

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Commissioners' Room - Courthouse Annex Building
April 3, 2017
6:45 p.m.

I. Call to Order

II. Prayer & Pledge

III. Public Hearing

A. Noise Ordinance..... 6:45 p.m.

- *The Perquimans County Board of County Commissioners will hold a Public Hearing on Monday, April 3, 2017 at 6:45 PM in the Commissioners' Meeting Room on the 1st floor of the Perquimans County Courthouse Annex Building located at 110 North Church Street, Hertford, to receive comments on the proposed Noise Ordinance. A copy of the proposed Noise Ordinance may be obtained from the County Manager's Office located at 128 N. Church Street, Hertford, North Carolina or contact (252) 426-8484.*

IV. Approval of Agenda

V. Consent Agenda

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)

- A. Approval of Minutes: March 6, 2017 Regular Meeting, March 12, 2017 Special Called Meeting & March 20, 2017 Special Called Meeting/Work Session
- B. Tax Releases/Refund Approvals
- C. Personnel Matters
 - 1. Reclassification: 911 Shift Supervisor
 - 2. Resignation: Part-Time Fill-In Telecommunicator
 - 3. Appointment: Planner
 - 4. Promotion: GIS Mapper/Planner
 - 5. Appointment: Part-Time/Fill-In Certified Telecommunicator (1)
 - 6. Appointment: Part-Time/Fill-In Non-Certified Telecommunicator (3)
 - 7. Appointment: Deputy
 - 8. Resignation: Assistant Tax Administrator
- D. Step & Merit Increases
 - 1. Social Services
 - 2. Emergency Medical Services
 - 3. Sheriff's Office
- E. Budget Amendments Nos. 14 – 17
- F. Resolutions/Letter of Support
 - 1. Resolution: Spring Litter Sweep
 - 2. Resolution: Appropriation of Lottery Funds
 - 3. Letter of Support: North Carolina Wildlife Federation Petition for Rulemaking (Shrimp Trawl Ban)

VI. PRESENTATIONS

- A. Introduction of New Employees/Staff
 - 1. Deputy Register of Deeds
 - 2. Full-Time Certified Telecommunicator

VII. Scheduled Appointments

- A. Bland Baker, Trillium 7:00 p.m.
- B. Jonathan Nixon, Emergency Services Director 7:05 p.m.
 - 1. Emergency Management Public Officials Conference
 - 2. Hazard Mitigation Grant Program – Hurricane Matthew – Letter of Interest
- C. Bill Jennings, Tax Administrator 7:15 p.m.
- D. Susan Chaney, Social Services 7:20 p.m.

ACTION
TAKEN
LATER

ACTION
REQUIRED

NO ACTION
REQUIRED

ACTION
REQUIRED

NO ACTION
REQUIRED

NO ACTION
REQUIRED

VIII. Commissioner's Concerns/Committee Reports

- A.
- B.
- C.

IX. Old Business

- A. Updates from County Manager
- B. Nursing Home Advisory Committee Resignation & Appointments (3)
- C.

ACTION
REQUIRED

X. New Business

- A. Noise Ordinance
- B. Perquimans County/Chowan County Boundary Line Resolution
- C. Single Family Rehab Grant No. SFRLP1421 Project Bid Award
- D. Sale of Surplus Vehicles
- E.
- F.
- G.

XI. Unscheduled Appointments/Public Comments

(If you wish to address the Board, please state your name for the record prior to speaking)

- A.
- B.
- C.

XII. Adjournment

FOR INFORMATION ONLY:

- Tri-County Shelter Report - 2009-2016 Shelter Stats
- Prescription Card Program

DEPARTMENT HEAD REPORT:

- Plat Log
- Code Enforcement Officer's Report

COMMITTEE WRITTEN REPORTS:

- Albemarle RC&D Fact Sheet for 2017-2018

NOTES FROM THE COUNTY MANAGER

April 3, 2017

6:45 p.m.

III. **Enclosure:** Public Hearing is being held regarding the following matter:

A. **Noise Ordinance** 6:45 p.m.

➤ *The Perquimans County Board of County Commissioners will hold a Public Hearing on Monday, April 3, 2017 at 6:45 PM in the Commissioners' Meeting Room on the 1st floor of the Perquimans County Courthouse Annex Building located at 110 North Church Street, Hertford, to receive comments on the proposed Noise Ordinance. A copy of the proposed Noise Ordinance may be obtained from the County Manager's Office located at 128 N. Church Street, Hertford, North Carolina or contact (252) 426-8484.*

V. **Enclosures.** Items included on the Consent Agenda are enclosed. ***If you wish to discuss any of these items, please make that request during the meeting.***

VI.A. The following introductions will be made:

1. **Jackie Frierson:** Ms. Frierson, Register of Deeds, will introduce Hunter Saberon who was appointed Deputy Register of Deeds effective March 13, 2017.
2. **Jonathan Nixon:** Mr. Nixon, Emergency Services Director, will introduce Sue Ann Cestaro who was promoted to Full-Time Certified Telecommunicator effective April 1, 2017.

VII.A. **Enclosures.** Mr. Baker of Trillium will request the Board to adopt a Resolution requesting that the State keep adequate funding to meet the mental health needs of Perquimans County residents. Board action is being requested.

VII.B. **Enclosures.** Mr. Nixon, Emergency Services Director, will present the following items:

1. **Emergency Management Public Officials Conference:** The purpose of this 10-15 minute presentation will be to provide details about our current Emergency Services program and to receive feedback from our elected officials. The leaders of the Towns of Hertford and Winfall have been invited to attend. This event is also an activity for our Emergency Management Performance Grant. As you are aware, these funds are used to support the Emergency Management Program for all of Perquimans County.
2. **Hazard Mitigation Grant Program – Hurricane Matthew – Letter of Interest:** Mr. Nixon will present information on this grant program and request Board action on the Letter of Interest.

VII.C. **Enclosure.** Bill Jennings, Tax Administrator, will present his Monthly update.

VII.D. Susan Chaney, Social Services Director, will present her monthly report.

IX.A. County Manager Heath will present several updates to the Board.

IX.B. **Enclosures.** The Board needs to take action on the following Board resignation/appointments:

1. **Nursing Home Advisory Committee Resignation:** Linda Swain has presented her letter of resignation from the Nursing Home Advisory Committee effective February 27, 2017. Board acceptance of this resignation is being requested.
2. **Nursing Home Advisory Committee Appointments:** With the resignation of Linda Swain, we have three vacancies on this Committee. Last month, the Board appointed Virgie Whitehurst pending her acceptance of the appointment. Ms. Hunnicutt has contacted and she is willing to serve on this Committee. Therefore, we still need two members to fill these vacancies. A copy of our Volunteer Application List is enclosed. The Board may need to advertise again for volunteers. Board action is being requested.

X.A. A Public Hearing was held earlier to receive citizens' comments on the proposed Noise Ordinance. Board action is being requested.

X.B. **Enclosure.** At the March 20, 2017 Work Session, County Manager Heath and County Attorney High explained the problem with the Perquimans County and Chowan County line. In order to correct the situation, the Board will need to adopt a Resolution requesting the N.C. Geodetic Survey to assist with resolving this issue. Board action is being requested.

X.C. **Enclosure.** The following bids for the rehabilitation of three dwelling units were opened on March 29, 2017:

CONTRACTOR	CASE #05 1750 Harvey Point Road	CASE #06 1756 Harvey Point Road	CASE #07 305 Dobbs Street
Eure & Sons	\$41,330	\$62,210	\$46,775
B & B Construction	\$38,410	\$47,270	\$41,090
William Holley Construction	\$38,520	\$30,630	\$39,650

Also enclosed is a recommendation from Brendan Nolan, Project Coordinator, who recommends the following: Case #5 – Award contract to Eure & Sons Construction; Case #6 – Award contract to B & B Construction; and Case #7 – Award contract to William Holley Construction. Board action is being requested.

X.D. The County adopted resolutions to proclaim several vehicles and old phone equipment as surplus items and proceed to sell them on GovDeals. The bid period for our surplus vehicles with GovDeals will close on April 3, 2017 at 12:00 p.m. The following items have been listed with GovDeals:

BUYER	VEHICLE	VIN No.	DATE SURPLUSED	START BID	SOLD AMOUNT	GOVDEALS FEE	NET RESULTS
	2004 Chevrolet Impala	7529	7/6/15	\$200			
	CISCO Unified Communications 500 Series Phone System 14 CISCO IP Phones – Model PC-7942G		3/6/17	\$200			

Board action is being requested.

CONSENT AGENDA NOTES

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner)

- A. **Enclosures:** Approval of Minutes – March 6, 2017 Regular Meeting, March 13, 2017 Special Called Meeting, and March 20, 2017 Special Called Meeting/Work Session.
- B. **Enclosure:** Tax Releases – see attached list
- C. **Enclosures:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Anthony Johnson	Certified 911 Shift Supervisor	Promotion	63/8	\$34,410	4/1/2017
Wilma Jordan	P/T F/I Non-Certified Telecommunicator	Resignation			4/1/2017
William "Sam" Barrow	Planner	Appointment	72/8	\$51,136	5/1/2017
Rhonda Money	GIS Coordinator/Planner	Promotion	70/11	\$50,368	4/1/2017
Darlene Lind	P/T F/I Certified Telecommunicator	Appointment	62/1	\$13.34/hr.	4/1/2017
Edana Hart	P/T F/I Non-Certified Telecommunicator	Appointment	60/1	\$12.21/hr.	4/1/2017
Corey Stallings	P/T F/I Non-Certified Telecommunicator	Appointment	60/1	\$12.21/hr.	4/1/2017
Katherine Weiss	P/T F/I Non-Certified Telecommunicator	Appointment	60/1	\$12.21/hr.	4/1/2017
Jonathan Miller	Deputy (Not Certified)	Appointment	64/1	\$30,304	4/1/2017
Debbie Stallings	Assistant Tax Administrator	Retirement			6/30/2017

D. **Enclosures:** During the Budget process, this step increase was approved for the employee. The following individual is being recommended by their supervisor for step increase:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Rebecca Corprew	IMC Supervisor II	67/3	\$36,311	4/1/2017
Beverly Pulley	IMC II	63/4	\$31,211	4/1/2017
Jovan Ward	IMC II	63/4	\$31,211	4/1/2017
C J Wilson	EMT-I	66/4	\$35,617	4/1/2017
Stephen Chappell	Animal Control Officer	62/6	\$31,360	4/1/2017

- E. **Enclosures:** Budget Amendment Nos. 14 - 17 are presented for Board action.
- F. **Enclosure:** The following Resolutions are presented for Board review and action:
 1. **Spring Litter Sweep:** Board will need to consider the enclosed Resolution proclaiming April 15th – April 29th, 2017 as Spring Litter Sweep in Perquimans County.
 2. **Resolution – Appropriation of Lottery Funds:** Board will need to consider the enclosed Resolution requesting restoration to Counties of the statutorily authorized appropriation of lottery funds.
 3. **Letter of Support** – North Carolina Wildlife Federation Petition for Rulemaking (Shrimp Trawl Ban): Board will need to consider the enclosed letter of support to deny the petition for rulemaking.



**PERQUIMANS COUNTY
BOARD OF COMMISSIONERS**

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

T. KYLE JONES
CHAIRMAN

FONDELLA A. LEIGH
VICE CHAIR

JOSEPH W. HOFFLER

EDWARD R. MUZZULIN

WALLACE E. NELSON

CHARLES WOODARD

W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

PUBLIC NOTICE

The Perquimans County Board of County Commissioners will hold a Public Hearing on Monday, April 3, 2017 at 6:45 PM in the Commissioners' Meeting Room on the 1st floor of the Perquimans County Courthouse Annex Building located at 110 North Church Street, Hertford, to receive comments on the proposed Noise Ordinance. A copy of the proposed Noise Ordinance may be obtained from the County Manager's Office located at 128 N. Church Street, Hertford,

Frank Heath

Frank Heath, County Manager

Posted: March 23, 2017

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

PERQUIMANS COUNTY NOISE ORDINANCE

(A) It shall be unlawful to create or assist in creating any unreasonably loud, disturbing and unnecessary noise in the County. Noise of a character, intensity and duration as to be detrimental to the public health, welfare and peace is hereby prohibited.

(B) The following acts, among others, are hereby declared to be unreasonably loud, disturbing and unnecessary noises in violation of this section, but the enumeration shall not be deemed to be exclusive:

(1) The sounding of any horn or signal device on any automobile, motorcycle, bus or other vehicle, except as a danger signal, so as to create any unreasonably loud or harsh sound, or the sounding of the device for an unnecessary and unreasonable period of time, or the use of any gong or siren upon any vehicle, other than police, fire or other emergency vehicle;

(2) The use of any electronic devices, stereos, speakers, musical instrument, loudspeaker or other device which project sound that is clearly audible at a distance of not less than 50 feet.

(3) The use of any bicycle, skateboard or similar vehicle which creates an unreasonably loud, disturbing or unnecessary noises. The use of any motor vehicle, motorcycle or other vehicle (a) equipped with special or custom muffler, exhaust or other noise control equipment/system; or (b) not equipped with normal, factory issue muffler, exhaust or other noise control equipment/system in good repair; or (c) in jackrabbit starts, spinning tires, racing engines, or other operations so as to create unreasonably loud, disturbing and unnecessary noises. The provisions of this subsection shall not apply to any legally operating race track in existence at the time of the enactment of this ordinance.

(4) The erection of any excessive noise on any street adjacent to any school or institution of learning while the same is in session which unreasonably and unnecessarily interferes with the working of the institution, provided conspicuous signs are displayed in the streets indicating that the area is in a school area;

(5) The erection of any excessive noise on Sundays on any street adjacent to any church, provided conspicuous signs are displayed in the streets adjacent to churches indicating that the same is a church street;

(6) Shouting, fighting or creating noise through loud or boisterous speech or singing so as to be audible off the premises upon which the activities and noise occur if so loud as to disturb the peace and tranquility of persons occupying residences, motel, hotels, rest homes, nursing homes or hospitals in the vicinity.

(C) This section shall not apply during any period directly after the announcement of any potential, impending disaster.

(D) If any person shall violate this ordinance, he or she shall be guilty of a Class 3 misdemeanor and shall be fined in an amount as set by the presiding judge or imprisoned for not more than 30 days.

(E) In addition, in the county's discretion, a violation of any provision of this ordinance shall subject the offender to a civil penalty of up to \$100 with a minimum penalty of \$15. If the offender fails to pay this penalty within ten days after being cited for a violation, the county may seek to recover the penalty by filing a civil action in the nature of a debt. If the violator of this ordinance is a person under the age of 18, the parents or legal guardians of the minor shall be subject to the civil penalties referenced herein as if they are the offender.

(F) The county may seek to enforce this section through any appropriate equitable action.

(G) Each day that a violation continues after the offender has been notified of the violation shall constitute a separate violation and each violation shall be subject to an additional civil penalty.

(H) The county may seek to enforce this section by using any one or a combination of the foregoing remedies.

(I) A juvenile who violates any provision of this ordinance is subject to being adjudicated delinquent. The court may, in its discretion, impose any dispositional alternative(s) that are provided in the State Juvenile Code for any juvenile who is delinquent.

