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End of Proposed Conditional Use Permit CUP-17-03
to be recorded by Island Christian Fellowship

to construct a church at 315 Holiday Ln
in Holiday Island subdivision

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SPECIAL CALLED MEETING

June 19, 2017
7:00 p.m.

The Perquimans County Board of Commissioners met in a SPECIAL CALLED MEETING on Monday, June 19, 2017, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

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

MEMBERS ABSENT: Kyle Jones, Chairman

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

Vice Chair Leigh called the meeting to order and explained that our Chairman, Kyle Jones, was at a District Attorney Conference in Winston-Salem, NC and will not be able to be present tonight. Therefore, she will chair the meeting. Commissioner Nelson gave the invocation and the Vice Chair led the Pledge of Allegiance. Vice Chair Leigh explained that this Special Called Meeting was scheduled to hold a Public Hearing on the FY 2017-18 Budget.

PUBLIC HEARING – FY 2017-2018 Budget

Vice Chair Leigh opened the Public Hearing stating that the purpose of the public hearing was to receive public comments on the proposed FY 2017-2018 Budget. There were eight (8) people present. The Vice Chair asked if anyone had signed up to speak. Mary Hunnicutt, Clerk to the Board, stated that no one has signed up to speak. She then asked if there were any comments or questions from the public. There being none, she asked if there were any comments or questions from the Board. There being none, she proceeded with the Special Called Meeting.

AGENDA

Wallace A. Nelson made a motion to approve the Agenda. The motion was seconded by Joseph W. Hoffler and unanimously approved by the Board.

EMERGENCY MANAGEMENT ITEMS

Vice Chair Leigh reminded the Board that these two items were tabled from their June 5, 2017 since we had not received a copy of the contracts to be approved. Jonathan Nixon, Emergency Services Director, presented an overview of the Debris Management and Debris Monitoring Contracts. The contracts will be in force for five years just in case we need them. No funds will be spent unless we need their services. This will be used to receive reimbursement from state and federal dollars. Commissioner Hoffler asked that these contracts would not be needed unless we have a storm with debris along the road. Mr. Nixon clarified that more. Commissioner Muzzulin asked if we have the Town of Hertford and Town of Winfall approval. Mr. Nixon reported that the Town of Hertford had already approved it and the Town of Winfall is considering it later. Mr. Nixon did state that these contracts will allow either of the entities to request their services individually. Not all entities would have to request their services in order for the company to perform the duties contracted for. On motion made by Edward R. Muzzulin, seconded by Charles Woodard, the following contracts were approved:

1. **Debris Management Contract:** This contract is between the Town of Hertford, Town of Winfall, Perquimans County, and Ceres Environmental Services to handle the debris management services.
2. **Debris Monitoring Contract:** This contract is between the Town of Hertford, Town of Winfall, Perquimans County, and Landfall Strategies, LLC to handle the debris monitoring.

CONTINUED PUBLIC HEARING

Vice Chair Leigh stated that it was asked if anyone had signed up to speak at the Public Hearing and was asked if anyone wished to speak at the Public Hearing and no one did speak. Now, we have had someone come in to speak at the Public Hearing so she reopened the Public Hearing to allow him to speak. Mr. Alan Lennon presented the following letter to the Board:

6-19-17

To: Perquimans Board of Commissioners

Re: Proposed FY2017/2018 county budget plan

Good evening members of the board. First and foremost, I would like to thank you all for your dedication, sacrifice, and diligence in conducting the required business and decision making role for the betterment of our county. Last year we increased our county tax rate to .57 from .44, which was a significant increase due to the lowered value of property in the county. This was a "reactive" change required in order to meet the financial obligations of funding within the county. We now have an opportunity to become "proactive" in our tax rate change. By increasing our tax rate two more points, we can generate approximately \$280,000 more in taxable revenue and only burdening the average property owning tax payer an additional \$30/year or \$2.50/month.

