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DRAFT Conditional Use Permit (Case No. CUP-18-03)

Owner/Applicant Tyler Colson

for

Double-Wide Manufactured Home in Old Neck Historic Agriculture District (HA Zone)

at 444 Old Neck Road, Tax Parcel No. 5-0051-0015J

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Sept 18, 2018 Planning Board added the Condition:

Front Yard Setback should be 60 feet (to be more consistent with previous DW in HA CUPs)

County Manager Heath explained that Sam Barrow, Planner, has returned from his military deployment and was present at the meeting tonight. Mr. Barrow made a few remarks.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:35 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffler.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

October 15, 2018

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, October 15, 2018, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT:	Wallace Nelson, Chairman	Fondella Leigh, Vice Chair
	Joseph W. Hoffler	T. Kyle Jones
	Charles Woodard	

MEMBERS ABSENT: Edward R. Muzzulin

OTHERS PRESENT:	Frank Heath, County Manager	Mary Hunnicutt, Clerk to the Board
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After the Chairman called the meeting to order, Chairman Nelson gave the invocation and led the Pledge of Allegiance. The following matters were discussed.

ERICK ALNES, COUNTY RANGER FOR PASQUOTANK & PERQUIMANS COUNTIES

Chairman Nelson introduced Mr. Alnes newly appointed County Ranger for Pasquotank & Perquimans Counties. Mr. Alnes provided an overview of his qualifications and then presented the annual report for N.C. Forest Service for FY 2017-18. After answering several questions, Mr. Alnes thanked the Board for the opportunity to meet and present this report.

RALPH HOLLOWELL, ALBEMARLE REGIONAL HEALTH SERVICES

Chairman Nelson recognized Mr. Hollowell who introduced the following staff members: Bonnie Rollman, Billing Clerk; and Ginger Midgett, Finance Officer. Ms. Midgett asked if the Board had received copies of their PCG Billing error explanation of the billing error. Mary Hunnicutt, Clerk to the Board, stated that they all received a copy in their Agenda Packets. During a review of the billing reports, it was discovered that there was an error in billing for the disposing of trash from the convenience sites in Perquimans, Chowan, and Gates Counties. The error occurred because they were using tonnage for direct hauls instead of the transferred tonnage. Ms. Midgett explained the following spreadsheet:

Perquimans Chowan Gates Region 1 Allocation												
Original Region 1 Tonnage Charge Based on Direct Haul Percentages												
	Perquimans			Chowan			Gates			Original Charge Total	Total County Tonnage	Total Region 1 Tonnage
	Tonnage	Percent	Charge	Tonnage	Percent	Charge	Tonnage	Percent	Charge			
Nov-17	30.73	17.23%	15,930.21	68.68	38.51%	45,425.41	78.92	44.26%	40,920.44	102,276.06	178.33	1,389.88
Dec-17	54.66	21.98%	15,491.84	106.29	42.75%	40,340.71	87.70	35.27%	24,859.34	80,691.89	248.65	1,059.25
Jan-18	78.48	35.81%	25,781.40	83.52	38.11%	38,774.52	57.18	26.09%	18,780.06	83,335.98	219.18	1,080.85
Feb-18	121.40	39.88%	21,589.40	128.53	35.88%	31,836.24	108.33	30.24%	19,269.82	72,695.46	358.26	954.37
Mar-18	100.93	28.85%	21,353.85	81.95	23.43%	28,947.94	166.90	47.72%	35,321.13	85,622.92	349.78	1,110.38
Apr-18	78.40	27.52%	25,980.32	101.77	35.72%	45,862.71	104.72	36.76%	34,702.69	106,545.72	284.89	1,415.35
May-18	71.39	20.54%	19,862.48	150.87	43.40%	53,889.31	125.34	36.06%	34,871.63	108,623.42	347.60	1,446.58
Jun-18	104.89	36.98%	39,377.17	85.06	29.99%	43,537.99	99.68	33.03%	35,171.41	118,086.57	283.63	1,590.24
Jul-18	74.94	26.16%	26,571.98	98.62	37.06%	47,575.10	92.55	34.78%	32,818.67	106,965.75	266.11	1,382.77
TOTAL			211,938.65			376,189.93			276,715.19	864,843.77		
Average	79.54	27.88%		100.59	36.09%		101.70	36.02%				

