) (5) & (6). Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

The minutes of the executive session are sealed.

Commissioner Cole moved that the Board close the executive session. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Northern Chowan Community Center Lease

Commissioner Mitchener moved that the Board approve and allow the chairman to execute the lease between Chowan County and Albemarle Hospital Foundation for the space occupied at the Northern Chowan Community Center. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Termination of Employment

Commissioner Nixon moved that the Board terminate employment effective immediately of the County Manager and Tax Administrator, Paul Parker for failure to meet expectations. Chairman Goodwin asked for all in favor, the motion passed (6-1 Cole).

Appointment of Interim Manager

Commissioner Smith moved that Carrie Byrum be appointed interim manager for an undetermined period of time or until a replacement is appointed. Chairman Goodwin asked for all in favor, the motion passed unanimously (7-0).

Adjourn

Being no further business before the Board, the meeting was adjourned

Chairman
Edward C. Goodwin

Clerk