Chowan County Board of Commissioners
SPECIAL MEETING
Monday, January 6, 2025
Chowan County Public Safety Center
305 West Freemason Street
4:30 pm

AGENDA

The Chowan County Board of Commissioners will hold a special meeting on Monday, January 6, 2025 at 4:30pm before the regular 6pm meeting. The special meeting at 4:30pm will be held in the Chowan County Public Safety Center (305 West Freemason St. Edenton, NC).

The purpose of this special meeting will be a closed session to meet in accordance with NCGS 143-318-11 (a) (4 and 5) economic development and contract negotiations.
The regular meeting at 6:00pm will follow.

Chowan County Board of Commissioners
Regular Meeting
Monday, January 6, 2025
Chowan County Public Safety Center
305 West Freemason Street
6:00pm

AGENDA

Regular Meeting

a. Call to Order
b. Pledge
c. Invocation Commissioner Taylor

1. **Approval of Draft Agenda**

2. **Public Comment**
In accordance with NCGS 153A-52.1 The Board will allow a maximum of 3 minutes per speaker during the Public Comment Period.

3. **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
Minutes of the November 12, 2024 Special Meeting, November 18, 2024 Regular and Special Meetings, November 25, 2024 Joint Meeting, December 2, 2024 Regular Meeting and the December 5, 2024 Opioid Settlement Funds Committee Meeting.

b. 2025 Commissioner Committee Appointments
The Board will accept the 2025 Committee Appointments from the Chair.

c. Tax Refunds and Releases

Eason, A.	$100	Overpayment
Prescott, E.	$3,385.73	Paid Twice

4. JA Holmes High School Change Order

Representatives from MB Khan will present the Board with a request for approval of a change order for technology package at John A. Holmes High School.

5. DSS Stipend Request

DSS Director Tyeshia Phelps will present the Board with a request for approval to offer a stipend to a current employee who will over the next 3-6 months serve and train as Interim Administrative Officer. The stipend will be $698.94 per month and will be funded with lapsed salary.

6. Elections Annual Report

Elections Director Kristi Nixon will provide the Board with the annual report from the Elections Office.

7. R/O Plant Test Well Site Purchase Approval

Previously the Board authorized the County Manager to negotiate the purchase of properties for the R/O test well sites. The Board will formally approve the following purchases:

Address	Purchase Price
619 Poplar Neck Rd.	$33,281.64
301 Poplar Neck Rd.	$28,673.93
627 Haughton Rd.	$161,455.62

8. Appointments

DSS Board

It is recommended that the Board appoint Alex Kehayes to fill the unexpired term previously held by Tony Shaffer.

Recreation Advisory Board

It is recommended that the Board reappoint Gary Roth to the Rec Advisory Board.

ARCD

In 2024 ARCD Board amended its bylaws to reduce its membership to one appointee from each of the 10 member counties. Previously Chowan held four appointment seats on this Board. It is recommended that the Board reappoint Fenton Eure as Chowan County's appointee to the ARCD Board.

Senior Tarheel Legislature

It is recommended that Brenda Lawrence be appointed as the alternate representative for Chowan County on the Senior Tarheel Legislature.

9. **Financial Items**
   Finance Officer Cathy Smith will present the following:

   a. Current Fiscal Year Budget Amendments
      2025-030
      2025-031
      2025-032
      2025-033
      2025-034
      2025-035
      2025-036
      2025-037
      2025-038
      2025-039
      2025-040

10. **External Board/Committee Report**
    Board members are asked to report on the activities of the external boards to which they have been appointed.

11. **Manager's Report**
    County Manager Kevin Howard will update the Board on any pending matters.

12. **Timely and Important Matters**

13. **Adjourn**