Revised Region 1 Tonnage Charge Based on Transfer Tonnage Percentages:													Revised Charge Differences		
	Perquimans			Chowan			Gates			Revised Calculated Total	Total County Tonnage	Total Region 1 Tonnage	Perquimans Monthly Difference	Chowan Monthly Difference	Gates Monthly Difference
	Tons	Percent	Charge	Tons	Percent	Charge	Tons	Percent	Charge						
Nov-17	596.88	43.68%	40,384.29	383.37	28.05%	35,754.74	386.29	28.27%	26,137.03	102,276.06	1,366.54	1,389.88	24,454.08	(9,670.67)	(14,783.41)
Dec-17	454.40	44.69%	31,498.71	278.79	27.42%	29,535.94	283.66	27.89%	19,657.24	80,691.89	1,016.85	1,059.25	16,006.87	(10,804.77)	(5,202.10)
Jan-18	479.87	45.28%	32,599.60	239.02	22.55%	27,575.39	340.88	32.17%	23,160.99	83,335.98	1,059.77	1,080.85	6,818.20	(11,199.13)	4,380.93
Feb-18	405.22	41.46%	26,419.54	296.39	30.33%	28,299.43	275.69	28.21%	17,976.49	72,695.46	977.30	954.37	4,830.14	(3,536.81)	(1,293.33)
Mar-18	476.15	44.79%	33,152.68	320.59	30.16%	33,928.76	266.31	25.05%	18,541.48	85,622.92	1,063.05	1,110.38	11,798.83	4,980.82	(16,779.65)
Apr-18	587.67	40.40%	38,139.07	414.32	28.48%	39,027.86	452.71	31.12%	29,378.69	106,545.72	1,454.70	1,415.35	12,158.75	(6,834.75)	(5,324.00)
May-18	611.42	43.91%	42,462.45	430.62	30.93%	41,830.24	350.40	25.16%	24,330.73	108,623.42	1,392.44	1,446.58	22,599.97	(12,059.07)	(10,540.90)
Jun-18	654.02	41.36%	44,040.93	531.95	33.64%	47,425.01	395.50	25.00%	26,620.63	118,086.57	1,581.47	1,590.24	4,663.76	3,887.02	(8,550.78)
Jul-18	610.74	43.84%	41,367.78	417.01	29.94%	40,856.87	365.23	26.23%	24,741.10	106,965.75	1,392.98	1,382.77	14,795.80	(6,718.23)	(8,077.57)
TOTAL			330,065.05			324,234.34			210,544.38	864,843.77			118,126.40	(51,955.59)	(66,170.81)
Average	541.82	43.27%		368.01	29.06%		346.30	27.68%							
Difference			118,126.40			(51,955.59)			(66,170.81)						

After she explained this spreadsheet, she summarized the error that occurred as follows:

Beginning in November, 2017, the percentage multiplied by the total tonnage transferred was based on a percentage of direct haul tons instead of transferred tons. In August, 2018, an error was discovered creating nine months (November, 2017 – July, 2018) of incorrect percentages. It showed that Perquimans County's percentage of direct hauls to Bertie landfill was less than Chowan and Gates Counties. This was an error because the opposite is true for transferred trash. The charge difference amounted to \$118,126.40 to be divided between Chowan County (\$1,955.59) and Gates County (\$66,170.81).

County Manager Heath asked Ms. Midgett to expound on the difference between direct hauls and transferred trash. Mr. Heath asked why there was such a wide difference in our percentages each month. Mr. Hollowell and Ms. Midgett explained how the differences occurred. Mr. Heath explained to Mr. Hollowell that the FY 2017-18 is being audited at this time and that \$118,126.40 is not pocket change and asked if Albemarle Regional Health Services would be willing to have our auditors talk with them to make sure that they understand how this error occurred. Depending on the outcome of their meeting, Mr. Heath will get together with Albemarle Regional Health Services about the \$118,126.40 error. Commissioner Hoffer asked about the changes to the equipment at the Center Hill Convenience site with regard to the changes in the button to compact the trash. Mr. Hollowell explained that OSHA Guidelines would not allow us to make any changes to the compact button. If we do not comply, Albemarle Regional Health Services would not be insured because we broke their requirement. Mr. Hollowell further explained that they are still looking into it.

