

**Regular Meeting**  
**Monday, November 4, 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 November 4, 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 Bonner then offered the invocation.

**Approval of Draft Agenda**

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

**Public Comment**

Chair Kersey opened the floor for public comment, there was none.

**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 Refund/Release Report**

Hill, Ed. the buyer, check to the	\$1,686.72	Zacchaeus Foreclosure Fees were collected from fees were taken out prior to sending the
		County. Release of the fees since they have been collected and paid.
White, W.	\$350	Paid Twice

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

**Budget Amendments**

Attached to this agenda packet are the following budget amendments for the Board's review and consideration:

**BA1920-16**

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
<b>DSS</b>			
12-5310-121-00	Salaries - Regular		(6,700.00)
12-5310-122-01	Salaries - OT		700.00
12-5310-199-00	Professional Services		6,000.00
	Balanced	-	-
<b>Justification:</b>			
<i>To amend the 2020 budget for DSS to include additional Vanguard staffing to cover vacancies and Comp hours paid to terminated employees. Monies are being transferred between line items.</i>			

**BA1920-17**

Account Number	Account Description	Revenue (Inc+/Dec-)	Expense (Inc+/Dec-)
<b>Hurricane Recovery</b>			
41-3983-011-02	Transfer from General Fund - Dorian	(100,000.00)	
41-9930-995-02	Designated for Future Approp. - Dorian		(100,000.00)
<b>General Fund</b>			
11-3990-990-00	Fund Balance Appropriation	(100,000.00)	
11-9800-980-41	Transfer to Hurricane Recovery		(100,000.00)
	Balanced	(200,000.00)	(200,000.00)
<b>Justification:</b>			
<i>To reverse appropriation made in 2020 budget in preparation of Hurricane Dorian</i>			

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

**JCPC Professional Services**

Recreation Director Shannon Ray provided the Board with a request from the JCPC council to engage professional services of Sydney Lassiter an independent contractor to perform administrative duties for the JCPC program. Funding will be received from the Department of Public Safety; no County funds will be required.

Chair Kersey asked if this has to be bid out.

Mr. Howard stated no.

Chair Kersey asked if any county funds are involved.

Ms. Ray stated no county funds will be used.

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

**A Resolution to Honor and Celebrate the American Legion Edward G. Bond Post 40**

The Edward G. Bond Post 40 and the American Legion will celebrate its 100<sup>th</sup> anniversary. The Board of Commissioners will celebrate this and declare November 2019 at the Edward G. Bond Post 40 Centennial Month.

Chair Kersey provided comments and congratulated and thanked the American Legion for their work.

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

Board Clerk Susanne Stallings and Finance Officer Cathy Smith read the resolution into the record.

***A RESOLUTION TO HONOR AND CELEBRATE THE AMERICAN LEGION  
EDWARD G. BOND  
POST 40  
100<sup>TH</sup> ANNIVERSARY***

American Legion Edward G. Bond Post 40 Centennial Month, November 2019

**WHEREAS**, The American Legion is the nation's largest and most powerful organization of U.S. wartime veterans and their families, and;

**WHEREAS**, today there are more than 13,000 posts across the United States and beyond with approximately 325 posts in North Carolina, and;

**WHEREAS**, the American Legion was founded in March of 1919 in Paris France, in July of 1919 veterans returned home to North Carolina and met in Raleigh to form the American Legion of North Carolina, and;

**WHEREAS**, the Edward G. Bond Post 40 was chartered later in the fall of 1919, and was the 40<sup>th</sup> post to be chartered in North Carolina, and;

**WHEREAS**, The American Legion was founded on the four pillars of care for veterans, a strong national defense, Americanism, and children and youth; and

**WHEREAS**, the main goals of the founding members were to provide for the welfare and health of the veterans and to make sure the veteran's family and children were provided the necessities of life, these are still the prime principles of the American Legion today, and;

**WHEREAS**, the American Legion played a leading role in initiatives and breakthroughs that have affected the lives of Americans in every community, from U.S. Flag Code to the GI Bill; and

**WHEREAS**, The American Legion provides life-changing assistance and guidance for veterans, military personnel, their families and communities in thousands of ways every day around the world. Help comes in the form of personal assistance, cash grants, donated goods, disaster relief, labor, networking, volunteerism and advocacy.