Statutory reference:

Authority of county to regulate noise, see G.S. § 153A-133

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
William Felton	Building & Grounds Supervisor	Resignation			04/28/2017
Nancy Harrell	Part-Time/Fill-In EMT-I	Resignation			02/16/2017
Shawneeka Jordan	Deputy Register of Deeds	Resignation			02/21/2017
Eric Tilley	Bailiff/Transport	Appointment	n/g	\$14.18/hr.	03/03/2017

4. Telecommunicator Reclassifications:

- > With the implementation of the Medical Priority Dispatch System on February 14, 2017, employees who have completed the proper certifications will need to be reclassified. In order to reclassify them, we need to revise the Salary Classifications that we currently have adding the Certified Telecommunicator (highlighted section) as Step 62. The following Salary Classification was amended:

POSITION	GRADE
County Manager	83
Secretary/Clerk to the Board/Personnel Officer	65
Finance Officer	72
Supervisor - Board of Elections	64
Telecommunications:	
Telecommunicator - Chief	64
Telecommunicator - Certified	62
Telecommunicator	60
Planner	72
Emergency Management Coordinator	67
Emergency Medical Services:	
Captain	68
EMT-D	63
EMT-I	66
Building Inspector:	
Chief	71
Assistant	67
Code Enforcement Officer/Safety Officer	61
Administrative Assistant	61
Recreation Department:	
Recreation Director	70
Athletic Program Supervisor	64
Administrative Assistant	58
Senior Citizens:	
Senior Citizens Coordinator	63
Secretary - Senior Citizens	60
Register of Deeds:	
Register of Deeds	70
Assistant Register of Deeds	60
Deputy Register of Deeds	58
Sheriff's Department:	
Sheriff	75
Deputy - Investigator	68
Deputy	65
Deputy - Uncertified	64
Animal Control	62
Animal Control Assistant	58
Bailiff	54
Administrative Assistant	60
Tax Department:	
Tax Administrator/Special Projects Coordinator	75
Assistant Tax Administrator	66
Tax Clerk I	58
Tax Clerk II	61
Tax & Finance Specialist	59
Mapper	68
Water Department:	
Water Supervisor	68
Water Treatment Plant Superintendent	68
Water Plant Operator	64
Backhoe Operator	65
Water Technician I	58
Water Technician II	60
Water Technician III	68
Billing/Collection Clerk	61
Buildings & Grounds:	
Maintenance Supervisor	62
Housekeepers	54
All other Secretaries with the County	57
Social Services Staff are According to State Grades:	
Director	76
Income Maintenance	
Caseworker II	63
Caseworker III	65
Investigator I	63
Supervisor II	67
Accounting Technician IV	63
Office Assistant III	57
Public Information Assistant IV	59
Social Worker II	66
Social Worker III	68
Social Worker/IA&T	70
Human Services Coordinator	68
Human Resources Placement	63
Social Worker Supervisor III	72

- > Now that the Salary Classifications have been amended, the Board approved the reclassifications of individuals that completed the proper certifications to be reclassified. Those individuals are as follows:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Krystal Agosto	911 Shift Supervisor - Training Officer - Certified	Reclassification	64/5	\$33,410	03/01/2017
Keely Carwright	Certified FT Telecommunicator	Reclassification	62/2	\$28,443	03/01/2017
Sue Ann Cestaro	Certified PT/FT Telecommunicator	Reclassification	62/1	\$13,34/hr.	03/01/2017
Zeb Daneker	Certified PT Telecommunicator	Reclassification	62/4	\$14,36/hr.	03/01/2017
Emily Harrell	Certified FT Telecommunicator	Reclassification	62/5	\$30,595	03/01/2017
Tiffany Haynes	Certified PT/FT Telecommunicator	Reclassification	62/1	\$13,34/hr.	03/01/2017
Vivian Long	Certified FT Telecommunicator	Reclassification	62/1	\$35,418	03/01/2017
Hazelene Miller	Certified PT/FT Telecommunicator	Reclassification	62/2	\$13,67/hr.	03/01/2017
Steven Pyle	Certified PT Telecommunicator	Reclassification	62/4	\$14,36/hr.	03/01/2017
Naomi Twine	Certified PT Telecommunicator	Reclassification	62/5	\$14,71/hr.	03/01/2017
Crystal Wright	Certified PT Telecommunicator	Reclassification	62/5	\$30,595	03/01/2017

5. Merit Increase:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Kristin Gordon	IMC II	63/3	\$30,448	03/01/2017

6. Enclosure: The following Board appointment was presented for Board action:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Bailey, Juanita	Senior Citizens Advisory Board (replaces Pam Hurdle)	Appointment	2 yrs.	03/01/2017

7. Budget Amendments:

BUDGET AMENDMENT NO. 9
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-672-140	Mentoring - Travel		2,900
10-671-142	Restitution - Travel	2,000	
10-672-330	Mentoring - Supplies		26
10-671-341	Restitution Insurance	26	
10-672-330	Mentoring - Supplies		1,271
10-671-331	Restitution - Office Supplies	1,271	
10-671-111	Restitution - Postage		200
10-672-040	Mentoring - Professional		1,800
10-671-470	Restitution Food & Provisions	2,000	
10-672-040	Mentoring - Professional		2,717
10-671-040	Restitution - Salary	2,717	

EXPLANATION: Amended to match the ALLIES budget to account for JCPC funds for FY16/17.

BUDGET AMENDMENT NO. 10
E-911 FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
78-300-311	911 Grant Expenditures	176,206	
78-300-740	E-911 Capital Outlay Equipment		176,206

EXPLANATION: Corrects BA#6 approved on 12/5/16 to adhere to guidelines of NC911 Board - per the updated instructions we must have a separate grant expenditure line.

BUDGET AMENDMENT NO. 11
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services		39,156
10-610-454	Child/Daycare		39,156

EXPLANATION: To budget actual Daycare Funds to be received in FY 2016-17 as approved by the State.

BUDGET AMENDMENT NO. 12
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services		8,104
10-610-198	Low Income Energy Assistance		8,104

EXPLANATION: To budget actual Low Income Energy Assistance (LIEAP) funds to be received in FY 2016-17 as approved by the State.

BUDGET AMENDMENT NO. 13
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services		5,467
10-610-192	Crisis Intervention		5,467

EXPLANATION: To budget actual crisis funds to be received in FY 2016-17 as approved by the State.

BATTLE BETTS, DIRECTOR OF ARHS

Mr. Betts introduced himself as the new Director of Albemarle Regional Health Services (ARHS) and explained that ARHS will be celebrating 75 years of public health service to the residents of their seven covered counties. They are planning several celebrations during this year and asked if the Board would consider adopting a Resolution recognizing them for their 75th Anniversary. Commissioner Nelson thanked Mr. Betts for accepting the position of Director of ARHS. On motion made by Wallace E. Nelson, seconded by Charles Woodard, the Board unanimously adopted the following Resolution:

**RESOLUTION OF RECOGNITION OF 75 YEARS OF
PUBLIC HEALTH SERVICE**

WHEREAS, Albemarle Regional Health Services will celebrate its 75th Anniversary of service to citizens of Pasquotank, Perquimans, Camden, Chowan, Currituck, Bertie, and Gates counties; and

WHEREAS, Albemarle Regional Health Services has rendered quality care to the citizens of the Albemarle region of care during its seventy-five years of operation; and

WHEREAS, Albemarle Regional Health Services is to be commended for its seventy-five years of outstanding service;

NOW THEREFORE BE IT RESOLVED by the Perquimans County Board of Commissioners that Albemarle Regional Health Services be congratulated and offered the Board's sincerest appreciation for seventy-five successful years of dedicated service to the citizens of the Albemarle region.

Adopted this the 6th day of March 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

Attest:

Mary P. Hunnicutt, Clerk to the Board

CAROLYN SELF, COMMUNITY VOLUNTEER LEADER

Ms. Self explained the work that the Red Cross does and that they need more volunteers. The Greater Albemarle Red Cross District will be celebrating its 100 year anniversary next year and they hope that by the time they reach that celebration, they will have an additional 100 volunteers added to their current staff through the region. She encouraged the Board to ask people to volunteer to help the American Red Cross. In addition, March is National Red Cross Month and Ms. Self asked the Board of Commissioners to adopt a Proclamation proclaiming that March was National Red Cross Month in Perquimans County. On motion made by Edward R. Muzzulin, seconded by Charles Woodard, the Board unanimously adopted the following Proclamation:

AMERICAN RED CROSS MONTH 2017**A Proclamation**

In Perquimans County, we have a long history of helping our neighbors in need. American Red Cross Month is a special time to recognize and thank our heroes – those Red Cross volunteers and donors who give of their time and resources to help community members.

These heroes help families find shelter after a home fire. They give blood to help trauma victims and cancer patients. They deliver comfort items to military members in the hospital. They use their lifesaving skills to save someone from a heart attack, drowning or choking. They enable children around the globe to be vaccinated against measles and rubella.

The American Red Cross depends on local heroes to deliver help and hope during a disaster. We applaud our heroes here in Perquimans County who give of themselves to assist their neighbors when they need a helping hand.

Across the country and around the world, the American Red Cross responds to disasters big and small. In fact, every eight minutes the organization responds to a community disaster, providing shelter, food, emotional support and other necessities to those affected. It collects nearly 40 percent of the nation's blood supply; provides 24-hour support to military members, veterans and their families; teaches millions lifesaving skills, such as lifeguarding and CPR; and through its Restoring Family Links program, connects family members separated by crisis, conflict or migration.

We dedicate the month of March to all those who support the American Red Cross mission to prevent and alleviate human suffering in the face of emergencies. Our community depends on the American Red Cross, which relies on donations of time, money and blood to fulfill its humanitarian mission.

NOW, THEREFORE, I, T. Kyle Jones, Chairman of Perquimans County Board of Commissioners, by virtue of the authority vested in me by the Constitution and laws of Perquimans County and North Carolina, do hereby proclaim March 2017 as American Red Cross Month. I encourage all Americans to support this organization and its noble humanitarian mission.

IN WITNESS WHEREOF, I have hereunto set my hand this 6th day of March, in the year of our Lord two thousand seventeen, and of Perquimans County, North Carolina.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

SEAL

ANTHONY DISMUKE, CORRECTION ENTERPRISES, NCCPS

Ms. Dismuke explained that he works with the Correction Enterprises which is through NC Department of Corrections and assists with getting inmates skilled so that they can learn a trade before they are released from the prison system. He said that there is a lot that he could share but due to time constraints he would be willing to wait until the end of the meeting and talk with them further. He also explained that he had materials to distribute to the members of the Board. Chairman Jones said that it would be okay to wait and talk with them later at the end of the meeting.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There being no commissioner concerns or reports, Chairman Jones moved onto the old business.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- > **Noise Ordinance:** Mr. Heath reported that the Board will consider the Noise Ordinance at their April 3, 2017 meeting. A Public Hearing will be scheduled at that time.
- > **Moratorium on Large Scale Solar Energy Facilities:** The Board will hold a Public Hearing on March 20, 2017 prior to the Commissioners' Work Session to consider whether or not to place a moratorium on Large Scale Solar Energy Facilities in Perquimans County.
- > **Perquimans County Marine Industrial Park Boat Ramp Project:** Mr. Heath explained that the contract has been awarded an extension of time but it will still allow the County to meet the time constraints of the Golden Leaf Grant requirements.
- > **Library Project:** Mr. Heath explained that they should be placing paper on the roof this week and that they are proceeding on time.

BOARD APPOINTMENTS: NURSING HOME ADVISORY COMMITTEE

We have had two people to resign from this committee and we need to replace them. Commissioner Leigh had talked to Ms. Virgie Whitehurst who expressed an interest in serving on this Board but we did not get a volunteer application from her. Clerk to the Board, Mary Hunnicutt, explained that the Board could appoint her pending receipt of the volunteer application. On motion made by Fondella A. Leigh, seconded by Charles Woodard, the Board unanimously approved the appointment of Virgie Whitehurst to the Nursing Home Advisory Committee for an initial one-year term effective March 1, 2017 pending receipt of the Volunteer Application. That still leaves one more seat to fill.

PLANNING BOARD ITEM: CAMA LAND USE PLAN AMENDMENT

On motion made by Wallace A. Nelson, seconded by Edward R. Muzzulin, the Board unanimously approved the following Resolution approving the amendment to the CAMA Land Use Plan:

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF
PERQUIMANS COUNTY, NORTH CAROLINA, AUTHORIZING
AN AMENDMENT TO THE CAMA LAND USE PLAN**

WHEREAS, the County desires to amend its 2005-2006 CAMA Land Use Plan, specifically the policy related to shoreline setback in waterfront subdivisions, and

WHEREAS, the County's 2005-2006 CAMA Land Use Plan, Page IX-14 Water Quality (WQ) Goal(s) and Policies, Policy WQ #2 states that:

"Perquimans County, Hertford, and Winfall shall require, as appropriate, subdivision developments to control and treat the storm water runoff generated by a 1.5-inch rain event and that all buildings or related structures within waterfront subdivisions be set back 50 feet from the shoreline."; and,

WHEREAS, the County references a 40-foot setback from normal water levels in Sections 702 and 704 of the Perquimans County Zoning Ordinance; and

WHEREAS, the County desires to maintain the 40-foot setback from normal water levels referenced in the Perquimans County Zoning Ordinance and amend the CAMA Land Use Plan to be consistent with the Zoning Ordinance; and

WHEREAS, on February 14, 2017 the Planning Board unanimously recommended adoption of the draft amendment to the CAMA Land Use Plan; and

WHEREAS, the County conducted a duly advertised public hearing on the draft amendment to the CAMA Land Use Plan at the Regular Meeting of the Board of Commissioners on March 6, 2017; and

WHEREAS, at the Regular Meeting on March 6, 2017 the Board of Commissioners of Perquimans County, North Carolina found the draft amendment to be consistent with the County's desired vision for the future and unanimously approved to adopt the draft amendment; and

WHEREAS, the adopted draft amendment will be submitted as required by state law to the Northeast District Planner for the Division of Coastal Management under the North Carolina Department of Environmental Quality and forwarded to the Coastal Resources Commission(CRC); and

WHEREAS, a review of the adopted draft amendment by the Coastal Resources Commission will be scheduled; and the CRC will then vote on certification of the draft amendment;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of Perquimans County, North Carolina, that Page IX-14 Water Quality (WQ) Goal(s) and Policies, Policy WQ#2 in the 2005-2006 CAMA Land Use Plan be amended as follows (text in strikethrough to be removed, text underlined to be added):

"Perquimans County, Hertford, and Winfall shall require, as appropriate, subdivision developments to control and treat the storm water runoff generated by a 1.5-inch rain event; and that ~~Hertford and Winfall shall require~~ all buildings or related structures within waterfront subdivisions be set back 50 feet from the shoreline."

BE IT FURTHER RESOLVED that the Board of Commissioners of Perquimans County, North Carolina, has unanimously adopted the draft amendment; and

BE IT FURTHER RESOLVED that the County Manager of Perquimans County is hereby authorized to submit the adapted CAMA Land Use Plan draft amendment to the State for certification as described above.

Adopted this 6th day of March 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

FY 2016-17 AUDIT CONTRACT

County Manager Heath stated he and Finance Officer, Tracy Mathews recommend the FY 2016-17 Audit Contract with Donna Winborne at a total cost of \$31,500, which is \$500 over last year's costs. This does include the Audit for the Tourism Development Authority. On motion made by Joseph W. Hoffer, seconded by Edward R. Muzzulin, the Board unanimously approved the FY 2016-17 Audit Contract with Donna Winborne at \$31,500.

SINGLE FAMILY REHAB GRANT 2017 AGREEMENT

County Manager Heath explained that the County has been approved to receive an amount not to exceed \$175,000 for the 2017 Essential Single-Family Rehabilitation Loan Pool Grant. The first step to receiving these funds is to approve the Funding Agreement that was included in their Agenda Packets. On motion made by Wallace A. Nelson, seconded by Edward R. Muzzulin, the Board unanimously authorized the Chair and County staff to sign the Single Family Rehab Grant Funding Agreement.

SURPLUS EQUIPMENT

> Resolution Authorizing Sale of Certain Surplus County Property: With the upgrading of the telephone system in Telecommunications, they have a phone system that needs to be declared as surplus and sold on GovDeals. On motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffer, the Board unanimously adopted the following Resolution declaring personal property as surplus items to be sold on GovDeals:

**RESOLUTION AUTHORIZING SALE
OF CERTAIN SURPLUS COUNTY PROPERTY**

WHEREAS, the Perquimans County Board of Commissioners desires to dispose of certain surplus property of the County:

NOW, THEREFORE, BE IT RESOLVED by the Perquimans County Board of Commissioners that:

1. The following described personal property is hereby declared to be surplus to the needs of the County:

1 - CISCO Unified Communications 500 Series Phone System
14 - CISCO IP Phones - Model PC-7942G
All equipment taken out of service February, 2017

2. The County Manager is hereby authorized and directed to proceed on behalf of the Perquimans County Board of Commissioners to sale these surplus items on GovDeals.

3. The County reserves the right to reject any or all bids and decide not to sell the property at any time during this process.

4. The County Manager, in accordance with State law, shall cause a summary of this resolution to be published once in a newspaper having general circulation in the County and place it on the County's website. After not less than ten (10) days from the date of publication, the County Manager is authorized to sell the above-described property to the highest bidder.

Adopted this the 6th day of March, 2017.

T. Kyle Jones, Chairman

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

> Sale of Surplus Vehicles: County Manager Heath reported that, with the help of the Finance Office and Helen Hunter, we have sold more surplus vehicles on GovDeals. The highest bidders were as follows:

BUYER	VEHICLE	VIN No.	DATE SURPLUSED	START BID	SOLD AMOUNT	GOVDEALS FEE	NET RESULTS
Gary Isom	2006 Ford F150	3272	7/6/15	\$500.00	\$1,072.00	\$53.60	\$1,018.40
Jametriss Glasgow	2008 Ford Crown Victoria	8716	7/6/15	\$300.00	\$1,355.00	\$437.75	\$1,287.25
Brandon McLeod	1998 Ford Van	6413	11/7/16	\$300.00	\$4,065.00	\$200.25	\$3,864.75

On motion made by Joseph W. Hoffer, seconded by Charles Woodard, the Board unanimously authorized Mr. Heath to proceed with the sale of these surplus vehicles.

PETITION: RIVERFRONT DRIVE

On motion made by Edward R. Muzzulin, seconded by Wallace E. Nelson, the Board unanimously authorized the Clerk to the Board to forward the petition to add Riverfront Drive in Shady Oakes Subdivision to the NCDOT State Maintenance System. Ms. Knapp-Snoots who had presented the petition made a few comments.