The Board of Education in the county receives an "allotment" funding from the state based on some standard formulation methods. The county is required to maintain the facilities and provide additional funding where needed, as well as provide supplemental wages to teachers. This department accounts for the largest amount of the county's expenditures at 26%. In my opinion, the county should act "proactively" at this time and invest more funding into the local school system, specifically in the form of increased supplemental wages for teachers and increased teaching staff. If the county wants to entice larger businesses or merchants we must be willing to offer exceptional, top-rate education opportunities for their staff and in turn their children. In order to recruit, obtain and retain the best teachers, we need

leverage. Countless studies have shown that the less children per teacher or smaller the class size, the more successful the student and more satisfied the educator.

In closing, I strongly urge the county board of commissioners to reconsider increasing the tax rate to .59 and investing that additional revenue into the heart of our local school system, the "teacher." The county Board of Education has made positive improvements in the state "report" card letter grades, earned outstanding principal and teacher awards, and provided a better education experience to the students and families of the county. We should embrace this momentum and act proactively in funding the heart and core of our county, the education of its citizens.

Thank you for this consideration.

Alan Lennon

After his comments, Edward R. Muzzulin made a motion to closed the Public Hearing. The motion was seconded by Wallace E. Nelson and unanimously approved by the Board. The Public Hearing was closed at 7:11 p.m.

FY 2016-2017 YEAR-END BUDGET AMENDMENTS

Mr. Heath explained that Budget Amendment numbers 21 thru 26 have been prepared to balance the current year's budget. On motion made by Edward R. Muzzulin, seconded by Wallace E. Nelson, the Board unanimously approved the following Year-End Budget Amendments:

**BUDGET AMENDMENT NO. 21
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-345-005	Local Option Sales Tax	1,983	
10-410-570	Governing Body - Misc.		2,000
10-410-030	Salaries	3,700	
10-410-050	FICA	283	
10-420-020	County Manager - Salaries		2,180
10-420-061	Retiree's Hospitalization	1,580	
10-420-070	Retirement	600	
10-430-030	Elections - Board Salaries		1,015
10-430-020	Salaries	750	
10-430-070	Retirement	265	
10-450-740	Tax - Capital Outlay		1,000
10-450-030	Tax Lister/Temp Clerk		1,500
10-301-000	Ad Valorem Tax - Budget Year	18,055	
10-450-020	Salaries	8,000	
10-450-050	FICA	790	
10-450-060	Tax Group Insurance	300	
10-450-070	Retirement	2,065	
10-450-452	NCVTS - State Services	8,800	
10-450-280	Tax Refunds	600	
10-301-010	DMV Taxes - Budget Year	25,000	
10-470-040	Legal Fees	25,000	
10-480-020	ROD - Salaries		800
10-480-060	Group Insurance		275
10-480-050	FICA		800
10-480-061	Retiree's Hospitalization	1,825	
10-480-070	Retirement	50	
10-356-000	ROD Fees	5,000	
10-480-452	Conveyance Tax	5,000	
10-356-004	State General Fund	200	
10-480-455	Senate Bill	200	
10-345-000	Local Option Sales Tax 1%	51,050	
10-500-020	Building Maint. - Salaries	3,600	
10-500-031	Contract Work	6,500	
10-500-070	Retirement	900	
10-500-050	FICA	50	
10-500-150	Maint./Repair Buildings	35,000	
10-500-160	Maint./Repair Equipment	5,000	
10-510-070	Sheriff - Retirement		4,405
10-510-060	Group Insurance	4,405	
10-351-000	Sheriff Fees	1,000	
10-510-450	Gun Permits	1,000	
10-301-010	DMV Taxes - Budget Year	14,130	
10-511-020	Dispatch F/T Salaries	9,000	
10-511-030	Dispatch P/T Salaries	3,200	
10-511-061	Retiree's Hospitalization	1,830	
10-511-050	FICA	100	
10-345-005	Local Option Sales Tax Rural	25,000	
10-511-741	Dispatch - Capital Outlay Equipment	25,000	
10-690-938	Drainage Study		1,200
10-530-042	Joppa Tower	1,200	
10-592-740	EMS - Capital Outlay		3,768
10-592-020	F/T Salaries		16,312
10-592-060	Group Insurance		2,000
10-592-030	P/T Salaries	16,600	
10-592-070	Retirement	5,480	
10-610-150	DSS - Maint. Buildings		7,306
10-610-061	Retiree's Hospitalization	5,840	
10-610-337	Adult Day Health	15	
10-610-192	Crisis Intervention	1	
10-610-070	Retirement	1,450	
10-615-051	Extension - FICA (Med)		500
10-615-080	Fringe - State		100
10-301-000	Ad Valorem Tax - Budget Year	19,800	
10-615-020	Extension - Salaries	3,000	
10-615-050	FICA	1,400	
10-615-060	Group Insurance	6,000	
10-615-070	Retirement	10,000	

