

Regular Meeting
Monday, September 16, 2019
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 September 16, 2019.

Present Chair Patti Kersey, Commissioners Greg Bonner, Ron Cummings, Don Faircloth, Larry McLaughlin, Bob Kirby and Ellis Lawrence

Staff present County Manager Kevin Howard, Board Clerk Susanne Stallings, Finance Officer Cathy Smith and County Attorney Lauren Arizaga-Womble.

Call To Order

Chair Kersey called the regular meeting to order and led all in the pledge of allegiance.

Commissioner Kirby then offered the invocation.

Approval of Draft Agenda

Ms. Stallings noted there is a request to amend the agenda to include a closed session for Economic Development.

Commissioner Cummings moved to approve the draft agenda with the amendments. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Public Comment

Vonna ONeill 305 North Broad Street stated that she is a member of the Friends of the Shepard Pruden Memorial Library Board. She stated that she provided the Board with a letter regarding mold and mildew at the Library including a list of organizations and programs impacted by the closure of the large meeting room and a list of ongoing maintenance requests for other repairs to the Library. A copy of the letter and addendums is in the meeting file labeled September 16, 2019.

Harriett DeHart did not speak but yielded her three minutes to Ms. ONeill.

John Collins 201 Dickenson St. Edenton stated his concerns over ignored maintenance requests at the Library. He asked that the Board ensure these concerns are addressed.

There was no further public comment.

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.

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a. **Minutes**

Minutes of September 3, 2019 meeting

b. Tax Refund/Release Report

Owens, A.	\$174.84	Overpayment
Nguyen, H.	\$700.00	Nuisance Fee Charged twice
Diaz, R.	\$288.53	Overpayment
Hamilton, R.	\$469.63	Overpayment
C&C Part	\$472.98	Overpayment
Blanco, J.	\$536.57	Overpayment
Malek, S.	\$436.83	Overpayment
Astarita, C.	\$207.79	Overpayment
Dorris, T.	\$321.49	Overpayment
Krzywicki, F.	\$437.28	Overpayment
Doherty, M.	\$198.76	Overpayment
Williams, I.	\$650.43	Overpayment
Poston Fam.	\$615.10	Overpayment
Smith, C.	\$149.38	Overpayment
Mahapat, St.	\$127.40	Overpayment
Bazemore, M.	\$192.61	Overpayment
Reid, T.	\$125.94	Overpayment
Lassiter, R.	\$850.00	Nuisance Fee Charged twice
Luton, W.	\$7700.00	Nuisance Fee Charged twice
Moriarty, E.	\$603.83	Software error did not save value at appeal
White, W.	\$238.10	Senior Exemption was not entered correctly
Edenton FM	\$1730.54	Qualified for exemption, software error
Trustees of John P	\$1817.51	Qualified for exemption software error
Ringeisen K.	\$657.31	Not in Chowan County
Strange, W.	\$362.00	Over assessed

A list of River Sound Appeal Release is also attached to this agenda packet

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

Budget Amendments

Budget Clean-up

BA1819-085

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Hurricane Recovery			
41-3983-011-00	Transfer from General Fund	5,000.00	
41-4930-394-00	Repairs / Dillard's Millpond		5,000.00
General Fund			
11-3990-990-00	Fund Balance Appropriation	5,000.00	
11-9800-980-41	Transfer to Hurricane Recovery		5,000.00
Capital Projects			
32-3810-033-00	Contr. From Capital Reserve	64,950.00	
32-8100-452-00	DF Walker Gym Roof		64,950.00
Capital Reserve			
33-3990-990-00	Fund Balance Appropriation	64,950.00	
33-9800-980-32	Transfer to Capital Projects		64,950.00
Capital Projects			
32-3810-033-00	Contr. From Capital Reserve	20,000.00	
32-8100-453-00	Swain - Roof Repairs		20,000.00
Capital Reserve			
33-3990-990-00	Fund Balance Appropriation	20,000.00	
33-9800-980-32	Transfer to Capital Projects		20,000.00
Capital Projects			
32-3810-033-00	Contr. From Capital Reserve	11,000.00	
32-8100-451-00	DF Walker 1st Floor Renovations		11,000.00
Capital Reserve			
33-3990-990-00	Fund Balance Appropriation	11,000.00	
33-9800-980-32	Transfer to Capital Projects		11,000.00
School Cap Projects			
42-3591-235-00	Contribution from School Cap Reserve	409,272.00	
42-5913-635-00	C/O - School Administration		409,272.00
	Balanced	611,172.00	611,172.00
Justification:			
<i>Budget Clean-up FY 2019</i>			