PERSONNEL MATTERS

County Manager Heath explained that we had several personnel matters that were received after the Agenda Packets were mailed. On motion made by Joseph W. Hoffer, seconded by Wallace E. Nelson, the Board unanimously approved the following personnel matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Hunter Saberon	Deputy Register of Deeds	Appointment	58/2	\$23,854	03/13/2017
Robert Fowden	Deputy/Investigator	Promoted	68/2	\$37,042	03/01/2017
Preston Ward	Deputy/Investigator	Promoted	68/4	\$38,895	03/01/2017
Richard Copeland	Part-Time Water Tech III	Appointment	n/g	\$20/hour	03/01/2017

PUBLIC COMMENTS

There being no public comments, Chairman Jones proceeded with the Closed Session.

CLOSED SESSION: LEGAL & PERSONNEL MATTERS, AND CLOSED SESSION MINUTES

Pursuant to NC General Statute 143-318.11(3)(6), Edward R. Muzzulin made a motion to go into Closed Session to discuss a personnel matter. The motion was seconded by Fondella A. Leigh and unanimously approved by the Board.

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffer. There was no action needed after the Closed Session.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 9:00 p.m. on motion made by Edward R. Muzzulin, seconded by Charles Woodard. After the meeting adjourned, the members talked with Mr. Dismuke.

T. Kyle Jones, Chairman

Clerk to the Board

SPECIAL CALLED MEETING
 March 13, 2017
 7:00 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting on Monday, March 13, 2017, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Fondella Leigh, Vice Chair Joseph W. Hoffer
 Edward R. Muzzulin Wallace Nelson
 Charles Woodard

MEMBERS ABSENT: Kyle Jones, Chairman

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk

In the absent of Chairman Jones, Vice Chair Leigh called the meeting to order and Commissioner Nelson gave the invocation. The Vice Chair led the Pledge of Allegiance.

AGENDA

On motion made by Edward R. Muzzulin, seconded by Charles Woodard, the Board unanimously approved the Agenda.

CLOSED SESSION: PERSONNEL MATTER

Pursuant to NC General Statute 143-318.11(6), Joseph W. Hoffer made a motion to go into Closed Session to discuss a personnel matter. The motion was seconded by Wallace A. Nelson and unanimously approved by the Board.

The Closed Session was adjourned and the Special Called Meeting reconvened on motion made by Edward R. Muzzulin, seconded by Charles Woodard. There was no action needed after the Closed Session.

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned on motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffler.

Fondella A. Leigh, Vice Chair

Deputy Clerk to the Board

SPECIAL CALLED MEETING / WORK SESSION

March 20, 2017

6:30 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting/Work Session on Monday, March 20, 2017, at 6:30 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT:	Kyle Jones, Chairman Joseph W. Hoffler Wallace Nelson	Fondella Leigh, Vice Chair Edward R. Muzzulin Charles Woodard
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Hackney High, County Attorney Mary Hunnicutt, Clerk to the Board	Frank Heath, County Manager

Chairman Jones called the meeting to order and Commissioner Nelson gave the invocation. The Chairman led the Pledge of Allegiance.

PUBLIC HEARINGMoratorium on Large Scale Solar Energy Facilities

Chairman Jones opened the Public Hearing stating that the purpose of this public hearing is to receive public comments concerning a proposed temporary moratorium on large scale solar energy facilities. There were eighteen (18) people present. Mr. Jones recognized Frank Heath, County Manager, who explained the reasons for the public hearing. After giving instructions to the public, the following individuals spoke at the meeting:

> **Tommy Harrell:** Mr. Harrell, farmer, presented the following statement:

Solar panels only capture 20% of the light for only about 5 hours of the day. The rest of that solar energy will pass thru to the ground. As a result, grasses, broadleaf weeds, and eventually woody shrubs will grow. Imagine how hard it will be to control vegetation in a solar farm. Remember, you still own this land and you will be held responsible for water runoff, clean up, and off site effects, not to mention the accumulation of weeds like palmer amaranth over time and the evidential need to replace fertility loss.

Loss of a scarce resource like farm land will have significant impacts on you and your community. With the loss of land comes the loss of business for seed, fertilizer, and chemical dealers, hardware and lumber suppliers, equipment manufactures, and others in your community who depend on agriculture for their living.

Currently, most solar operators are not required to have a decommissioning plan or to post a bond to cover the cost of decommissioning. Their current statement is this is all be taken care of in the future. Have you ever considered why they are paying high lease payments and not just buying the land? The fact is that these panels are considered toxic waste due to the use of metals like cadmium and rare earth metals. It is likely that they will be either abandoned at the site or you (as the landowner) will be forced to pay for them to be shipped to a third world country for recycling.

Solar farms are highly inefficient at producing energy. It is only through generous tax credits, the waiving of property taxes, zero interest start up loans, federal and state mandates that require utility companies to pay for the power at generous rates, etc. that these solar farms even have a chance to operate. The traditional utility companies still have to produce their normal power load for the remaining nineteen hours on a sunny day. On a cloudy, rainy day, they have to provide power for all 24 hours. They still have to be prepared to generate the same amount of electricity using fossil fuels with or without the solar farms. So let's get this straight—we pay the taxes, we pay higher utility rates, we change our agricultural communities to accommodate these solar farms, and we don't improve our climate or our environment. And it can potentially ruin the land for our children and grandchildren. No, this is not a good use of our land.

> **Shelley Layden:** Ms. Layden, local Solar Developer, expressed her support for solar energy facilities. If a moratorium is placed on large solar energy facilities, she stated several items that needed to be addressed like buffering and bonding (she suggested them to contact N.C. Sustainable Energy Association who is working on bonding). She asked that the Board discontinue solar energy facilities in Perquimans County. She agrees with having more rules and guidelines.

> **Edgar Roberson:** Mr. Roberson, resident along US Highway 17 South, explained that he needs to downsize his home and that he is selling his house which has been on the market for three years. During this time, he had had questions like: how close will the wind turbines be to the house; how will Interstate Highway 87 affect his property, and where is the closest solar energy facility. He feels that this has given him a negative effect to the sale of his home.

> **Donald Madre:** Mr. Madre, farmer, expressed his concerns over loss of good farmland for crop production. This not only affects the farmer but it also affects the business that the farmer sells to and buys from. He also expressed some concerns about clean up after the solar farm is no longer in use. Will they be able to get the land back to the way it was. Do these solar farms get the land use credits?

> **Robert Brown:** Mr. Brown, resident of Snug Harbor, presented the following information in support of solar energy facilities:

The primary reasons for the construction of solar farms in Eastern North Carolina are price stability and a locally produced source of electricity. In the case of a national emergency this will insure the ability to maintain Government functions such as Courts, Hospitals, Schools and Refrigerated Food Supplies locally. The ability to generate electricity in the Albemarle Area creates a more stable society at the local level. Millions of dollars invested in Perquimans County by solar farm developers with almost no funds required by the County creates value and jobs to the citizens. This also generates additional tax funds without an increase in municipal services such as schools and utilities. Of the 80,116 acres of farm land in Perquimans County only 110 acres are in Solar farming. The tax value per acre for these solar farms compared to crop farms is over 50 times greater. From an economic perspective which usually is the true measure for the honest value of any endeavor it is readily apparent that much more solar farming is necessary. As world competition in the grain market increases more farm land in the United States is being taken out of production. Russia which was a grain importer 20 years ago now is a grain exporter with millions of acres of tillable land available.

The value to the citizens of Perquimans County of solar farming should be fully evaluated. Now is the time for Perquimans County to take full advantage of solar farming before the State Subsidies Expire. Solar farming is just another basic method of extracting the sun's energy to create a crop of value. This value to the citizens is created 365 days every year. China which now is the world leader in the solar industry will almost surely produce panels that will compete on an equal basis with any electrical generation method in the next 10 years. This will become a benefit to any Municipality that already has solar farm sites developed. As Solar One Company explained their company has the ability to guarantee California a fixed price rate for electricity over the next 30 years. This is possible due to the fact that almost all of the production cost is in the initial equipment and not in unpredictable fuel cost.

Addressing the visual impact of solar farms in Perquimans County and the remediation of the visual impact. Due to the relative low height of these structures and the flat elevation of the landscape in Perquimans County these farms can be easily mitigated from view by hedge rows of natural plants such as American Holly, Blue Point Juniper and Emerald Cedar. Earthen Berms should not be constructed due

to the fact that the Natural Topography in the area is basically Flat and berms are not congruent with the landscape. They also create drainage and maintenance problems.

Back in the day we had Virginia Electric Power Company known as VEPCO. Now with the ability to generate electrical power in Perquimans County we can have our cake and eat it too--Perquimans Electric Power Company--PERCO. Moving ahead to a brighter illuminated future for Perquimans County.

Chairman Jones stated that this was all the individuals that signed up to speak. He asked if there was any other person that wanted to speak. The following individual spoke:

- > Mr. Atkins: Mr. Atkins spoke against solar energy facilities. He understands the pros and cons to solar energy facilities but he wants to address what would happen in the case of a catastrophic occurrence. We need more information on how these solar panels will handle a tornado or hurricane. How will the county decide on a bond to handle a situation like this? We all need to be educated more.

There being no further comments or questions, Chairman Jones closed the public hearing at 7:00 p.m.

AGENDA

On motion made by Fondella A. Leigh, seconded by Charles Woodard, the Board unanimously approved the Agenda.

CONSENT AGENDA

The following items were considered to be routine and were unanimously approved on motion made by Wallace E. Nelson, seconded by Fondella A. Leigh.

- > **Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Sue Ann Cestaro	F/T Certified Telecommunicator	Promotion	62/1	\$27,751	4/1/2017
Wilma Jordan	P/T F/I Non-Certified Telecommunicator	Appointment	60/1	\$12,211/hr.	4/1/2017
Lauren Williams	P/T F/I EMT-I	Resignation			3/16/17

MORATORIUM ON LARGE SCALE SOLAR ENERGY FACILITIES

Chairman Jones asked what the pleasure of the Board regarding the moratorium. Charles Woodard made a motion to approve a moratorium on large scale solar energy facilities so that we can have time to review the items. The motion was seconded by Joseph W. Hoffer. County Manager Heath wanted to provide a brief overview of the document. The draft ordinance would be needed to consider if the vote was in favor of the moratorium on large scale solar energy facilities. He said that he and County Attorney High had worked on this draft document. Mr. High explained that the document is presented not because the decision has been made but that the acceptance of this moratorium per General Statute needs to be in the form of an ordinance. Chairman Jones asked Mr. Woodard and Mr. Hoffer if that was the way that they made the motion. They both said it was. Commissioner Nelson asked about the term of 180 days. What if the Planning Board said that they could not get a recommendation to us within the 180 days? County Attorney High said that there are General Statutory procedures to extend that period of 180 days. Mr. Nelson also asked about instructing the Planning Board as to what they are asking them to look at. Commissioner Muzzulin said that he would have liked to have this document before tonight's meeting and that he did not feel that we had directed the Planning Board as to what they should be reviewing. Chairman Jones said that the Board met with the Planning Board (Brenda Lassiter, Lewis Smith, and Antoine Moore) in a Joint Work Session on February 20, 2017 to receive clarification of what the Board was asking them to review. There being no further comments or questions, the Board approved Ordinance No. 94 (see Attachment A) establishing a 180 day moratorium on large scale energy facilities on a vote of five (5) to one (1) with Commissioner Muzzulin voting against the motion.

CLOSED SESSION: PERSONNEL MATTER

Pursuant to NC General Statute 143-318.11(6), Fondella A. Leigh made a motion to go into Closed Session to discuss a personnel matter. The motion was seconded by Edward R. Muzzulin and unanimously approved by the Board.

The Closed Session was adjourned and the Special Called Meeting reconvened on motion made by Edward R. Muzzulin, seconded by Fondella A. Leigh. There was no action needed after the Closed Session.

Chairman Jones explained, for the record, that he had made a procedural error requesting Vice Chair to cite the General Statute for going into Closed Session and did apologize for that error which was brought to his attention by Commissioner Muzzulin.

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:36 p.m. on motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffer and the Regular Work Session began.

T. Kyle Jones, Chairman

Clerk to the Board

WORK SESSION
March 20, 2017
6:30 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting/Work Session on Monday, March 20, 2017, at 7:36 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Kyle Jones, Chairman
Joseph W. Hoffer
Wallace Nelson
Fondella Leigh, Vice Chair
Edward R. Muzzulin
Charles Woodard

MEMBERS ABSENT: None

OTHERS PRESENT: Hackney High, County Attorney Frank Heath, County Manager
Mary Hunnicutt, Clerk to the Board

The following matters that were discussed during the Work Session.

PERQUIMANS COUNTY/CHOWAN COUNTY BOUNDARY LINE

Chairman Jones recognized Frank Heath, County Manager, who explained what had happened with regard to the boundary line between Perquimans County and Chowan County. Historically, we have a historic line between Perquimans and Chowan Counties which is a straight line on the western side of Perquimans County. Sometime last year, a citizen from Chowan County went to register to vote and discovered that, per the State Board of Elections County Line Map, they were citizens of Perquimans County and not Chowan County. The area is not a wide swap but it did and could produce troublesome situations. This situation has been corrected for that citizen. With that happening, County Attorney High contacted Chowan County attorney so Mr. Heath will turn the microphone over to Mr. High while he distributed the maps. Mr. High said that there is a General Statute that provides guidance on how to handle these types of situations. It is handled through a subdivision of one of the N.C. State Departments called N.C. Geodetic Survey who assists with resurveys of ambiguous or uncertain County boundaries. He further explained that it had been brought to our attention that some people were being taxed in Chowan County but according to our map they should be paying taxes in Perquimans County. Mr. Heath and Mr. High met with Rhonda Money, GIS Coordinator, to take a look at tax maps to compare the two boundary lines. They found that there were some discrepancies. In 2014, the N.C. Geodetic Survey prepared a list of procedures counties would have to follow if they wanted to request a boundary line research. The first part is to have the counties involved to get together to decide if they wanted to request the assistance of the State of North Carolina in redrawing the line. He reported that he has initiated the talks between Perquimans County and Chowan County and they have reacted favorably to asking the State for assistance in researching the Perquimans County/Chowan County line. This is funded through the General Assembly. Chowan County is meeting tonight to discuss the very thing that we are discussing tonight. Mr. High said that it was his and Mr. Heath's plan to discuss it tonight and then prepare the Resolution for Board action at the April 3, 2017 meeting. If the Board decides to proceed with this, the Board will need to consider the Resolution and name a contact agent/s to work along with N.C. Geodetic Survey to accomplish this goal. It is his recommendation to name Frank Heath, County Manager, as our contact agent and Chowan County's County Manager as their contact agent. Chowan County Board of Commissioners concurs with this suggestion. Then, we would send the two Resolutions along with a formal letter requesting their assistance. From that point on, they will be contacting our agents to request any additional information needed for them to accomplish this task. After answering several questions, it was the consensus of the Board to moving forward with this Resolution at the April meeting.

BUDGET WORK SESSION SCHEDULE FOR FY 2017-18

After reviewing the dates with the Commissioners, County Manager Heath will be e-mailing the following list of Budget Work Sessions to the Board:

FY 17-18 Budget meetings with the Board of Commissioners

- April 10th: Departmental budget presentations
(Commissioners Room) 5:00-8:30pm
- April 11th: Departmental budget presentations
(Commissioners Room) 5:00-7:30pm
- April 17th: Joint work session with School Board (5:30 p.m.)
(Board of Education Administration Building)
- May 15th: Social Services (7 p.m.) and Board of Education (8 p.m.)
Budget Presentations (Commissioners Room)
- May 18th: Budget work session (7:00 p.m.) —At EMS building —
Looking at revenues and County Manager recommendations
- May 24th: Budget work session at EMS building (7 p.m.)
- May 25th: Budget work session at EMS building (7 p.m.)
- June 5th: Frank to present budget to the Board with budget ordinance
- June 19th: Budget public hearing and vote

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 7:55 p.m.