**BUDGET AMENDMENT NO. 21 (CONTINUED)
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-301-000	Ad Valoren Tax - Budget Year	1,000	
10-600-040	Medical Examiner	1,000	
10-660-030	Senior Center - P/T Salaries		930
10-660-740	Capital Outlay		420
10-660-310	Automotive Supplies		480
10-660-160	Maint./Repair Equipment		380
10-660-020	Salaries	1,310	
10-660-070	Retirement	900	
10-345-005	Local Option Sales Tax	185	
10-670-070	Soil & Water - Retirement	185	
10-345-001	Local Option Tax 1/2% A	10,000	
10-682-020	School Capital (30% of 1/2)	10,000	
10-685-070	Recreation - Retirement		150
10-685-030	P/T Salaries	150	
10-347-000	ABC Bottle Revenue	1,000	
10-690-941	Mental Health Rehab	1,000	
10-301-010	DMV Taxes - Budget Year	4,000	
10-690-935	Cost Share Program	4,000	
10-850-810	HS Principal BB&T		15,740
10-850-821	HS Interest BB&T	15,740	
EXPLANATION: General Fund year-end entry			

**BUDGET AMENDMENT NO. 22
WATER FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-720-020	Water - Salaries		2,455
35-720-060	Group Insurance	1,255	
35-720-070	Retirement	1,200	
EXPLANATION: Water Fund year-end entry			

**BUDGET AMENDMENT NO. 23
SOLID WASTE FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
38-301-001	Landfill Fee - Budget Year	42,900	
38-750-910	Health Dept. Landfill	42,000	
38-750-031	Contract Work	900	
EXPLANATION: Solid Waste Fund year-end entry			

**BUDGET AMENDMENT NO. 24
COURT FACILITIES FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
55-348-000	Fines & Forfeitures	12,000	
55-745-452	Fines & Forfeitures	12,000	
EXPLANATION: Court Facilities Fund year-end entry			

**BUDGET AMENDMENT NO. 25
COUNTY CONSTRUCTION FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-348-004	Golden Leaf - Boat Ramp Project	308,762	
50-000-723	Golden Leaf - Boat Ramp Project	308,762	
EXPLANATION: To account for Golden Leaf/Boat Ramp project in FY 16/17.			

**BUDGET AMENDMENT NO. 26
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	3,532	
10-610-454	Child/Day Care	3,532	
EXPLANATION: To cover DayCare expenses in FY 16/17.			