Current Year
BA1920-011

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
Recreation			
11-6130-354-00	Maint & Repairs - Ballfields		(281.00)
11-6130-550-00	C/O - Equipment		281.00
	Balanced	-	-
Justification:			
<i>To amend the budget to include price increase for fencing ballfields for 06/30/20. Monies are being transferred between line items to cover additional cost.</i>			

Sheriff's Office Request for Safe Kids Program

Deputy Alan Stulick presented a request for the Sheriff's Office to take over management of the Safe Kids grant program for Chowan County. This will include writing for the annual grant and establishment of a budget line item to manage the grant funds.

Commissioner Kirby asked if additional personnel will be needed to take this grant on.

Deputy Stulick stated that he is currently administering the program. He stated no additional personnel will be needed.

Commissioner Faircloth moved to approve the request as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

DSS Contract for Transportation

DSS Director Christine Dowdell provided the Board with information on a contract for DSS to contract with Edenton Health Holding LLC, dba Edenton House for Medicaid Transportation services for their residents. She stated that with DSS assistance the Edenton House will be able to be reimbursed for NC Tracks at \$1.50 per mile. She stated the residents have to be Medicaid approved.

Chair Kersey asked if this is a pass through.

Ms. Dowdell stated yes and the contract is good for one year.

Chair Kersey asked if this is part of the Medicaid Transformation.

Ms. Dowdell stated that when that comes on, the Edenton House will have to reapply.

Commissioner Bonner moved to approve the request as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

Boys and Girls Club Contract Approval

Mr. Howard presented the Board with a contract with AR Chesson for the work on the Boys and Girls Club at the former DF Walker Elementary School. He noted that Ms. Womble has reviewed the contract.

Commissioner Kirby discussed the lapse between when the County begins making payments on the loan and the completion date where the Boys and Girls Club will move in and begin making payments to the County.

Commissioner McLaughlin discussed the language in the contract for liquidated damages.

Mr. Howard noted that he will meet with the architect and determine the need to enforce the \$750 per day penalty. He stated that weather should not be an issue with this project.

Ms. Smith noted the first payment is due March 2020.

Chair Kersey noted the items removed in the chart that is attached to the contract.

Mr. Howard noted these are agreed upon reductions. He noted the items listed N/A are items the County does not want.

Commissioner Lawrence moved to approve the contract as presented. Chair Kersey asked for all in favor the motion passed unanimously (7-0).

Sandy Point Resolution of Support

Chair Kersey stated that the Board is asked to consider a resolution of support for new Urban Waterfront Development at Sandy Point, Chowan County and endorse all federal, state and local permits required to implement the proposed development at Sandy Point, more specifically the renewal of Permit Number 138-06 issued October 4, 2017 by the State's Division of Coastal Management.

Ms. Stallings noted she shared the resolution with the Planner and he did not have any concerns.

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

Resolution of Support for New Urban Waterfront Development at Sandy Point, Chowan County

WHEREAS, the development of a New Urban Waterfront village at Sandy Point in Chowan County, as enabled by the North Carolina General Assembly and heretofore entitled by federal, state and local authorities, should positively enhance the prominence of North Carolina's Upper Albemarle region and Chowan County in particular, should dramatically increase the ad valorem tax base of Chowan County and should provide ongoing opportunities for the creation of new businesses and meaningful jobs in its vicinity; and

WHEREAS, utilizing a consensus-based approach to land planning, the New Urban Waterfront village at Sandy Point was designed not only to contribute vitality to the local economy and quality of life in the Upper Albemarle region of our State but also to encourage outdoor recreation, to preserve and protect water quality, to foster entrepreneurship and to provide environmental education.