T. Kyle Jones, Chairman

Clerk to the Board

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ATTACHMENT A

ORDINANCE NO. 94

AN ORDINANCE IMPOSING A MORATORIUM ON THE ACCEPTANCE OF APPLICATIONS FOR CONDITIONAL USE PERMITS FOR LARGE SCALE SOLAR FARM FACILITIES IN PERQUIMANS COUNTY

WHEREAS, concerns have arisen regarding the adequacy of current Perquimans County ordinances related to large scale solar farm facilities and their potential effect on the health, safety and welfare of the citizens of Perquimans County; and

WHEREAS, the siting, construction, density, height, glare, maintenance and decommissioning of large scale solar farm facilities are affected by Perquimans County ordinances related to large scale solar farm facilities; and

WHEREAS, the rights and reasonable expectations of the citizens of Perquimans County and the developers of future large scale solar farm facilities may be affected by Perquimans County ordinances related to large scale solar farm facilities; and

WHEREAS, current Perquimans County ordinances related to large scale solar farm facilities may be inadequate to balance the rights and reasonable expectations of the citizens of Perquimans County and the developers of future large scale solar farm facilities; and

WHEREAS, the Board of Commissioners of Perquimans County is in need of a moratorium to allow the Board of Commissioners additional time to review and examine the adequacy of its current ordinances related to large scale solar farm facilities and to study appropriate options for the regulation or control of the height, size, location, density, setbacks, design standards, glare, decommissioning, maintenance, lighting, property value diminutions, and other characteristics of large scale solar farm facilities; and

WHEREAS, the Board of Commissioners is in need of a moratorium on applications for conditional use permits related to large scale solar farm facilities to maintain the status quo while the Board of Commissioners reviews the adequacy of its current ordinances related to large scale solar farm facilities; and

WHEREAS, the Board of Commissioners is in need of a moratorium on applications for building permits, conditional use permits and other county governmental approvals related to large scale solar farm facilities to determine what effects, if any, the current County ordinances related to large scale solar farm facilities have on the health, safety and welfare of the citizens of Perquimans County; and

WHEREAS, the Board of Commissioners considered the course of action of not enacting this moratorium and allowing the County Planning Board to continue to develop recommendations to the Board of Commissioners related to large scale solar farm facilities for the Board of Commissioners' later consideration, however the Board of Commissioners did not choose that course of action because such course of action was deemed inadequate to protect the health, safety and welfare of the citizens of Perquimans County because the developer of a large scale solar farm facility could apply to the County for approval of a large scale solar farm facility under the existing ordinances related to large scale solar farm facilities which ordinances the Board of Commissioners have deemed are in need of review in order to protect the health, safety and welfare of the citizens of Perquimans County; and

WHEREAS, in order to address the concerns which led to the enactment of this moratorium, the Board of Commissioners, during the duration of this moratorium, intends to take the following actions: direct the Perquimans County Planning Board to review and study existing County ordinances related to large scale solar farm facilities and to provide recommendations to the Board of Commissioners for any modifications to existing ordinances, review the recommendations of the Planning Board, develop draft regulations, present the draft regulations at public meetings, receive public comments to proposed draft modifications and adopt the final version of appropriate regulations for large scale solar farm facilities in Perquimans County.

WHEREAS, the duration of this moratorium of one hundred twenty days (120) is reasonably necessary to allow the Board of Commissioners adequate time to properly and meaningfully review existing ordinances and to take the actions set forth herein; and

WHEREAS, the Board of Commissioners has duly advertised its public hearing on this Ordinance Imposing a Moratorium on the issuance of Building Permits, Conditional Use Permits and Other Governmental Approvals for Solar Farm Facilities in the Perquimans Weekly on March 8 and March 15, 2017 and conducted the required public hearing on March 20, 2017, all in accordance with North Carolina General Statutes Sections 153A-323 and 153A-340(h); and

WHEREAS, in order to preserve the status quo while appropriate county controls and regulations are considered and prepared, the County may adopt temporary moratoria on any county development approval required by law, pursuant to North Carolina General Statutes Section 153A-340(h).

NOW, THEREFORE, BE IT ORDAINED by the Board of County Commissioners of Perquimans County THAT THERE IS hereby imposed a moratorium for a period of one hundred (120) days on the acceptance of applications for conditional use permits for the construction of any large scale solar farm facilities.

THAT this moratorium will allow the County time to develop and consider reasonable regulations that would protect the health, safety and welfare of current and future residents of the County, while providing certainty and appropriate protections for future developers of large scale solar farm facilities in Perquimans County.

THAT the duration of this moratorium is the minimum time that is needed to have the Perquimans County Planning Board to review and study existing County ordinances related to large scale solar farm facilities and to provide recommendations to the Board of Commissioners for any modifications to existing ordinances, review and study existing County ordinances related to large scale solar farm facilities, develop draft regulations, present the draft regulations at public meetings, receive public comments to proposed draft modifications and adopt the final version of appropriate regulations for solar farm facilities in Perquimans County.

THAT pursuant to North Carolina General Statutes Section 153A-340 (h), this moratorium ordinance shall not apply to any project for which a valid building permit issued pursuant to G.S. 153A-357 is outstanding, to any project for which a conditional use permit application or special use permit application has been accepted, or development set forth in a site-specific or phased development plan approved pursuant to G.S. 153A-344.1, or development for which substantial expenditures have already been made in good faith reliance on a prior valid administrative or quasi-judicial permit or approval related to the specific development, or to preliminary or final subdivision plats that have been accepted for review by the county prior to the call for public hearing to adopt the moratorium.

THAT this moratorium ordinance shall apply to unincorporated areas of Perquimans County, lying outside of the corporate limits or extraterritorial jurisdiction of any incorporated town.

The Perquimans County Board of Commissioners hereby adopts and enacts this ordinance which shall become effective immediately upon its adoption and shall expire on July 18, 2017.

Adopted this the 20th day of March, 2017.

Motion for adoption made by Charles Woodard and seconded by Joseph W. Haffler.

PERQUIMANS COUNTY BOARD OF COMMISSIONERS

T. Kyle Jones, Chairman

ATTEST:

Mary P. Hunnicutt, Clerk
Perquimans County Board of Commissioners

Approved as to form:

W. Hackney High, Jr.
County Attorney

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P.O. Box 7
Hertford, N.C. 27944



Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-4034

PERQUIMANS COUNTY TAX DEPARTMENT

April 3, 2017

PERQUIMANS COUNTY TAX RELEASE:

Charles Whidbee Estate	\$155,041
------------------------	-----------

Incorrect assessment on Parcel #5-0034-0039 reduced value from \$66,500 to \$39,300.
Difference \$27,200. Account Number 517980.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 21, 2017

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Anthony Johnson SOC. SEC. NO.: _____

POSITION: 911 Shift Supervisor DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: 04/01/2017

GRADE: 63 STEP: 8 SALARY: \$34,410

ENDING DATE OF PROBATIONARY PERIOD _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

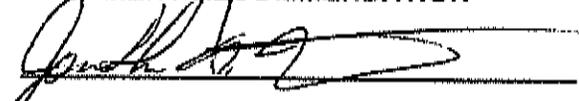
_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

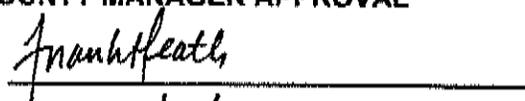
_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL


DATE: March 21, 2017


DATE: 3/30/17

FINANCE OFFICER

DATE: _____

Mary Hunnicutt

From: Jonathan <jnixon@perquimanscountync.gov>
Sent: Tuesday, March 21, 2017 12:44 PM
To: 'Wilma Jordan'; 'Frank Heath'; Mary Hunnicutt
Cc: Tracy Mathews; 'Anthony Johnson'; 'Krystal Agosto'
Subject: RE: Position at 911

Wilma,

By way of this email I am notifying Human Resources of your most recent decision not to take the part-time Telecommunicator position. I am disappointed but understand that you have a better employment opportunity with the NC University System.

Best Regards,

Jonathan A. Nixon, Director (ES-1)
Perquimans County Emergency Services
911 Communications – EMS – Emergency Management
159 Creek Drive - PO Box 563
Hertford, NC 27944
252-426-5646 ext 105
252-331-9817 Cell
252-426-1875 Fax

From: Wilma Jordan [<mailto:wjordan64@yahoo.com>]
Sent: Tuesday, March 21, 2017 11:38 AM
To: Jonathan Nixon
Subject: Position at 911

Good morning,

This email is follow up to our earlier discussion concerning the position at 911.

I am sending this email to inform you that at this time I will not be able to take this position as Telecommunicator at 911 .

I have accepted another job opportunity.

I would like to thank you for the consideration and opportunity.

Wilma Jordan

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3/27/17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: William Samuel Barrow

SOC. SEC. NO.: _____

POSITION: Planner

DEPT.: County Manager

NEW EMPLOYEE EFFECTIVE DATE: 5/1/17

GRADE: 72 STEP: 8 SALARY: \$51,136

ENDING DATE OF PROBATIONARY PERIOD: 5/1/18

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. DATE GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE: _____

W. Frank Heath, Jr.

DATE: 3/27/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3/27/17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Rhonda Money

SOC. SEC. NO.: _____

POSITION: GIS Mapper/Planner

DEPT.: County Manager/Tax

NEW EMPLOYEE EFFECTIVE DATE: ^(Promotion) 4/1/17

GRADE: 70 STEP: 11 SALARY: \$ 50,368

ENDING DATE OF PROBATIONARY PERIOD: 4/1/18

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE: _____

W. Frank Feath, Jr

DATE: 3/27/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 24, 2017

COUNTY OF PERQUIMANS
PART-TIME TELECOMMUNICATIONS EMPLOYEES

NAME: Darlene J. Lind SOC. SEC. NO.: _____

POSITION: Part-Time Fill-In Certified Telecommunicator 911 COMMUNICATIONS: X

NEW EMPLOYEE EFFECTIVE DATE: April 1, 2017

GRADE: 62 STEP: 1 SALARY: \$13.34 per hour

Complete following information only if for new employee.

ADDRESS: 736 Firetower Rd

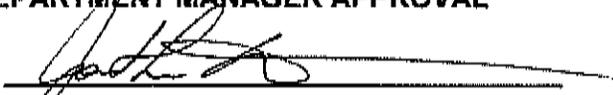
CITY/STATE/ZIP: Elizabeth City, NC 27909

PHONE NUMBER: 252-339-1030

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO
Date CERTIFICATION (PER ATTACHED STATE CERTIFICATE OF COMPLETION).

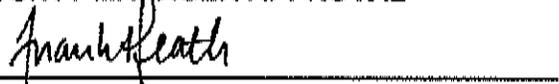
GRADE: _____ STEP: _____ SALARY: _____

DEPARTMENT MANAGER APPROVAL



DATE: 3-24-17

COUNTY MANAGER APPROVAL



DATE: 3/30/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 24, 2017

COUNTY OF PERQUIMANS
PART-TIME TELECOMMUNICATIONS EMPLOYEES

NAME: Edana N. Hart SOC. SEC. NO.: _____

POSITION: Part-Time Fill-In Noncertified Telecommunicator 911 COMMUNICATIONS: X

NEW EMPLOYEE EFFECTIVE DATE: April 1, 2017

GRADE: 60 STEP: 1 SALARY: \$12.21 per hour

Complete following information only if for new employee.

ADDRESS: 120 Ranch Drive

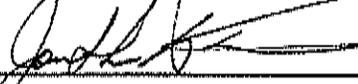
CITY/STATE/ZIP: Elizabeth City, NC 27909

PHONE NUMBER: 252-679-7104

 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO
Date CERTIFICATION (PER ATTACHED STATE CERTIFICATE OF COMPLETION).

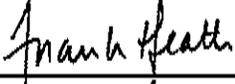
GRADE: _____ STEP: _____ SALARY: _____

DEPARTMENT MANAGER APPROVAL



DATE: 3-24-17

COUNTY MANAGER APPROVAL



DATE: 3/30/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 24, 2017

COUNTY OF PERQUIMANS
PART-TIME TELECOMMUNICATIONS EMPLOYEES

NAME: Corey L. Stallings SOC. SEC. NO.: _____

POSITION: Part-Time Fill-In Noncertified Telecommunicator 911 COMMUNICATIONS: X

NEW EMPLOYEE EFFECTIVE DATE: April 1, 2017

GRADE: 60 STEP: 1 SALARY: \$12.21 per hour

Complete following information only if for new employee.

ADDRESS: 559 Four Mile Desert Rd

CITY/STATE/ZIP: Hertford, NC 27944

PHONE NUMBER: 252-619-2203

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO
Date CERTIFICATION (PER ATTACHED STATE CERTIFICATE OF COMPLETION).

GRADE: _____ STEP: _____ SALARY: _____

DEPARTMENT MANAGER APPROVAL

Joseph S. [Signature]

DATE: 3-24-17

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 3/30/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 24, 2017

COUNTY OF PERQUIMANS
PART-TIME TELECOMMUNICATIONS EMPLOYEES

NAME: Katherine A. Weiss SOC. SEC. NO.: _____

POSITION: Part-Time Fill-In Noncertified Telecommunicator 911 COMMUNICATIONS: X

NEW EMPLOYEE EFFECTIVE DATE: April 1, 2017

GRADE: 60 STEP: 1 SALARY: \$12.21 per hour

Complete following information only if for new employee.

ADDRESS: 204 Academy St

CITY/STATE/ZIP: Gatesville, NC 27938

PHONE NUMBER: 252-357-8146

 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE RAISE DUE TO
Date CERTIFICATION (PER ATTACHED STATE CERTIFICATE OF COMPLETION).

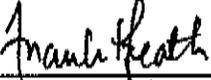
GRADE: STEP: SALARY:

DEPARTMENT MANAGER APPROVAL



DATE: 3-24-17

COUNTY MANAGER APPROVAL



DATE: 3/30/17

FINANCE OFFICER

DATE: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jonathan Miller

SOC. SEC. NO.: _____

POSITION: Deputy

DEPT.: Sheriff

NEW EMPLOYEE EFFECTIVE DATE: 4-1-2017

GRADE: 64 STEP: 1 SALARY: 30,304.00

ENDING DATE OF PROBATIONARY PERIOD: 4-1-18

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

Shelton White

DATE: 3-27-17

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 3/30/17

FINANCE OFFICER

DATE: _____



PERQUIMANS COUNTY SHERIFF'S OFFICE
SHERIFF SHELBY WHITE

110 NORTH CHURCH STREET
P. O. BOX 31
HERTFORD NC 27944
(252) 426-5615 Fax (252) 426-4019

TO: Frank Heath, County Manager

FROM: *Shelby White*
Shelby White, Sheriff

RE: Johnathan Miller

DATE: 3/27/17

Johnathan Miller has to go to BLET and upon completion his grade will change to 65 and step changed to 2 due to prior law enforcement in Virginia.



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

PERQUIMANS COUNTY TAX DEPARTMENT

March 30, 2017

To: The Perquimans County Board of Commissioners

It is with sadness from the Perquimans County Tax Department, yet, with much happiness for Debbie Stallings that I must inform you of her intent to retire. Her retirement will be effective July 1, 2017.

Ms. Stallings, Assistant Tax Administrator, has been an essential asset to both the Tax Department and the citizens of Perquimans County for twenty-eight years. She plans to enjoy time with her family.

Sincerely,

A handwritten signature in black ink that reads "Bill Jennings". The signature is written in a cursive, flowing style.

Bill Jennings
Perquimans County Tax Administrator

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper, and play.

March 25, 2017

Bill Jennings

Perquimans County Tax Administrator

Hertford, NC 27944

Dear Bill,

After many weeks of praying and thinking about it, I have finally decided to retire from the Tax Department effective July 1, 2017. This was not an easy decision but I feel now is the right time for me to move to the next season of my life and take the time to enjoy my family more.

I have enjoyed working for Perquimans County for the past 28 years. I want to thank the County for giving me the opportunity to serve the community in the Tax Office and being able to assist the citizens of Perquimans County. I will miss working with the Tax Department staff and other County employees.

Sincerely,


Debbie T. Stallings

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3/22/17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Rebecca Corprew

SOC. SEC. NO.

POSITION: IM Supervisor II

DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE:

STEP:

SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE:

STEP:

SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

 Date DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

GRADE: STEP: SALARY: \$

X 4-1-2017 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)

GRADE: 67 STEP: 3 SALARY: \$ 36,311.00

 _____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE:

Date: GRADE: STEP: SALARY: \$

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Susan Chaney

Frank Heath

DATE: 3/22/17

DATE: 3/23/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3/22/17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Beverly Pulley

SOC. SEC. NO.

POSITION: IMC II

DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

 DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date GRADE: STEP: SALARY: \$

4-1-2017 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: 63 STEP: 4 SALARY: \$ 31,211.00

 DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE:
Date: GRADE: STEP: SALARY: \$

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Susan Chaney

Frank Heath

DATE: 3/22/17

DATE: 3/23/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3/22/17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jovan Ward

SOC. SEC. NO.

POSITION: IMC II

DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE:

STEP:

SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE:

STEP:

SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

 DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date

GRADE: STEP: SALARY: \$

X 4-1-2017 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

Date

RAISE. (YEAR 2 3 4)

GRADE: 63 STEP: 4 SALARY: \$ 31,211.00

 _____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

Date

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE:

Date:

GRADE:

STEP:

SALARY: \$

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Suzan M Chaney

Frank Heath

DATE: 3/22/17

DATE: 3/23/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: March 21, 2017

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: CJ Wilson

SOC. SEC. NO.: _____

POSITION: EMT-I

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

4-1-16 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.