**WHEREAS**, post 40 has fulfilled the Legion's mission since 1919 through programs such as:

- Sponsors American Legion Baseball Teams (Junior and Senior)

- Sponsors Rising Seniors to Tar Heel Boys State program
- Sponsors Cub Pack 164 and Boy Scout Troop 164
- Sponsors Juniors and Seniors to American Legion Student Trooper Program
- Sponsors High School Oratorical Contest
- Supporter of the Chowan County Kids and Cops Program
- Sponsors Rising Seniors to American Legion Auxiliary Girls State
- Sponsors Wreaths Across America Program
- Sponsors Chowan County Regional Fair
- Sponsors Chowan County Emergency Services Appreciation Banquet
  
- Sponsors Three graduating senior scholarships
- Provides flags to the schools of Chowan County
- Sponsors Veterans Day Services
- Sponsors Memorial Day Services
- Provides support to American Legion Programs such as National Emergency Fund, Temporary Financial Assistance, Child Welfare, family support network, Operation Military Family Outreach, Heroes to Hometowns, Operation Comfort Warriors, American Legion Legacy Scholarships and more
- Collect items for the Hampton VA Hospital
- Support American Legion legislative efforts
- Support Ronald McDonald House
- Collect and properly dispose of flags that have served and have been torn and or tattered
- Assist veterans in distress in applying for Child Welfare or Temporary Financial Assistance grants
- Support John A. Holmes JROTC program
- Visit homebound veterans and those at local nursing homes

**WHEREAS**, The American Legion is celebrating its centennial in 2019;

**NOW THEREFORE BE IT RESOLVED** That the Chowan County Board of Commissioners recognize and commend the American Legion Post 40 for providing services to the Veterans and their families in Chowan County and;

**BE IT FUTHER RESOLVED** that the Chowan County Board of Commissioners, do hereby proclaim November 2019 as “American Legion Edward G. Bond Post 40 Centennial Month.”

Signed this Date: 4<sup>th</sup> day of November, 2019.

Commander Maureen A. Sobolewski and members of the American Legion accepted a framed copy of the resolution from the Board.

### **Veterans Day 2019 Proclamation**

Chair Kersey stated it was an honor to present the 2019 proclamation to honor all Chowan County Veterans.

Commissioner Cummings moved to approve the proclamation as presented.

**VETERANS DAY 2019**

**WHEREAS**, the freedoms we enjoy as Americans have been purchased and maintained at a high price throughout our history; and

**WHEREAS**, since the establishment of the original 13 States, Americans have been willing to fight and die to preserve their individual rights as guaranteed in the United States Constitution and the Bill of Rights; and

**WHEREAS**, we owe a great debt to those who have served in defense of this nation; and

**WHEREAS**, throughout the generations, their sacrifices have preserved our unique form of government dedicated to human rights and respect for the individual; and

**WHEREAS**, for many, that sacrifice had ended in permanent injury or death, yet their spirit remains in continued preservation of our freedoms and the promise of liberty established as an example for all the oppressed persons of the world; and

**WHEREAS**, in honor of these dedicated men and women, we pledge our continued defense of our nation so that their sacrifice will stand before the entire world as a tribute to the spirit and determination of people dedicated to the principles of freedom and democracy.

**NOW, THEREFORE**, the Board of Commissioners of Chowan County does hereby call upon the citizenry of Chowan County to participate in expressions of gratitude to all veterans known to them and to further extend this gratitude to the families of the deceased veterans and to solemnly remember the sacrifices of all those who fought so valiantly, on the seas, in the air, and on foreign shores, to preserve our heritage of freedom, and let us re-consecrate ourselves to the task of promoting an enduring peace so that their efforts shall not have been in vain.

Signed this Date: 4<sup>th</sup> day of November, 2019.

All veterans in the audience were asked to stand and applauded for their service.