FY 2017-2018 BUDGET

County Manager Heath explained that, after the Budget Work Sessions, the presentation of the Budget Message on June 5, 2017, and the Budget Public Hearing tonight, he presents the FY 2017-18 Budget for Board consideration. A copy of the Budget Ordinance was included in the Board's Agenda Packets. Edward R. Muzzulin made a motion to approve the FY 2017-2018 Budget as was presented. The motion was seconded by Charles Woodard. Vice Chair Leigh asked for any questions or comments. Vice Chair Leigh said that she did not have any discussion but did want to state that after attending several meetings to review the budget, she feels comfortable with the budget. She further stated that she had not read the letter from Superintendent Cheeseman that was presented to the Board Members tonight as they came in. She allowed the Board to review the letter which was about the requested 4th School Resource Officer: (a) could they contract with a security company to have officers at the 4th school; or (b) could Perquimans County Middle School and Central share an officer. That was discussed at their Budget Work Sessions. Commissioner Hoffler is interested in increasing the School Budget in other areas but not for hiring a 4th School Resource Officer. Commissioner Nelson said that he looked at the capital budget for school system and the possibility of increasing that area of the budget but he did not have an amount to increase it to. He asked that the Board not close the capital budget for this upcoming fiscal year. There being no further discussion, Vice Chair Leigh called for a vote on the motion to approve the FY 2017-18 Budget. The motion was unanimously approved. (See Attachment A) Commissioner Woodard asked Commissioner Nelson about his request to have a couple of Commissioners work closely with the Board of Education. Does he think that the Board of Education

would be willing to do that? Commissioner Nelson further explained that what he proposed is that the Board of Commissioners and Board of Education have a couple of members to meet from time to time to review issues that come up during the year so that the Commissioners are better informed as to what the needs are at the schools and, on the other hand, the Board of Education can better understand the things that the Board of Commissioners are facing. Mr. Nelson feels that this needs to be discussed in the future. Commissioner Woodard concurred with Mr. Nelson’s recommendation to discuss this matter. Commissioner Woodard feels that, since Mr. Nelson had previously served on the Board of Education, he would be the one that could look into this. The Board concurred with Mr. Woodard’s recommendation.

CLOSED SESSION: LEGAL MATTER & CLOSED SESSION MINUTES

County Attorney High said that we could waive the Closed Session since he had nothing new to report.

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:32 p.m. on motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffler. Vice Chair moved on to the Regular Work Session.

Fondella A. Leigh, Vice Chair

Clerk to the Board

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

BE IT ORDAINED THIS 19th DAY OF JUNE, 2017, BY THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:

I. GENERAL FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2017, and ending June 30, 2018, in accordance with the chart of account heretofore established of this County:

Governing Body	\$	69,050
County Manager/Finance/Planning		444,498
Elections		137,390
Tax Department		476,061
Legal		57,500
Register of Deeds		256,663
Public Buildings		742,464
Albemarle Commission		9,554
Sheriff		1,178,650
Communications		609,198
Jail - Operations		598,821
Jail - Debt Service		237,756
Tax/Finance Softward		42,350
Jury Commission		2,000
Fire Departments/Emergency Management		513,609
Medical Examiner		3,000
Inspections		223,200
Forestry Services		46,088
Emergency Medical Services		1,423,547
Natural Resource Conservation Service		53,094
NRCS - Cost Share Program		16,800
Extension Services		225,754
Veterans Services		8,814
Social Services		2,437,003
Albemarle Regional Health Services		51,375
Mental Health		30,606
Schools - Current Expense		2,775,000
Schools - Capital Outlay		397,500
Schools - Debt Service		836,603
Inter County Public Transportation Authority		5,978
Pettigrew Regional Library		175,000
Recreation		315,550
Albemarle RC&D		750
Various Non-Profit Contributions		32,850
Revaluation Reserve		25,000
Mentoring Focus Group		18,400

Transportation/Scrap Tires/White Goods	18,500
Emergency Services Building Debt Service	108,376
Aquatic Weed Control	1,750
Albemarle Regional Planning	2,268
Education - OJJ Programs	48,160
College of the Albemarle	32,500
Senior Citizens	135,355
Animal Shelter Operations	60,000
Economic Development	27,500
County Drainage Study	14,000
Library Debt Service	330,856
Tourism Development Authority Contribution	15,000
Tri-County Shelter Addition	22,000
TOTAL GENERAL FUND	\$ 15,293,741

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

Section 2: REVENUES - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018:

Ad Valorem Taxes:

Budget Year	\$ 8,020,702
Current Year	215,000
Prior Years Summary	81,000
Penalties & Interest	80,000