MISCELLANEOUS ITEMS

The following items were mentioned and discussed:

- **New Orleans Work Boat Show:** Chairman Nelson explained that historically, Dave Goss, Economic Development Consultant, and Bob Peele, Wanchese Marine Park, attended the New Orleans Work Boat Show to get contacts for the boat basin. Due to a conflict in his schedule, Dave Goss will not be able to attend. Because Perquimans County has taken over the Perquimans Marine Park for grant application purposes, he asked if the Board would be willing to allow the County to pay for Bob Peele to attend the Boat Show this year so that Perquimans County will have a presence at the show. Mr. Heath explained that the funds are in the budget but Mr. Goss cannot be there. This would allow Bob Peele to go on our behalf. It was the consensus of the Board to fund Mr. Peele's trip.
- **Joint Meeting with Town of Hertford:** Chairman Nelson explained that there has been some discussion about holding a joint meeting with the Town of Hertford to talk about general issues. We have received a letter requesting this meeting. Mr. Heath added to Mr. Nelson's comments that they were very specific in their letter that they wished to discuss the old library building. He feels that the Town of Hertford is interested in that space and wishes to discuss it with the Board. Mr. Nelson and Mr. Heath asked the Board what their thoughts were about this meeting and if they would be willing to have it during their November Work Session. The following comments were made:
 - **Commissioner Jones:** Mr. Jones asked why they could not tell Mr. Heath and Mr. Nelson what they want to do and then that information would be brought back to the full Board. Mr. Jones said that this was his opinion.

- **Commissioner Hoffler:** Mr. Hoffler said that if they do meet with them that we would need to make sure that the only item to be discussed would be the old library property and that he did not have a problem with them discussing their intentions with the Chairman and County Manager and bringing it back to the Board.
- **Commissioner Jones:** Mr. Jones further explained that he understands their intent but, with the Town of Hertford being so volatile now, he would be nervous as to what it would evolve into. He further stated again that it was his opinion.
- **Commissioner Leigh:** Ms. Leigh stated that, if the letter mentioned the old library, the Agenda should only have that topic on it to discuss with them. She further stated that she is flexible and if they could find out more information she would be willing to do what the majority of the Board wanted to do.
- **Commissioner Hoffler:** Mr. Hoffler said that, if the old library was the only topic, he feels that Mr. Heath and Mr. Nelson could talk to them and let the Board know what they desire. He asked what the Town was planning on using it for. Mr. Heath said that they have not told him yet but he did give Pam Hurdle, Interim Town Manager, a tour of the building.
- **Commissioner Woodard:** Mr. Woodard concurred that they could discuss it with Mr. Heath and Mr. Nelson and then let the Board know. He was also willing to meet with the Town Council if this was the only item to be discussed.
- **Mr. Heath:** Mr. Heath said that one question they would have is if the Board would be willing to give it away and, if not, what would our price would be to sell it. The Board concurred that they would not be willing to give it away. Mr. Woodard stated that maybe Mr. Heath could figure on what it should be worth and then the Board could make a decision as to what the price would be. There are several groups that are interested in purchasing/using it. Mr. Heath said that he would come up with a price and let them know. Chairman Nelson said that he and Mr. Heath would meet with the Town of Hertford to see exactly what they are wanting. Mr. Heath would also research and see about the price to sell it for. The final decision would be presented to the Board for their approval.
- **Golden Leaf Grant Application Process:** Mr. Heath stated that he had sent the Commissioners a copy of the letter that he had received from Golden Leaf inviting the County to file an application for the grant funds.
- **Planning Board Appointments:** Chairman Nelson asked if the Board was okay with our process of appointing members to certain County Boards/Committees. The Board was okay on how it is being done now. Mr. Nelson said that he had asked Mr. Heath to check around with other counties to see how they handle their board/committee appointments.
- **Leo Higgins Day:** Commissioner Leigh stated that Leo Higgins Day was rescheduled to November 10th at the Perquimans County High School from 4:30 to 6:30 p.m.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting at 7:40 p.m.

Wallace E. Nelson, Chairman

Clerk to the Board

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