### **Finance Officer Report**

Finance Officer Cathy Smith provided the Board with financial reports through the month of September. A copy of the report is in the meeting file labeled November 4, 2019.

### **External Board/Committee Report**

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

- Update from CIP Committee Meeting  
Commissioner McLaughlin provided highlights from the committee meeting. He reviewed the current CIP project list and noted additional projects will be considered by the committee and brought back to the Board.
- Update from Joint School Committee Meeting  
Chair Kersey provided an update from the Joint School Committee meeting. She noted the Board of Education will meet on November 5<sup>th</sup> to formally vote on the high school location recommendation from the committee.

## **Manager's Report**

County Manager Kevin Howard updated the Board on the following matters.

- Review of project tracking spreadsheet  
Mr. Howard noted that some items are recommended to come off.  
Chair Kersey asked about the status of the training for the departments on Dude Solutions.  
Mr. Howard stated that the training is planned in two weeks.

Commissioner Kirby asked if there has been a comprehensive inspection at the Library to see if the listed items have been done. He stated he felt this would be proactive and a good idea.

- Update on AWARE Grant  
Mr. Howard gave the Board information on the AWARE grant that will use donation money.  
The Board discussed the Animal Shelter project Phase II status. It was noted that Gates County is currently not able to contribute to additional capital expenses. They continue to provide operating monies. Mr. Howard will be meeting with the other two managers to discuss how to proceed with this project.

## **Timely and Important Matters**

### **A Modified Approach to Zero Based Budgeting**

Chair Kersey provided the Board with a PowerPoint presentation regarding a modified approach to zero based budgeting. A copy of the PowerPoint is in the meeting file labeled November 4, 2019. She stated that it is recommended that the County Manager and Finance Officer recommend to the Board of Commissioners two departments for a top down program review outside of the budget process.

Ms. Smith stated she discussed this with the County Manager and this would allow them to develop performance measures and statistics.

Mr. Howard stated that EMS is already being addressed.

Commissioner Lawrence stated his concern with singling out two departments for more scrutiny. He discussed the methods for review.

Commissioner Faircloth asked if this is doable for the Manager and Finance Officer.

Mr. Howard stated that two departments is manageable.

Ms. Smith stated this is being done outside of the budget process which makes it more doable.

Commissioner Bonner asked what would be achieved.

Chair Kersey stated that this would be a hybrid version of zero-based budgeting. She stated it would include a review of the programs. She stated the idea is not to cut programs but if it is determined a

program is dead the resources can be applied elsewhere. She stated that staff would be looking at cost and benefit.

Commissioner Bonner stated he hoped that the Board was not treating the departments unfairly and stated he did not want to single out departments.

Commissioner Lawrence stated there are project management software that would allow for this type of tracking.

Chair Kersey stated if the Board determines this is beneficial then the next fiscal year two more departments can be selected.

Commissioner Kirby stated that in light of the discussions regarding the high school project being a possible \$40-\$50 million, the Board will need to look at every nickel and set a tone for departments.

Chair Kersey stated she was looking for a consensus from the Board, all were in agreement.

#### Solar Ordinance Review

Chair Kersey stated that after viewing the video at the October 21<sup>st</sup> meeting regarding the solar panels in Currituck, she asked the Planner to look into this further to determine why the panels failed. She stated the Board may wish to require a structural engineer to make sure a solar development would withstand hurricane force winds. She stated the Board may want to have the Planning Board look into this further.

Commissioner Faircloth stated that there was either an equipment failure or engineering failure.

Commissioner Kirby noted the email at the Board seats from Planner Brandon Shoaf stated that the developer did not secure the panels during construction and this project was under construction when Hurricane Dorian came through. He stated that this may be something the County wants to look into to see if they wish to require a site to be secured before bad weather.

Commissioner Lawrence asked if this is a QA issue for the developer.

Chair Kersey stated she would like for the Planning Board to discuss this matter and is seeking a consensus from the Board. There was no objection.

#### Adjourn

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

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Patti F. Kersey, Chair

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Susanne Stallings, Clerk