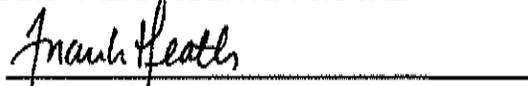
Date GRADE: 66 STEP: 4 SALARY: \$35,617

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL





DATE: 3-21-17

DATE: 3/30/17

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 3-21-17

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Stephen Chappell

SOC. SEC. NO.: _____

POSITION: Animal Control

DEPT.: Sheriff

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 62 STEP: 5 SALARY: 30,595

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

4-1-17 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: 62 STEP: 6 SALARY: 31,360

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

Shelton White

DATE: 3-21-17

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 3/30/17

FINANCE OFFICER

DATE: _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 14

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF APRIL, 2017, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-615-146	Extension - SHIP Funds	1,061	
10-348-000	State Grants - Senior Medicare	1,061	
EXPLANATION: To budget additional funds allocated to the SHIP program by Department of Insurance for FY 2016-17.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 3rd DAY OF APRIL, 2017.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF APRIL, 2017.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUND
NO. 15

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF APRIL, 2017, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-510-450	Sheriff Gun Permits	4,000	
10-351-000	Sheriff Fees	4,000	
10-500-150	Building Maintenance/Repair	13,000	
10-301-010	DMV Taxes/Budget Year	13,000	
10-470-040	Legal Services	30,000	
10-301-010	DMV Taxes/Budget Year	30,000	
EXPLANATION: To cover expenses for FY 2016-17.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 3rd DAY OF APRIL, 2017.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF APRIL, 2017.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 16

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF APRIL, 2017, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-690-921	Juvenile Detention		10,000
10-671-451	Restitution Program	10,000	
EXPLANATION: Corrects the Restitution Budget for FY 16/17 to match the State funds allocated for the Restitution Program - \$31,514 total.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 3rd DAY OF APRIL, 2017.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF APRIL, 2017.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 17

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF APRIL, 2017, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-690-938	Drainage Study		1,000
10-672-040	Mentoring/Professional	1,000	
EXPLANATION: To cover professional services for FY 16/17.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 3rd DAY OF APRIL, 2017.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF APRIL, 2017.

Chairman, Board of Commissioners

Finance Officer



MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

PERQUIMANS COUNTY BOARD OF COMMISSIONERS

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

T. KYLE JONES
CHAIRMAN
FONDELLA A. LEIGH
VICE CHAIR
JOSEPH W. HOFFLER
EDWARD R. MUZZULIN
WALLACE E. NELSON
CHARLES WOODARD
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

RESOLUTION LITTER SWEEP SPRING 2017 IN PERQUIMANS COUNTY

WHEREAS, the North Carolina Department of Transportation organizes an annual Spring statewide roadside cleanup to ensure clean and beautiful roads in North Carolina; and

WHEREAS, the Spring 2017 "*Litter Sweep*" roadside cleanup will take place April 15 – April 29, 2017, and encourages local governments and communities, civic and professional groups, businesses, churches, schools, families and individual citizens to participate in the Department of Transportation cleanup by sponsoring and organizing local roadside cleanups; and

WHEREAS, Adopt-A-Highway volunteers, Department of Transportation employees, Department of Correction inmates and community service workers, local government agencies, community leaders, civic and community organizations, businesses, churches, schools, and environmentally concerned citizens conduct annual local cleanups during "*Litter Sweep*" and may receive certificates of appreciation for their participation; and

WHEREAS, the great natural beauty of our State and a clean environment are sources of great pride for all North Carolinians, attracting tourists and aiding in recruiting new industries; and

WHEREAS, the cleanup will increase awareness of the need for cleaner roadsides, emphasize the importance of not littering, and encourage recycling of solid wastes; and

WHEREAS, the 2017 LITTER SWEEP cleanup will celebrate the 29th Anniversary of the North Carolina Adopt-A-Highway program and its over 5,760 volunteer groups that donate their labor and time year round to keep our roadsides clean.

WHEREAS, the LITTER SWEEP cleanup will be a part of educating the children of this Great State regarding the importance of a clean environment to the quality of life in North Carolina;

NOW, THEREFORE, BE IT RESOLVED that the Perquimans County Board of Commissioners do hereby proclaim April 15 – April 29, 2017, as "*SPRING LITTER SWEEP*" time in Perquimans County and encourage its citizens to take an active role in making our community cleaner and more beautiful.

ADOPTED the 3rd day of April, 2017.

(SEAL)

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

ATTESTED:

Mary P. Hunnicutt, Clerk to the Board
Perquimans County Board of Commissioners

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.



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CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

A RESOLUTION REQUESTING RESTORATION TO COUNTIES OF THE STATUTORILY AUTHORIZED APPROPRIATION OF LOTTERY FUNDS

WHEREAS, pursuant to Chapter 18C of the North Carolina General Statutes "the North Carolina State Lottery Act and the 2005 Appropriations Act was signed into law establishing the North Carolina Education Lottery. The act created the nine member North Carolina Lottery Commission to initiate, supervise and administer the education lottery"; and

WHEREAS, the North Carolina Education Lottery was promoted and supported on the basis of proceeds enhancing local governments' ability to adequately provide for education expenses; and

WHEREAS, the distribution to counties budgeted from proceeds in FY 2016-2017 has been drastically reduced to \$100 million in contrast to \$208 million at the previous statutory funding rate of 40%, which amounts to \$116,158 in Perquimans County in contrast to \$241,608 at the 40% rate; and

WHEREAS, pursuant to state law, the lottery funds that are allocated to the counties can be used for education for capital outlay projects, including the planning, construction, enlargement, improvement, repair, or renovation of public school buildings and for the purchase of land for public school buildings or for equipment to implement a local school technology plan (NCGS 115-546.2); and

WHEREAS, it is extremely difficult for the Boards of Commissioners and Boards of Education across this State to plan for improvements in school buildings and for technology equipment with the reduction of lottery funds.

NOW, THEREFORE, BE IT RESOLVED, that the Perquimans County Board of Commissioners respectfully requests that the Governor and the North Carolina General Assembly support the allocation to counties at their previous statutorily authorized portion of educational lottery funds to be used for capital needs and technology.

BE IT FURTHER RESOLVED that the Perquimans County Board of Commissioners fully supports the current SB 234, which would allocate additional lottery funds to Tier 1 & 2 counties, on a grant basis, for school capital construction.

BE IT FURTHER RESOLVED that copies of this Resolution are forwarded to the Local Legislative Delegation to the North Carolina General Assembly, the North Carolina Association of County Commissioners and to the other 99 North Carolina counties.

Adopted this the 3rd day of April, 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

ATTEST:

Clerk to the Board

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CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

April 3, 2017

Mr. Sammy Corbett
North Carolina Marine Fisheries Commission
P.O. Box 769
Morehead City, NC 28557

Re: Petition for Rulemaking

Dear Mr. Corbett:

I am writing to you on behalf of the Perquimans County Board of Commissioners. At their April 3, 2017 regular meeting, the Board voted to send this letter that supports Hyde County's Resolution recommending that the North Carolina Marine Fisheries Committee (MFC) deny the Petition for Rulemaking submitted by the North Carolina Wildlife Federation that proposes to designate the internal coastal and near oceanic waters of North Carolina special secondary nursery areas. The rules proposed in the Petition would close the internal coastal waters and near-shore oceanic waters of North Carolina to trawling unless opened by the North Carolina Division of Marine Fisheries (DMF), establish a shrimp size for shrimp trawling season to open, establish a more restrictive head rope size for shrimp trawls, create a trawl tow time for shrimp trawling, further restrict the taking of shrimp to daylight hours and three days per week, require the use of two DMF certified bycatch reduction devices in shrimp trawls, and create a recreational size limit of 8 inches for spot and 10 inches for croaker. The passage of this amendment would substantially affect the North Carolina residents, tourists, restaurants, and seafood retail.

A copy of the letter of support for Hyde County's Resolution opposing the Petition for Rulemaking will be forwarded to Governor Elect Roy Cooper, our Legislative Delegation, and each county in the State of North Carolina.

Sincerely yours,

T Kyle Jones, Chairman

TKJ/mh

cc: Representative Bob Steinburg
Senator Bill Cook
Governor Roy Cooper
Perquimans County Board of Commissioners

Tim Moore, Speak of the House
Phil Berger, President Pro Tempore
99 County Board of Commissioners

Perquimans County's Vision:

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COUNTY MANAGER

**Resolution of Support for Adequate Funding to meet the Mental Health,
Intellectual and Developmental Disabilities and Substance Use
Disorder Service Needs for Citizens of Perquimans County**

WHEREAS, Perquimans County knows that citizens dealing with mental illness and substance use disorders can achieve recovery with the appropriate services and supports and that citizens with intellectual and developmental disabilities can live productive lives in our communities with similar services and supports; and

WHEREAS, the funding needed for such services and supports is increasing due to North Carolina's increasing population and the opioid epidemic in our State; and

WHEREAS, Perquimans County is a member of Trillium Health Resources, a twenty-four county LME/MCO serving eastern North Carolina; and

WHEREAS, in accordance with the intent of the NC General Assembly and the NC Department of Health and Human Services, the Board of Trillium Health Resources has developed and is implementing a robust reinvestment plan to use savings that is benefiting the citizens of Perquimans County with such enhancements as accessible playgrounds, Access Point Kiosks, and new evidenced-based services; and

WHEREAS, the North Carolina General Assembly has made significant budget reductions in State funding for the past two years; and

WHEREAS, the formula used to allocate the reduction statewide in the current fiscal year was based on 2015 information which has resulted in a disproportionate reduction to Trillium Health Resources; and

WHEREAS, these budget reductions can no longer be absorbed by Trillium Health Resources without jeopardizing services to Perquimans County citizens, negatively impacting the lives of people in need of service as well as potentially impacting the local economy through job loss;

NOW, THEREFORE BE IT RESOLVED that we, the Perquimans County Board of Commissioners do hereby request that the North Carolina General Assembly:

- Maintain full State funding for mental health, developmental disabilities and substance abuse services without further reductions; and
- Allow Trillium Health Resources to continue to use its savings to reinvest in enhanced services in our communities rather than having to use that funding to replace State budget reductions; and
- Modify the formula by which any future reductions in funding are allocated, if such reductions must be made, to ensure the reduction is fairly distributed statewide.

ADOPTED this 3rd day of April, 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

SEAL

ATTEST:

Clerk to the Board

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper and play.

Transforming Lives



January 30, 2017

County Commissioners,

Over the past two fiscal years, the General Assembly has reduced State funding for mental health (MH), substance use disorder (SU), and intellectual/developmental disability services (I/DD) by \$263.7 million and required those reductions to be filled using LME/MCO one time savings.

LME/MCOs are subject to the requirements of the Local Government Commission in the Office of the State Treasurer. Among those requirements is that they must maintain at least thirty days which is 8% of cash on hand. This is just prudent business. For the seven LME/MCO's thirty days of cash is \$240.7 million dollars.

Trillium will have spent nearly \$40 million dollars of its own savings replacing state service funding reductions mandated by the General Assembly by June 30, 2017.

This has a direct impact on how Trillium Health Resources is managing its reinvestment funds and services for those with intellectual/developmental disabilities. Our unrestricted savings just this fiscal year will be reduced from \$18 million to an estimated \$3 million at year end. If reductions continue, Trillium will be forced to reduce state funded services and curtail reinvestment projects. State service reductions may have to include:

- Reducing State-funded group homes and other residential services for adults with mental illness and I/DD
- Reducing State-funded day programming for adults with I/DD
- Limiting most non-Medicaid consumers to outpatient therapy services only, instead of more effective evidence-based practices.
- Reinvestment projects curtailed may have to include:
 1. Replication of the Healing Transitions model for long-term substance use disorder recovery
 2. Expansion of inclusive day programs for children and adults with disabilities
 3. Expansion of crisis services

24-Hour Crisis Care & Service Enrollment - 877.685.2415

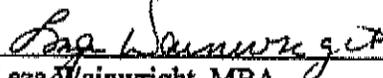
TrilliumHealthResources.org 201 West First St, Greenville, NC 27858-1132 866.998.2597 Fax: 252.215.6881



Finally, if any further reductions must be made, the formula mandated by the General Assembly on how those reductions are allocated among the LME/MCOs must be changed. The current formula, which tags the reduction to cash balances as of June 30, 2015, is very unfair to Trillium.

- At June 30, 2015, the Trillium cash balance was 15.11% of the statewide total, so we received 15.11% of the \$110.8 million reduction for SFY 2015-2016.
- At June 30, 2016, the Trillium cash balance was only 13.13% of the statewide total, but since the formula was not adjusted by the General Assembly, we still received 15.11% of the \$152.8 million reduction. This resulted in an additional reduction of \$3 million to Trillium.
- As of October 31, 2016, Trillium's cash balance was down to 11.61% of the statewide total, meaning our share of the 2016-2017 reduction is actually \$5.3 million more this year than our "fair share."

We are respectfully requesting that you consider adopting this resolution to express your support for providing Trillium with adequate funding to continue serving those with disabilities throughout our 24 counties.



Leza Wainwright, MBA
CEO, Trillium Health Resources

Trillium Health Resources Taking Care of Eastern NC



Transforming Lives
Trillium
HEALTH RESOURCES

Trillium Update

- Trillium Health Resources marked its one year anniversary on July 1, 2016 following the consolidation of East Carolina Behavioral Health and Coastal Care.
- Trillium continues to invest in innovation to meet the needs of individuals we serve and remains focused on delivering the right services, in the right amount, at the right time.
- We manage the behavioral health and I/DD services for the Medicaid and the indigent population.

Annual Gaps and Needs Process

Data Reviewed:

- Demographic and health information
- National prevalence data for MH/DD/SA issue
- Survey participants and stakeholders
- Complaints and grievances, Registry of Unmet Needs
- Geo-mapping data

Process:

- Online Survey
- On-site work with CFAC's and Board
- Compile and analyze data
- Develop strategies to address gaps and needs
- Present action plan to board for adoption

Reinvestment plan for Eastern NC

The results of the Gaps and Needs Assessment drives Trillium's Reinvestment Plan.

Trillium's Board for Directors in 2016 approved a Reinvestment plan that addressed major gaps and needs in eastern NC Mental Health Developmental Disabilities and Substance Abuse services system.

The plan is designed to improve care and quality of life for people with Mental Health, Substance Use Disorders or Intellectual and Developmental Disabilities.

Trillium's Reinvestment Plan

◦ Some of those projects include:

1. Healing Place
Facility for individuals who struggle with addiction
2. Oxford House
20 sober-living homes
3. Accessible playgrounds
30 playgrounds

Trillium's Reinvestment Plan Continued

4. Evidenced-Based Services and Supports
Child First
Mental Health First Aid Training
5. Access Point Kiosks
Mental Health and Substance Use Screenings

Current Statistics for 2015

- Served approximately 50,000 people
- Total Cost = \$340,242,416.01
- Over 400 Providers

Service Array in Perquimans County

- Out-patient /Medication Management
- Psychiatric Services
- Substance Abuse Individual Treatment/Group
- ChildFirst
- Residential
- Mobile Crisis Management
- Innovations
- IDD Day Programs
- Intensive In-home
- Multisystemic therapy

Statistics for Perquimans County

- Total Consumers served - 465
 - Mental Health - 386
 - Substance Use - 70
 - I/DD - 72
- Total Dollars - \$4,226,495

Trillium's Funding for Services

- Medicaid Funding 1915(b) and (b)(3) waivers
- Innovations Waiver
- State Funding
- County Funding
- Fund Balance or Savings

State Funding

- Trillium historically received approximately \$41 million in state single stream funding to be used for services
- Some of this funding is a match to federal block grant funding and required to be used for Mental Health and Substance Use disorders
- Some of this funding is required to be paid for legacy programs
- Approximately 20 million dollars annually has historically been used to fund services that Medicaid does not cover. This includes over 200 people living in group homes and many others who receive supports through day programs, Supported Employment, respite, developmental therapy etc..

What happened in the 2015-2016 budget process?

- Over the past two fiscal years, the General Assembly has reduced State funding for mental health (MH), substance use disorder (SU), and intellectual and other developmental disability services (I/DD) by \$263.7 million and required those reductions to be filled using LME/MCO savings.

What happened in the 2015-2016 budget process?

- The current formula the NCGA uses, which tags the reduction to cash balances as of June 30, 2015, is very unfair to Trillium. We have implemented our reinvestment plan, which has resulted in our cash balance decreasing relative to the other LME/MCOs.
 - At June 30, 2015, the Trillium cash balance was 15.11% of the statewide total, so we received 15.11% of the \$110.8 million reduction for SFY 2015-2016.
 - At June 30, 2016, the Trillium cash balance was only 13.13% of the statewide total, but since the formula was not adjusted, we still received 15.11% of the \$152.8 million reduction. This resulted in an additional reduction of \$3 million to Trillium.
 - As of October 31, 2016 (the latest statewide numbers available), Trillium's cash balance was down to 11.61% of the statewide total, meaning our share of the 2016-2017 reduction is actually \$5.3 million more this year than our "fair share."

Fund Balance/Savings Picture today

- In June, 2014 Trillium had approximately \$10.3 million in state fund balance.
- By June, 2016 that state fund balance was completely exhausted
- Trillium has had to use unrestricted Medicaid fund balance to assure services have continued
- If all continues as is by July 1, 2017 that unrestricted Medicaid fund balance may be less than \$3 million.

What is the potential impact going to be June 2017?

- Many people may lose services and be dependent on families to care for them or end up in more costly levels of care like nursing homes, hospitals or institutions.
- 236 people with Mental illness and Developmental Disabilities are at risk of losing their placement in group homes and having to move to higher levels of care because family is often not able to take care of their complex needs.
- 254 children with IDD may receive no services of any kind not even respite so the caregivers can recharge
- 319 Adults with IDD served by local day programs that have been part of communities for over 25 years may end up closing and those adults with IDD will be stuck at home
- Hundreds of jobs may be lost in every county some of which are already struggling communities with high unemployment rates.
- Some people's health and safety may be endangered without the support or supervision that is needed

What is Trillium doing?