NOW, THEREFORE, BE IT RESOLVED that the undersigned endorse and encourage the development of a New Urban Waterfront village at Sandy Point as enabled by the North Carolina General Assembly and heretofore entitled by federal, state and local authorities, endorse all federal, state and local permits required to implement the proposed development at Sandy Point and, more specifically, support renewal of Permit Number 138-06, issued October 4, 2017, by the State's Division of Coastal Management.

ADOPTED this 16th day of September, 2019.

Educational Opportunity

Commissioner Cummings and Commissioner McLaughlin asked the Board to consider funding for a one day workshop in Chapel Hill. This one-day course provides an overview of the governance and funding structures of public schools in North Carolina. It focuses particularly on the relationship between counties and local school administrative units. The cost of the class is \$180 per person no additional cost is expected.

Commissioner Lawrence asked that the Commissioners bring back information from the class to share with the Board. He then moved to approve the request as presented. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

External Board/Committee Report

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

She reported that the COA Board will meet in special session to announce a new President soon.

Manager's Report

County Manager Kevin Howard updated the Board on the following:

- Complete Count Committee needs to be selected.
- Senior Center grand opening celebration is October 11th at 10am

Timely and Important Matters

Library Concerns

Commissioner Bonner stated he would like for staff to look into these concerns and address them as soon as possible.

Mr. Howard stated the Maintenance Director is on vacation. He stated that staff has tried to re-create the leak on the building and it is believed the best action would be to remove the doors and install windows. He stated that there was no mold in the building after the storm. He stated that it is difficult to determine where the moisture enters the building. He stated he will provide the Board with an update at the next meeting.

Commissioner McLaughlin stated some of the smaller issues in the work orders need to be addressed.

Mr. Howard stated that Thursday and Friday staff will be in the Library working. He stated he will meet with the Director and have more information at the next meeting.

Commissioner Kirby asked who closed the large meeting room.

Mr. Howard stated the Library closed it.

Commissioner Kirby stated that he has concerns with stating there is mold and mildew in the building without it being evaluated by a professional. He stated he feels that there are communication issues regarding the work.

Chair Kersey questioned if the request for keys to be made is an item that must be performed by the Maintenance Department.

High school Renovation/Joint Meeting

Commissioner Kirby stated his concern over the Board of Commissioners not having input on the location of the High School. He stated that the meetings are joint but ultimately the decision will be made by the Board of Education. He stated that he feels it would be beneficial for the Board of Commissioners to get together by the first meeting in October to provide input on the location.

Ms. Stallings noted that the location of the Tuesday meeting has moved from the Gym to the Auditorium at the High School.

COA new Class

Chair Kersey noted that NC Community College System, Workforce Continuing Education Office has approved a new Career and College Manufacturing Pathway Course at John A. Holmes HS, scheduled to begin in the spring of 2020. The pathway will be 102 hours and offered each spring to high school seniors who are looking to move directly into employment and not immediately pursue college courses. Upon completion, they will have the following certifications: Forklift, OHSA 10, CRC Assessment, and White/Yellow Belt (LEAN Training).

Project to Do List

The Board reviewed a previous in house to do list. Clerk Susanne Stallings asked Board members to forward her items they feel should be on the to-do list and she will get a spreadsheet together for the next meeting.

Closed Session

Commissioner Bonner moved that the Board go into closed session in accordance with NCGS 143-318-11-a-4 Economic Development. Chair Kersey asked for all in favor, the motion passed unanimously (7-0).

The minutes of the closed session are sealed.

Commissioner Bonner moved to come out of closed session. Chair Kersey asked for all in favor the motion passed unanimously (7-0).

Adjourn

Commissioner Bonner moved that the meeting be adjourned. Chair Kersey asked for all in favor, the motion passed unanimously (7-0)

Patti F. Kersey, Chair

Susanne Stallings, Clerk