- Advocating that the money be permanently restored to the budget for MHDDSA services
- If the General Assembly doesn't restore the funding, we ask that they acknowledge the innovations in the communities made by Trillium reinvestment and the improvement in the overall quality of life for people and ask that the NCGA readjust the formula is used to calculate what Trillium has to pay from savings since Trillium's saving has been impacted disproportionately in comparison to the other LMEMCOs.

What can you do?

- Call/Write/Email/Use Social media to get your legislators attention.
- As local elected county commissioners you can work with NCACC requesting they advocate with the NCGA and reach out individually to NCGA.
- Pass the resolution presented today to show your support for people with mental health, substance use and intellectual/developmental disabilities.

Mary Hunnicutt

From: Jonathan <jnixon@perquimanscountync.gov>
Sent: Wednesday, March 22, 2017 10:24 AM
To: 'Brandon Shoaf'; Fred Yates
Cc: 'Frank Heath'; 'Mary Hunnicutt'; Jarvis Winslow; 'Tom Ponte'; Mary Hunnicutt; Brian Parnell
Subject: Emergency Management Public Officials Conference

Mr. Shoaf and Mr. Yates,

I would like to invite you and your respective Town Councils to the County Commissioner's Meeting on Monday, April 3, 2017 for an *Emergency Management Public Officials Conference*. We are currently on the agenda for 7:10pm.

The purpose of this 10-15 minute presentation will be to provide details about our current Emergency Services program and to receive feedback from our elected officials. This event is also an activity for our Emergency Management Performance Grant. As I am sure you are aware, these funds are used to support the Emergency Management Program for all of Perquimans County.

Should you have any questions please feel free to give me a call. Please reply to this email confirming you are in receipt. I hope that you will be able to attend.

Thanks,

Jonathan A. Nixon, Director (ES-1)
Perquimans County Emergency Services
911 Communications – EMS – Emergency Management
159 Creek Drive - PO Box 563
Hertford, NC 27944
252-426-5646 or 252-426-7029 Office
252-331-9817 Cell
252-426-1875 Fax

**HAZARD MITIGATION GRANT PROGRAM (HMGP)
DR-4285 (HURRICANE MATTHEW)
LETTER OF INTEREST**

APPLICANT:	Perquimans County
COUNTY:	Perquimans County
POINT OF CONTACT NAME AND TITLE:	Jonathan A. Nixon, Emergency Services Director
ADDRESS:	PO Box 563 – Hertford, NC 27944
TELEPHONE:	(252) 426-5646
FAX:	(252) 426-1875
EMAIL:	jnixon@perquimanscountync.gov
NAME OF YOUR JURISDICTION'S LOCAL MITIGATION PLAN:	Albemarle Regional Hazard Mitigation Plan

Print Name: Kyle Jones Title: Chair, Perquimans County Commissioners

Signature: _____ Date: April 3, 2017

Eligible project types include: Acquisition (Buyouts), Elevation (House Raising), and Mitigation Reconstruction (Demo/Rebuild), Generators, Early Warning Systems, Regional Plans, Stormwater Management, Wind Retrofits, and the Mitigation of commercial properties. Please see the attached NCEM Notice of Funds Availability for important information pertaining to this funding cycle.

Federal Guidance: www.fema.gov/hazard-mitigation-assistance

1. **Description of problem to be mitigated:** Perquimans County estimates that there are two residential homes to be elevated.
2. **Description of previous damages and/or hazard history specific to the mitigation projects being submitted:** N/A
3. **Description of proposed project or mitigation measure:**
Residential property at 686 Chapanoke Road, Hertford, NC 27944 _ Elevation or Acquisition
Residential property at 698 Chapanoke Road, Hertford, NC 27944 _ Elevation or Acquisition
4. **Estimated Line Item Budget for Project Costs:** To be determined. Estimated property values (residential out buildings, and land) \$

5. Technical Assistance Needed from NCEM: (To help us provide you with the best possible level of customer service, please indicate how much support you anticipate needing from NCEM) – select all that apply:

- A. General, ongoing assistance and guidance
- B. Quite a bit of assistance
- C. Substantial hands-on assistance throughout the process
- D. Especially need support with intake of potential HMGP participants

We will need support from NCEM in providing data to support a Benefit-Cost Analysis, technical writing, cost estimating, etc.

6. NFIP Rep Loss Information

If you need a current copy of your community's severe repetitive loss list and/or repetitive loss list, please e-mail hmgrants@ncdps.gov and we will be in touch immediately.

7. Important Deadlines:

- A. **March 31, 2017 (Close of Business)** – Letters of Interest (LOIs) are due for all Expedited Sub-Applications. *Expedited LOIs and attachments can be sent anytime before for processing.* All documents to support a benefit-cost analysis are due. For acquisition and elevation projects, these include tax cards and elevation certificates (if available), as well as loss histories for all properties being mitigated. NCEM will conduct analysis to determine if projects are cost effective, including use of all waivers, and submit grant applications in NEMIS. ****Please note that Mitigation projects require a FEMA-approved and adopted Hazard Mitigation Plan at the time of submittal to FEMA, as well as on FEMA's subsequent award date, if selected.**** For technical assistance with these requirements, please contact Nick Burk, Section Manager for Hazard Mitigation Grants at (919) 825-2301 or Sharon Winstead, Hazard Mitigation Supervisor at (919) 825-2356. NCEM will provide grant writing support on expedited subapplications, especially to support emergency housing/resilience needs.
- B. **May 1, 2017 (Close of Business)** – Letters of Interest (LOIs) are due for Standard Sub-Applications including all previously mentioned required documentation. NCEM-HM will begin working with sub-recipients prior to ensure all required attachments have been retrieved and are formatted correctly.
- D. **June 19, 2017** – For standard sub-applications selected by NCEM to be submitted to FEMA, NCEM-HM will begin working with sub-recipients on a strong first draft of the grant application.
- E. **August 25, 2017** – Final drafts of grant applications are due to NCEM, integrating comments from NCEM Hazard Mitigation staff.

Please return completed LOI electronically to:

HM Grants Branch – Attention: Kathy Brewer
 Hazard Mitigation Branch
 e-mail: hmgrants@ncdps.gov



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

**PERQUIMANS COUNTY
TAX DEPARTMENT**

MARCH 2017-ENFORCED COLLECTIONS

GARNISHMENTS: \$5,444.21

PAYMENT AGREEMENTS: \$23,006.76

DEBT SETOFFS: \$370.32

Mary Hunnicutt

From: Brandi Jordan <bjordan@accog.org>
Sent: Tuesday, March 28, 2017 9:23 AM
To: mhunnicutt@perquimanscountync.gov
Subject: FW: Albemarle Commission Volunteers

From: madeline@mediacombb.net [mailto:madeline@mediacombb.net]
Sent: Monday, February 27, 2017 3:21 PM
To: Brandi Jordan
Cc: Frank Heath; kyle jones
Subject: Albemarle Commision Volunteers

Good Afternoon;

Sorry to do this to you , but I must resign my appointment to the Nursing Advisory Committee as my aging parents ages 83and 88 are needing more of my time with failing health. They will possibly be needing nursing home placement in our area which would also place a conflict of interest for me. As I'm their only family in the area , they need me more right now.

Thanks for the opportunity to serve and the trust you had placed in me. Hope that when the situation changes I my again be able to help.

Linda Swain

LIST OF VOLUNTEER APPLICATIONS

3/23/2017

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
11/21/14	Richardson, Sara	161 White Oak Avenue	Hertford	NC	27944	(252) 426-7810 (252) 333-4398	1. Adult Care Home Advisory Committee 2. 3. 4.	11/21/16
12/18/14	Smith, Jr., Lewis W.	127 Smith Cove Road lewis_smith@ncsu.edu	Hertford	NC	27944	(252) 426-7347 (252) 426-7164 (252) 331-3362	1. Planning Board 2. Agricultural Advisory Board 3. 4.	12/18/16
12/18/14	Jackson, Robert L.	186 Ainsley Road	Hertford	NC	27944	(757) 618-7569	1. Planning Board 2. 3. 4.	12/18/16
1/29/15	Finch, Jr., Johnnie	192 Cedarwood Blvd. johnnie.finchjr@gmail.com	Hertford	NC	27944	(252) 619-4037	1. Northeast Regional Workforce 2. 3. 4.	1/29/17
2/2/15	Reed, Deborah S.	1488 Center Hill Hwy deborahreed74@gmail.com	Hertford	NC	27944	(252) 331-5426	1. Board of Adjustment 2. Recreation Advisory Board 3. 4.	2/2/17
2/2/15	Hobbs, Benjamin C.	948 Pender Road hobbs@hobbsfurniture.com	Hertford	NC	27944	(252) 312-9609	1. Board of Adjustment 2. 3. 4.	2/2/17
4/10/15	Ingram, Kathleen	163 Bagley Swamp Road kathlingram@copper.net	Hertford	NC	27944	(252) 339-3754	1. Health Services 2. 3. 4.	4/10/17
4/13/15	McMullan, Philip	111 W. Camp Perry Road psmir@hughes.net	Hertford	NC	27944	(252) 264-2021	1. Eco Tourism 2. 3. 4.	4/13/17
5/8/15	Thomas, Matthew S.	357 Camp Cale Road matt@campcale.com	Hertford	NC	27944	(252) 334-7622 (252) 264-2513 (252) 334-7622	1. Special Steering Committee 2. 3. 4.	5/8/17

LIST OF VOLUNTEER APPLICATIONS

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
6/10/15	Layden, C. Douglas	105 Bay Branch Road geri.layden@gmail.com	Belvidere	NC	27919	(252) 297-2158 (252) 297-2875	1. Chamber of Commerce 2. Library 3. Historians 4. Regional Landfill Authority	6/10/17
7/28/15	Felton, Joyce Ann	115 Sharp's Lane igfelton68@yahoo.com	Hertford	NC	27944	(252) 426-5375 (252) 333-5508	1. Smart Start Board 2. Social Services Board 3. 4.	7/28/17
9/22/15 Updated	Mansfield, Evelyn L.	2275 Center Hill Highway no e-mail address	Hertford	NC	27944	(252) 426-4664	1. Adult Care Home Advisory Committee 2.	9/22/17
9/22/15 Updated	McNeal, Cathleen C.	104 New River Drive catmneal@gmail.com	Hertford	NC	27944	(252) 426-1425 (252) 435-4743	1. Chowan Hospital Board 2. Albemarle Hospital Board 3. Historic Hertford 4. Others as needed	9/22/17
9/23/15 Updated	Layden, Dianne M.	177 Perrys Bridge Road diannelayden@hughes.net	Belvidere	NC	27919	(252) 297-2596	1. Board of Elections 2. Social Services Board 3. Board of Adjustment (Resigned 11/3/14) 4.	9/23/17
11/5/15 Updated	Schultz, Brooke Lee	1251 Center Hill Highway bschultz@woodforest.com	Hertford	NC	27944	(252) 335-0074 (252) 548-4783	1. Animal Control Board 2. Economic Improvement Council 3. PAWS & AWARE 4. Smart Start Board	11/5/17
11/16/15 Updated	Mathis, Lynn W.	178 Sue Lane mahitabell@gmail.com lynn.mathis@ncdenr.gov	Hertford	NC	27944	(252) 264-3901 (252) 333-6619	1. Planning Board 2. RC&D 3. Albemarle Commission 4.	11/16/17
4/29/16 Updated	McNaught, Ruth	162 Roanoke Drive Rmckaught162@gmail.com	Hertford	NC	27944	(252) 426-5271 (252) 435-7605	1. Local Library Board 2. 3. 4.	4/29/18
5/10/16	Lennon, Alan	2349 Center Hill Highway awlennon76@gmail.com	Hertford	NC	27944	(252) 332-4951 (252) 569-3349	1. Economic Development Commission 2. Planning Board 3. Rural Planning Org. Steering Committee 4. Local Library Board	5/10/18

LIST OF VOLUNTEER APPLICATIONS

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
5/9/16	Damron, Charlotte	1425 Harvey Point chdamron@live.com	Hertford	NC	27944	(252) 426-4653 (252) 331-3440	1. Tourism Development Board 2. 3. 4.	5/9/18
5/2/16	Aples, Archie	1126 W. Grubb Street archieaples@yahoo.com	Hertford	NC	27944	(252) 482-1033 (575) 218-0606	1. Historic Hertford, Inc. 2. Local Library Board	5/2/18
7/30/14 Updated	Burket, Stephen G.	111 Shady Circle Sburket@ix.netcom.com	Hertford	NC	27944	(252) 426-3817 (252) 337-4303	1. Senior Citizen Advisory Board 2. 3. 4.	7/30/18
7/30/14 Updated	Hurdle, Pamela W.	297 Hurdletown Road townadmin@townofhertfordnc.com	Hertford	NC	27944	(252) 426-9263 (252) 426-7805 (252) 312-3774	1. Board of Adjustments 2. Economic Development Commission 3. Planning Board 4. Rural Planning Org. Steering Committee	7/30/18
7/12/16 Updated	Gordon, Nellie W.	1777 Harvey Point Road no e-mail address	Hertford	NC	27944	(252) 426-7807 (252) 426-8309	1. Adult Care Home Advisory Committee 2. 3. 4.	7/23/18
7/18/16 Updated	Simpson, Ernestine E.	398 Chapanoke Road ernestine_simpson@yahoo.com	Hertford	NC	27944	(252) 264-3284 (252) 435-7769	1. Adult Care Home Advisory Committee 2. Planning Board 3. Citizen Advisory Board 4. Senior Citizen Advisory Board	7/26/18
9/6/16	Swain, Linda E.	134 Laurel Street madelaine@mediacombb.net	Hertford	NC	27944	(252) 333-0324	1. Nursing Home Advisory Committee 2. Chowan Hospital Foundation 3. Aging Advisory Council 4. Albemarle District Jail	9/6/18
9/4/16 Updated	Roberts, III, A.O.	1632 New Hope Road eureseedfarms@yahoo.com	Hertford	NC	27944	(252) 464-2037 (252) 264-3326 (252) 333-9575	1. Planning Board 2. Voluntary Ag District Committee 3. Water Management Committee 4.	9/14/18
9/5/16 Updated	Lassiter, Brenda	725 Sandy Cross Road blassiter@gpschools.org	Belvidere	NC	27919	(252) 297-2740	1. Planning Board 2. Board of Commissioners 3. 4.	9/5/18

LIST OF VOLUNTEER APPLICATIONS

3/23/2017

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
9/15/16 Updated	Lacefield, Charles	234 Beech Point Blvd. cwlacefield@earthlink.net	Hertford	NC	27944	(252) 426-4851 (252) 619-4256	1. COA - Board of Trustees 2. Chowan Hospital Board 3. Board of Commissioners' Facilitator 4.	9/15/18
9/24/16 Updated	Overman, Pete	P.O. Box 105 saltpeterpete@hotmail.com	Hertford	NC	27444	(252) 426-7814 (252) 426-7117 (252) 331-9001	1. Planning Board 2. Any other as needed 3. 4.	9/24/18
8/30/12 Updated	Winslow, III, Lynwood C.	1209 Belvidere Road lcwiii@inteliport.com	Belvidere	NC	27919	(252) 297-6632	1. Planning Board 2. Board of Adjustments 3. 4.	8/30/18
9/15/16 Updated	Blanchard, Terissa J.	228 Bethany Church Road tblanchard@pcs.k12.nc.us	Belvidere	NC	27919	(252) 297-2561 (252) 426-7355 (252) 339-5973	1. Social Services Board 2. Albemarle Hospital Board of Trustees 3. COA - Board of Trustees 4. Smart Start Board	9/15/18
9/24/16 Updated	Page, Frank	147 Explorer Arch page3@embarqmail.com	Hertford	NC	27944	(252) 426-1149 (757) 376-2001	1. Minzies Creek Utility District 2. 3. 4.	9/24/18
8/26/14 Updated	Knight, Marshall	751 Body Road marshallknight751@centurylink.net	Hertford	NC	27944	(252) 264-3201	1. Board of Adjustments 2. Planning Board 3. 4.	8/26/18
10/12/16 Updated	Kahl, Paul	402 Woodland Church Rd. escu50viking@yahoo.com	Hertford	NC	27944	(252) 338-1144 (252) 457-5400	1. Planning Board 2. Albemarle District Jail Commission 3. 4.	10/12/18
10/12/16	Antoine J. Moore	116 Sydni Street ajavonmoore@gmail.com	Hertford	NC	27944	(252) 335-0582 (252) 339-1505	1. Planning Board 2. 3. 4.	10/12/18
2/14/17	Juanita T. Bailey	190 Weight Station Road	Hertford	NC	27944	(252) 562-3049	1. Senior Citizens Advisory Board 2. 3. 4.	2/14/19



MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

PERQUIMANS COUNTY BOARD OF COMMISSIONERS

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

T. KYLE JONES
CHAIRMAN
FONDELLA A. LEIGH
VICE CHAIR
JOSEPH W. HOFFLER
EDWARD R. MUZZULIN
WALLACE E. NELSON
CHARLES WOODARD
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

RESOLUTION OF INTENT TO REQUEST THE NORTH CAROLINA GEODETIC SURVEY TO RESURVEY THE BOUNDARY LINE BETWEEN CHOWAN COUNTY AND PERQUIMANS COUNTY, NORTH CAROLINA PURSUANT TO N.C.G.S. 153A-18a

WHEREAS, the North Carolina Geodetic Survey (hereinafter "NCGS") has been designated and funded by the North Carolina General Assembly to assist with the resurvey of ambiguous or uncertain county boundaries pursuant to North Carolina General Statute 153A-18a; and

WHEREAS, pursuant to N.C.G.S. 153A-18a, if two or more counties are uncertain as to the exact boundary between them, the counties may cause the boundary to be surveyed, marked and mapped; and

WHEREAS, it has come to the attention of the Perquimans County Board of Commissioners (hereinafter "Board of Commissioners") that the boundary line between Chowan County and Perquimans County may be uncertain; and

WHEREAS, the North Carolina Geodetic Survey has established procedures (hereinafter "NCGS procedures") for counties to request a resurvey of a county's boundary lines where there is reason to believe that a county's boundary line is uncertain; and

WHEREAS, the NCGS procedures call for counties affected by an uncertain boundary line to pass a resolution of intent to request the North Carolina Geodetic Survey to resurvey uncertain boundary lines between counties and to designate and appoint a contact agent to assist NCGS in the resurvey of the uncertain boundary line; and

WHEREAS, representatives of Chowan County and Perquimans County have discussed the uncertain boundary line between the two counties and have indicated a desire for the two counties to request the assistance of the North Carolina Geodetic Survey in resurveying the boundary line.

NOW THEREFORE, pursuant to the NCGS procedures for the purposes of requesting the assistance of the North Carolina Geodetic Survey in resurveying the boundary line between Chowan County and Perquimans County, the Perquimans County Board of Commissioners resolves and declares:

1. That Perquimans County Manager Frank Heath be designated and appointed the contact agent for Perquimans County to assist NCGS in the resurvey of the boundary line between Chowan County and Perquimans County.
2. That Perquimans County Manager Frank Heath and County Attorney W. Hackney High, Jr. be authorized to request, and shall request, the assistance of the NCGS in resurveying the boundary line between Chowan County and Perquimans County.
3. That the Perquimans County Manager and Perquimans County Attorney shall work cooperatively with the Chowan County Manager and Chowan County Attorney in completing a resurvey of the boundary line between the two counties and that the Perquimans County Manager and Perquimans County Attorney be authorized to take such actions as may be required in order to do so.
4. That a copy of this resolution be placed in the minutes of the April 3, 2017 meeting of the Perquimans County Board of Commissioners.

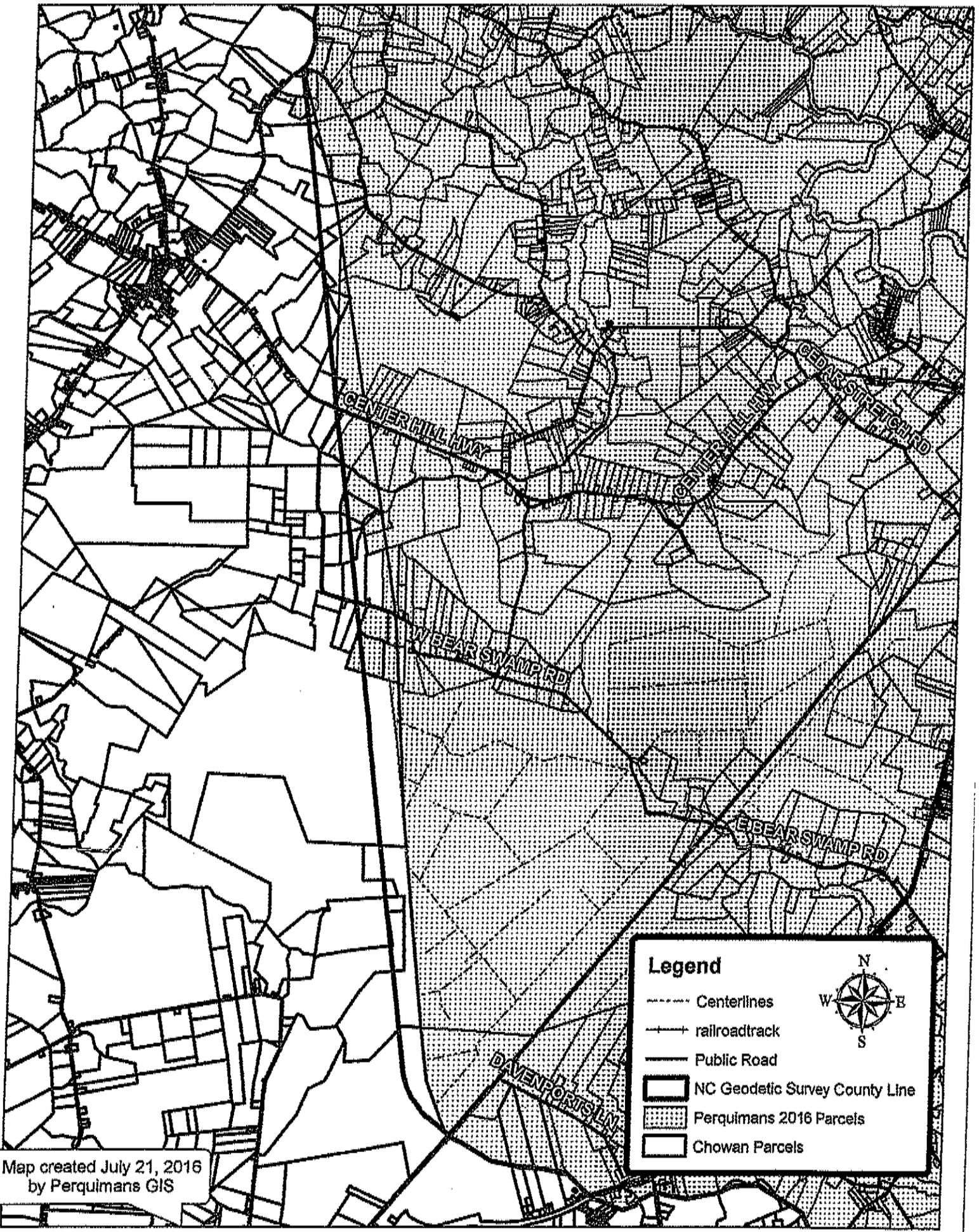
ADOPTED this the 3rd day of April, 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

SEAL

Clerk to the Board

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper and play.



Map created July 21, 2016
by Perquimans GIS

SFR Contracts

From: Brendan Nolan <bnolan@thewootencompany.com>
To: Frank Heath (frankheath@perquimanscountync.gov) <frankheath@perquimanscountync.gov>
Date: 3/30/2017 3:37 PM

Frank,

All the bids for Case #5 are relatively close together. Eure and Sons Construction, though the 3rd high bidder, is the most logical award based on the fact that the low bidder, B and B Construction indicated he would only be able to handle one case and the second low bidder, William Holley is only eligible to receive one probationary case as they are currently only "conditionally approved" under the SFR Program. After satisfactorily completing their first contract, Holley can become an "approved" contractor and be awarded future contracts.

Holley is low bidder on Case #6 but their bid is more than 25% below the official cost estimate and not eligible for consideration. B and B Construction is second low bidder and with a modest cost/work scope reduction, be within budget.

Holley is low bidder on Case # 7 and the logical choice for award.

In summary, please consider:

- Case #5, Eure and Sons construction
- Case #6, B and B Construction
- Case #7, William Holley Construction

This scenario is a little complicated so please call me with any questions.

Brendan Nolan

Project Coordinator

The Wooten Company

301 West 14th Street

Greenville, NC 27834

252.757.1098

Fax 252.757.3221

www.thewootencompany.com

FOR
INFORMATION
ONLY
ITEMS

2009-2016 Shelter Stats (Cats/Dogs):

	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Chowan	586/538	770/479	n/a*	697/349	618/428	489/478
Gates	355/364	416/292	n/a*	246/210	368/238	249/228
Perquimans	448/319	397/385	n/a*	374/232	536/258	307/362
Intake Totals	1,389/1,221	1,583/1,156	1,559/899	1,317/791**	1,522/924***	1,045/1,068
Euthanized	1,237/750	1,453/621	1,427/374	1,034/436	1,132/304	864/393
Adopted	116/198	92/205	64/143	39/91	94/107	41/48 + 1 parrot
RTO	13/172	17/129	22/96	14/57	28/92	7/66
Rescued	n/a	15/188	46/286	65/372	220/402	112/549 + 5 parrots & 6 bunnies

Additional stats:

Brought to shelter by AC:

Chowan 357/366
 Gates 166/200
 Perquimans 264/328

Turned in by owner:

Chowan 132/112
 Gates 83/28
 Perquimans 43/34

Died in care: 15/3

<u>Cats/Dogs</u>	<u>2015</u>	<u>2016</u>
Chowan	511/290	493/402
Gates	184/165	176/101
Perquimans	445/252	364/227
Intake totals:	1,140/707	1,033/730
Euthanized:	894/223	777/237
Adopted:	53/44	100/74
RTO	7/72	8/75
Rescued:	194/336	121/324
Additional stats:		
Brought to shelter by AC:		
Chowan	408/204	384/263
Gates	136/131	119/60
Perquimans	341/175	269/158
Turned in by owner:		
Chowan	103/86	109/139
Gates	48/34	57/41
Perquimans	104/77	95/69
Returned to owner (RTO):		
Chowan	3/36	4/42
Gates	0/7	0/3
Perquimans	4/29	4/30
Died in care:	3 cats	13/4

Please note:

- Year-end numbers will not add up because some animals are still in the shelter on January 1.
- On the report that is filed with the state, because there is not a space for "rescue," the rescue number has been combined with "adopted" number per state inspector.

*2011: breakdown by county not available (previous director did not publish the breakdown prior to her departure and the files have not been found.)

**2012: numbers may be low because the shelter was closed to most incoming animals for a few weeks due to staffing shortages and in particular between the time the previous director left and Dana arrived.

***2013: numbers may be low because shelter was closed the month of October for the flooring/painting project.

Logout

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NACo Prescription Drug Discount Card Program

PERQUIMANS COUNTY, NC

	TOTAL PLAN	PLAN PRICE	% OF PLAN PRICE	RETAIL PRICE	% OF RETAIL PRICE	MEMBER COST	AVERAGE MEMBER COST	RETAIL PRICE	AVERAGE RETAIL PRICE	AVERAGE RETAIL PRICE	AVERAGE PRICE SAVINGS	% OF PRICE SAVINGS	TOTAL UTILIZERS
									PRICE	PRICE			
2017													
JANUARY	2	1	50.00%	1	50.00%	\$ 70.80	\$ 35.40	\$ 86.28	\$ 43.14	\$ 15.48	\$ 7.74	17.94%	1
2016													
DECEMBER	2	1	50.00%	1	50.00%	\$ 57.24	\$ 28.62	\$ 77.14	\$ 38.57	\$ 19.90	\$ 9.95	25.80%	2
SEPTEMBER	2	0	0.00%	2	100.00%	\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
AUGUST	1	0	0.00%	1	100.00%	\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
JULY	3	2	66.67%	1	33.33%	\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
JUNE	2	0	0.00%	2	100.00%	\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
MAY	1	0	0.00%	1	100.00%	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
APRIL	1	1	100.00%	0	0.00%	\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
FEBRUARY	3	1	33.33%	2	66.67%	\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
2015													
OCTOBER	4	1	25.00%	3	75.00%	\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
SEPTEMBER	2	0	0.00%	2	100.00%	\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
JUNE	5	1	20.00%	4	80.00%	\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
MAY	1	1	100.00%	0	0.00%	\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
APRIL	1	1	100.00%	0	0.00%	\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
MARCH	4	1	25.00%	3	75.00%	\$ 74.37	\$ 18.59	\$ 85.13	\$ 21.28	\$ 10.76	\$ 2.69	12.64%	3
JANUARY	5	4	80.00%	1	20.00%	\$ 104.75	\$ 20.95	\$ 201.94	\$ 40.39	\$ 97.19	\$ 19.44	48.13%	3
2014													
DECEMBER	9	7	77.78%	2	22.22%	\$ 172.04	\$ 19.12	\$ 267.10	\$ 29.68	\$ 95.06	\$ 10.56	35.59%	3
NOVEMBER	12	10	83.33%	2	16.67%	\$ 392.68	\$ 32.72	\$ 815.33	\$ 67.94	\$ 422.65	\$ 35.22	51.84%	5
OCTOBER	7	6	85.71%	1	14.29%	\$ 200.55	\$ 28.65	\$ 419.24	\$ 59.89	\$ 218.69	\$ 31.24	52.16%	4
SEPTEMBER	4	4	100.00%	0	0.00%	\$ 75.50	\$ 18.88	\$ 159.07	\$ 39.77	\$ 83.57	\$ 20.89	52.54%	3
AUGUST	12	8	66.67%	4	33.33%	\$ 436.48	\$ 36.37	\$ 789.55	\$ 65.80	\$ 353.07	\$ 29.42	44.72%	5
JULY	8	4	50.00%	4	50.00%	\$ 141.44	\$ 17.68	\$ 315.63	\$ 39.45	\$ 174.19	\$ 21.77	55.19%	5
JUNE	11	5	45.45%	6	54.55%	\$ 154.19	\$ 14.02	\$ 200.87	\$ 18.26	\$ 46.68	\$ 4.24	23.24%	5
MAY	10	6	60.00%	4	40.00%	\$ 388.80	\$ 38.88	\$ 692.10	\$ 69.21	\$ 303.30	\$ 30.33	43.82%	6
APRIL	11	6	54.55%	5	45.45%	\$ 260.41	\$ 23.67	\$ 437.49	\$ 39.77	\$ 177.08	\$ 16.10	40.48%	6
MARCH	13	8	61.54%	5	38.46%	\$ 454.73	\$ 34.98	\$ 621.46	\$ 47.80	\$ 166.73	\$ 12.83	26.83%	7
FEBRUARY	7	4	57.14%	3	42.86%	\$ 269.48	\$ 38.50	\$ 540.19	\$ 77.17	\$ 270.71	\$ 38.67	50.11%	4
JANUARY	12	8	66.67%	4	33.33%	\$ 249.29	\$ 20.77	\$ 410.01	\$ 34.17	\$ 160.72	\$ 13.39	39.20%	6
2013													
DECEMBER	13	10	76.92%	3	23.08%	\$ 285.55	\$ 21.97	\$ 640.79	\$ 49.29	\$ 355.24	\$ 27.33	55.44%	5
NOVEMBER	9	5	55.56%	4	44.44%	\$ 254.72	\$ 28.30	\$ 579.18	\$ 64.35	\$ 324.46	\$ 36.05	56.02%	3
OCTOBER	11	6	54.55%	5	45.45%	\$ 294.94	\$ 26.81	\$ 444.01	\$ 40.36	\$ 149.07	\$ 13.55	33.57%	7
SEPTEMBER	8	5	62.50%	3	37.50%	\$ 259.86	\$ 32.48	\$ 424.60	\$ 53.08	\$ 164.74	\$ 20.59	38.80%	4
AUGUST	12	7	58.33%	5	41.67%	\$ 355.30	\$ 29.61	\$ 780.04	\$ 65.00	\$ 424.74	\$ 35.40	54.45%	6
JULY	11	8	72.73%	3	27.27%	\$ 240.23	\$ 21.84	\$ 407.28	\$ 37.03	\$ 167.05	\$ 15.19	41.02%	6
JUNE	7	1	14.29%	6	85.71%	\$ 44.33	\$ 6.33	\$ 89.23	\$ 12.75	\$ 44.90	\$ 6.41	50.32%	3
MAY	14	10	71.43%	4	28.57%	\$ 453.90	\$ 32.42	\$ 796.58	\$ 56.90	\$ 342.68	\$ 24.48	43.02%	6
APRIL	14	5	35.71%	9	64.29%	\$ 229.20	\$ 16.37	\$ 316.32	\$ 22.59	\$ 87.12	\$ 6.22	27.54%	6
MARCH	5	2	40.00%	3	60.00%	\$ 51.84	\$ 10.37	\$ 89.03	\$ 17.81	\$ 37.19	\$ 7.44	41.77%	3
FEBRUARY	5	3	60.00%	2	40.00%	\$ 58.31	\$ 11.66	\$ 100.07	\$ 20.01	\$ 41.76	\$ 8.35	41.73%	4
JANUARY	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
2012													
DECEMBER	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
NOVEMBER	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
OCTOBER	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
SEPTEMBER	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
AUGUST	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
JULY	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
JUNE	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
MAY	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
APRIL	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
MARCH	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8

FEBRUARY	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
JANUARY	15	7	46.67%	8	53.33%	\$ 296.17	\$ 19.74	\$ 388.23	\$ 25.88	\$ 92.06	\$ 6.14	23.71%	5
2011													
DECEMBER	24	15	62.50%	9	37.50%	\$ 444.97	\$ 18.54	\$ 677.97	\$ 28.25	\$ 233.00	\$ 9.71	34.37%	7
NOVEMBER	26	15	57.69%	11	42.31%	\$ 650.19	\$ 25.01	\$ 1,059.27	\$ 40.74	\$ 409.08	\$ 15.73	38.62%	7
OCTOBER	22	10	45.45%	12	54.55%	\$ 360.54	\$ 16.39	\$ 548.26	\$ 24.92	\$ 187.72	\$ 8.53	34.24%	6
SEPTEMBER	14	10	71.43%	4	28.57%	\$ 533.07	\$ 38.08	\$ 833.62	\$ 59.54	\$ 300.55	\$ 21.47	36.05%	8
AUGUST	10	7	70.00%	3	30.00%	\$ 179.61	\$ 17.96	\$ 328.27	\$ 32.83	\$ 148.66	\$ 14.87	45.29%	5
JULY	12	9	75.00%	3	25.00%	\$ 357.78	\$ 29.82	\$ 588.34	\$ 49.03	\$ 230.56	\$ 19.21	39.19%	7
JUNE	16	7	43.75%	9	56.25%	\$ 444.85	\$ 27.80	\$ 598.37	\$ 37.40	\$ 153.52	\$ 9.60	25.66%	9
MAY	23	13	56.52%	10	43.48%	\$ 302.25	\$ 13.14	\$ 546.03	\$ 23.74	\$ 243.78	\$ 10.60	44.65%	10
APRIL	34	20	58.82%	14	41.18%	\$ 1,351.54	\$ 39.75	\$ 1,653.09	\$ 48.62	\$ 301.55	\$ 8.87	18.24%	7
MARCH	24	16	66.67%	8	33.33%	\$ 863.78	\$ 35.99	\$ 1,269.41	\$ 52.89	\$ 405.63	\$ 16.90	31.95%	9
FEBRUARY	15	11	73.33%	4	26.67%	\$ 468.52	\$ 31.23	\$ 653.27	\$ 43.55	\$ 184.75	\$ 12.32	28.28%	8
JANUARY	23	18	78.26%	5	21.74%	\$ 971.94	\$ 42.26	\$ 1,440.98	\$ 62.65	\$ 469.04	\$ 20.39	32.55%	11
2010													
DECEMBER	25	16	64.00%	9	36.00%	\$ 918.07	\$ 36.72	\$ 1,252.64	\$ 50.11	\$ 334.57	\$ 13.38	26.71%	12
NOVEMBER	25	19	76.00%	6	24.00%	\$ 1,241.89	\$ 49.68	\$ 1,707.72	\$ 68.31	\$ 465.83	\$ 18.63	27.28%	14
OCTOBER	23	17	73.91%	6	26.09%	\$ 1,005.50	\$ 43.72	\$ 1,272.23	\$ 55.31	\$ 266.73	\$ 11.60	20.97%	11
SEPTEMBER	36	19	52.78%	17	47.22%	\$ 1,024.85	\$ 28.47	\$ 1,346.45	\$ 37.40	\$ 321.60	\$ 8.93	23.89%	14
AUGUST	32	22	68.75%	10	31.25%	\$ 1,113.97	\$ 34.81	\$ 1,462.53	\$ 45.70	\$ 348.56	\$ 10.89	23.83%	12
JULY	31	20	64.52%	11	35.48%	\$ 1,094.45	\$ 35.30	\$ 1,481.76	\$ 47.80	\$ 387.31	\$ 12.49	26.14%	15
JUNE	32	22	68.75%	10	31.25%	\$ 885.45	\$ 27.67	\$ 1,257.48	\$ 39.30	\$ 372.03	\$ 11.63	29.59%	15
MAY	25	18	72.00%	7	28.00%	\$ 1,043.40	\$ 41.74	\$ 1,442.16	\$ 57.69	\$ 398.76	\$ 15.95	27.65%	14
APRIL	29	17	58.62%	12	41.38%	\$ 695.70	\$ 23.99	\$ 983.67	\$ 33.92	\$ 287.97	\$ 9.93	29.28%	12
MARCH	23	19	82.61%	4	17.39%	\$ 832.14	\$ 36.18	\$ 1,189.55	\$ 51.72	\$ 357.41	\$ 15.54	30.05%	9
FEBRUARY	15	13	86.67%	2	13.33%	\$ 429.41	\$ 28.63	\$ 594.23	\$ 39.62	\$ 164.82	\$ 10.99	27.74%	8
JANUARY	23	16	69.57%	7	30.43%	\$ 701.41	\$ 30.50	\$ 906.21	\$ 39.40	\$ 204.80	\$ 8.90	22.60%	13
2009													
DECEMBER	44	27	61.36%	17	38.64%	\$ 1,296.18	\$ 29.46	\$ 1,588.69	\$ 36.11	\$ 292.51	\$ 6.65	18.41%	13
NOVEMBER	34	25	73.53%	9	26.47%	\$ 1,451.51	\$ 42.69	\$ 1,789.48	\$ 52.63	\$ 337.97	\$ 9.94	18.89%	13
OCTOBER	41	27	65.85%	14	34.15%	\$ 1,077.88	\$ 26.29	\$ 1,329.32	\$ 32.42	\$ 251.44	\$ 6.13	18.91%	14
SEPTEMBER	43	29	67.44%	14	32.56%	\$ 1,201.33	\$ 27.94	\$ 1,581.39	\$ 36.78	\$ 380.06	\$ 8.84	24.03%	9
AUGUST	22	10	45.45%	12	54.55%	\$ 1,101.97	\$ 50.09	\$ 1,449.33	\$ 65.88	\$ 347.36	\$ 15.79	23.97%	12
JULY	40	25	62.50%	15	37.50%	\$ 1,220.48	\$ 30.51	\$ 1,525.98	\$ 38.15	\$ 305.50	\$ 7.64	20.02%	15
JUNE	43	25	58.14%	18	41.86%	\$ 1,687.31	\$ 39.24	\$ 2,005.31	\$ 46.64	\$ 318.00	\$ 7.40	15.86%	12
MAY	27	18	66.67%	9	33.33%	\$ 505.00	\$ 18.70	\$ 676.07	\$ 25.04	\$ 171.07	\$ 6.34	25.30%	12
APRIL	21	12	57.14%	9	42.86%	\$ 818.43	\$ 38.97	\$ 1,001.85	\$ 47.71	\$ 183.42	\$ 8.73	18.31%	10
MARCH	19	16	84.21%	3	15.79%	\$ 489.88	\$ 25.78	\$ 677.12	\$ 35.64	\$ 187.24	\$ 9.85	27.65%	10
FEBRUARY	24	20	83.33%	4	16.67%	\$ 1,107.28	\$ 46.14	\$ 1,433.51	\$ 59.73	\$ 326.23	\$ 13.59	22.76%	12
JANUARY	25	20	80.00%	5	20.00%	\$ 756.68	\$ 30.27	\$ 990.03	\$ 39.60	\$ 233.35	\$ 9.33	23.57%	9
2008													
DECEMBER	18	13	72.22%	5	27.78%	\$ 406.29	\$ 22.57	\$ 565.36	\$ 31.41	\$ 159.07	\$ 8.84	28.14%	8
NOVEMBER	14	11	78.57%	3	21.43%	\$ 282.75	\$ 20.20	\$ 388.32	\$ 27.74	\$ 105.57	\$ 7.54	27.19%	8
OCTOBER	1		1100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1

PERQUIMANS COUNTY	PLAN TOTAL	PLAN PRICED	PLAN PRICED %	RETAIL PRICED	RETAIL PRICED %	MEMBER COST	AVERAGE MEMBER COST	RETAIL PRICE	AVERAGE RETAIL PRICE	RETAIL PRICE	AVERAGE RETAIL PRICE	PRICE SAVINGS	AVERAGE PRICE SAVINGS	PRICE % SAVINGS	TOTAL UTILIZERS
TOTALS:	1,412	884	62.61%	528	37.39%	\$ 41,231.50	\$ 29.20	\$ 59,306.05	\$ 42.00	\$ 18,074.55	\$ 12.80	\$ 30.48%	606.00		

Column Headers from left to right:

1. Total Rx's: This is the total number of Rx's that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
2. Plan Priced Rx's: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or

- under a special purchase arrangement. This is the amount of Rxs that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rxs: What percentage of the total attempted Rxs adjudicated via best price with the card.
 4. Retail Priced Rxs: How many prescriptions where the pharmacy had a lower price.
 5. % Retail Priced Rxs: Percentage of Rxs where the pharmacy had a lower price.
 6. Total Drug Cost: All prescriptions totaled together at their card discount prices.
 7. Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
 8. Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
 9. Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
 10. Price Savings: Total dollar savings for all Rxs filled with the card.
 11. Average Price Savings: Average price savings per prescription.
 12. % Price Savings: Percentage price savings per prescription.
 13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions *i.e.* some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

As always, if you have questions, don't hesitate to contact me. Thank you for being a member county, borough or parish and participating in this member program.

Andrew Goldschmidt
Director, Membership/Marketing
NACo--National Association of Counties

DEPARTMENT HEAD REPORTS

SUBJ-ADDRESS 111 Linden St.
 ORDINANCE VIOLATED solid waste
 NOTES Keep case open to document renovation and permits
 3/22/2017 - all but one section of buildings demolished and removed
 some solid waste visible - could not verify owner
 Check for solid waste & junk

DISPOSITION record & investigate

DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 754 Woodville Rd.

ORDINANCE VIOLATED

NOTES 3/20/17 both found burned - need debris removal
 S/w (2) delap Need to sort & update

DISPOSITION verify cleanup or not - send letter

DISPOSITION DATE 3/27/2017

SUBJ-ADDRESS 134 River Cove Lane

ORDINANCE VIOLATED

NOTES abandoned house and some trash in carport
 Plantif says rotten, infested and termites, willing to buy and remove.

DISPOSITION investigate further

DISPOSITION DATE 3/27/2017

SUBJ-ADDRESS 2217 New Hope Rd.

ORDINANCE VIOLATED

NOTES house burned by FD - Clean up underway

DISPOSITION document clean up

DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 1271 Ocean Highway S

ORDINANCE VIOLATED

NOTES deteiorated brick house on 17

DISPOSITION open file

DISPOSITION DATE 3/27/2017

SUBJ-ADDRESS 642 Belvidere Rd.
 ORDINANCE VIOLATED 50
 NOTES Decision to demolish - notify owners
 letter sent 2/11/16 and contact made - see 2016-1-5
 DISPOSITION prep for demo
 DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 1113 Belvidere Rd.
 ORDINANCE VIOLATED 50
 NOTES I called 3/24/17 and he is ready for demo
 cooperative-no resources-waiting funding
 1/24/17 Mr Lightfoot called for update - preparing contract for demo-
 notify when ready
 pending budget
 Ready for solid waste clean up
 Deed search extensive. Ask for deed and survey.
 March 7, 2016- Ervin Lightfoot came in office and declared intentions
 of removal and possible set up of doublewide. Pending landfill asbestos
 instructions / zoning approval
 contact made- call- from Abram Lightfoot 2/17/16 Intention is to save
 the family home as soon as weather permits and Leroy Lightfoot will
 clean weeds etc. asap. Phone #s = (252) 337-5528 cell & (252) 377-
 7481. Keep in touch at same address.
 DISPOSITION pending contract & VP approval
 DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 756 Woodville Rd.
 ORDINANCE VIOLATED undetermined
 NOTES cleaned up and occupiwed - frile closed
 recheck site ? 2nd letter
 visit site / letter sent 2/12/16
 DISPOSITION compliance file closed
 DISPOSITION DATE 3/16/2017

SUBJ-ADDRESS 1275 Ocean Highway - 17 S

ORDINANCE VIOLATED

NOTES

Called Danny White and informed him of clean up and follow up letter with billing

3/23/2017 - demolished and cleaned up

3/21/17 contract signed by Virgil

RRR letter returned unclaimed. Contract prepared 2/1/17 - awaiting approval to proceed

prep for demolition RRR letter sent

12/22/16 sent RRR final notice

12/16/16 c/o name added to mailing address - will send updated notice

12/16/16 - directed to proceed with clean up

waiting funding-proceed with demolition

call from D White said go ahead with process and bill him

(7/1/16)Awaiting funding

RRR sent & 1st to sister

4/5/16 DISCOVERED MOVE / letter sent to new address
dilapidation

DISPOSITION Demo and clean up complete - billing underway

DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 1371 Ocean Highway - 17 S

ORDINANCE VIOLATED dilapidation

NOTES

Demo 3/24/17 & clean up 3/27/17

response from Mr. Brown/ coordinate White demo with his verbal ongoing with Mr. Brown

meeting with Donna - no clear path - no cooperation

2/26/16 - prepared primary resolution draft for zoning. Results were explanation of difficulties. Expect delays justifying/verifying zoning and probably board action.

check on farm exemption - be sure to document

DISPOSITION Demo and clean up complete

DISPOSITION DATE 3/28/2017

SUBJ-ADDRESS 124 Joshua Circle

ORDINANCE VIOLATED

NOTES

1 veh contractwed an removed
 Ms. Taylor called 1/24/17 and said please remove vehicles
 release letter returned 12/22/16
 send letter with release for negotiation 12/13/16
 send letter to son and owner r/e titles and weeds
 9/12/16 vin collected / weeds being cut
 8/29/16 contact with owners / willing to release and 2 vehicles tagged
 for removal
 8/23/16 cleanup under way
 receipt claimed (no date)
 registered return receipt sent
 negative improvments(7-22-16)
 1st class lettwer sent 4/7/16
 to/do follow up pics(4/29/16)
 pics taken / unsightly belongings in yard / check for ord viol.

DISPOSITION negotiating contracts for vehicle removal

DISPOSITION DATE 3/2/2017

SUBJ-ADDRESS 117 Sueola Beach Rd.

ORDINANCE VIOLATED

NOTES

FD burned 3/20/17
 condemn ??? Check for man. Home
 deteriorated with roof cave in.

DISPOSITION persuing clean up

DISPOSITION DATE 3/24/2017

SUBJ-ADDRESS 167 White Oak Ave.

ORDINANCE VIOLATED

NOTES

summary to county manager 2/6/17 . Tentative contract to remove
 vehicle with no charge to county
 nagotiating contract to remove vehicle
 confirmed deceased by ROD
 research further
 reported possibly deceased, vehicle with expired tag 4 years

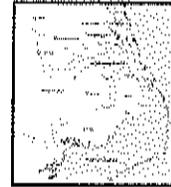
DISPOSITION pending Virgil & H.High approval

DISPOSITION DATE 3/28/2017

COMMITTEE REPORTS



Albemarle RC&D Council 2017-2018 Fact Sheet Perquimans County



Every dollar invested by Perquimans County has returned at least \$2.5 in value!

Highlighted Projects in Perquimans County	Grant Value	Local Cash Match
2017 Disaster Recovery Stream Debris Removal	\$ 56,761	\$ -
Little River Watershed Restoration Project	\$ 90,475	\$ 10,000
2015 Little River Clearing and Snagging	\$ 14,000	\$ -
Little River Watershed Initiative	\$ 25,527	\$ -
Town of Hertford Marina Project	\$ 98,578	\$ 6,778
Perquimans County Water Management and Water Quality	\$ 15,000	\$ 15,000
Commerce Park Shoreline Restoration and Wetlands	\$ 431,100	\$ 431,100
Commerce Park Fishing Pier and Canoe/Kayak Access	\$ 81,000	\$ 27,000
Perquiman River Paddle Camping Platforms Project	\$ 100,000	\$ -
Hurricane Isabel Clearing and Snagging	\$ 286,832	\$ -
Jennie's Gut Constructed Wetland	\$ 25,000	\$ -
Perquimans Recreation Park at Commerce Park	\$ 250,000	\$ 250,000
Winfall Landing Park boardwalk	\$ 14,600	\$ 5,000
Belvidere Canoe Access	\$ 7,000	\$ -
Upper Perquimans Clearing and Snagging	\$ 36,700	\$ 18,300
Hertford Floating Canoe Launch	\$ 5,000	\$ -
Winfall Constructed Wetlands	\$ 26,000	\$ -
Newbold-White House Shoreline Stabilization	\$ 344,500	\$ -
Mosquito Control Winfall	\$ 10,000	\$ -
Perquimans High School Ballfield Drainage	\$ 7,500	\$ 7,500
Winfall Waterfront Park	\$ 40,000	\$ 10,000
Hertford Housing Authority Boardwalk and Pier	\$ 41,200	\$ 13,800
Hertford Boardwalk	\$ 41,000	\$ 14,000
Winfield Elementary School Nature Trail	\$ 5,000	\$ -
Missing Mill Park	\$ 128,000	\$ 45,000
Perquimans Schools Drainage and Flood Prevention	\$ 76,000	\$ 18,000
Hertford Park Tennis Courts	\$ 40,000	\$ 40,000
Total for Perquimans County	\$ 2,296,773	\$ 911,478
TOTAL ROI		2.5