Other Taxes & Licenses:

Wine & Beer License	\$ 450
Local Option Sales Tax	460,000
Local Option Sales Tax	835,000
Local Option Sales Tax	365,000
Local Option Sales Tax	351,504

Unrestricted Intergovernmental:

Tax Collections - Municipalities	\$ 14,800
ABC Bottle Revenue	3,000
Beer & Wine	45,000
Utility Franchise Distribution	15,000
Medicaid Hold Harmless	276,040

Restricted Intergovernmental:

State Grants:	
Social Services	\$ 1,713,136
Soil Conservation - Operating	3,600
Soil Conservation - Technician	16,000
Management Entity Funds	7,000
OJJ	64,160
Register of Deeds - A.E. & P.F.	15,271
Health Department - T/ST/WG	18,500
School Resource Officer - Board of Education	85,000
Senior Programs	3,625
Electronic Recycling Fees	1,065
Drainage Fees	9,500
Emergency Management Grant	33,825
DWI - DMV License Revocation	750
Nutrition	8,000
Floodplain Mapping - Register of Deeds	5,600
Register of Deeds - Dept. of Cultural Resources	2,500
Register of Deeds - State General Fund	2,000

Permits & Fees:

Building Permits	\$ 110,000
Register of Deeds	115,000
Recreation Fees	20,000
Ambulance Fees	570,000

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

Sales & Services:

Officer-Sheriff Fees	\$	54,000
Jail Fees		8,500
Rents:		
Farm		3,720
Tower		7,500
Building Leases		62,884
Recreation/Senior Center		9,000
Investment Earnings		9,500
Miscellaneous		20,000
Mentoring Focus Group - Local Funds		1,500
Subdivision Fees		1,500
Zoning Fees		3,500
Tower Consulting Fees		5,000
Veterans Monument Contributions		100
State Funds - Drug Tax		11,364
State Grants - Senior Medicare		3,278
Federal Drug Funds		14,925
Transfer from Other Funds:		
Water System	\$	100,000
Municipal Dispatch Fees		82,769
Other Revenues:		
Land Transfer Tax Proceeds		400,000
E-911 Funds		11,900
Fund Balance Appropriated	\$	915,773
TOTAL GENERAL FUND:	\$	15,293,741

II. WATER DEPARTMENT

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Administration & Operations	\$	1,760,766
Loan Principal		375,325
Loan Interest		45,049
Contribution to General Fund		100,000
TOTAL WATER SYSTEM FUND	\$	2,281,140

Section 2: REVENUES - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Investment Earnings	\$	2,000
Sale of Water		1,950,000
Taps & Connections		50,000
Reconnections		12,000
Penalties & Interest		40,000
Rent: Towers		5,400
Miscellaneous		4,000
Water Improvement Fund		1,000
Fund Balance Appropriated		216,740
TOTAL WATER SYSTEM FUND	\$	2,281,140

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

III. SOLID WASTE FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Administration & Operations	\$	965,000
Recycling Centers Maintenance		5,000
Solid Waste Refunds		3,000
TOTAL SOLID WASTE FUND	\$	973,000

Section 2: REVENUES - (Solid Waste Fee: \$140.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Solid Waste Fees	\$	958,034
Investment Earnings		150
Disposal Tax		6,500

Fund Balance Appropriated	8,316
TOTAL SOLID WASTE FUND	\$ 973,000

IV. REVALUATION RESERVE FUND

1. **Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Reserve for Revaluation	\$ 25,075
TOTAL REVALUATION FUND	\$ 25,075

2. **Section 2: REVENUES** - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Investment Earnings	\$ 75
Transfer from General Fund	25,000
TOTAL REVALUATION FUND	\$ 25,075

V. COURT FACILITIES FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Administration & Maintenance	\$ 38,771
District Attorney Office Expense	9,840
Fine & Forfeitures	75,000
TOTAL COURT FACILITIES	\$ 123,611

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

Section 2: REVENUES - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Investment Earnings	\$ 70
Facility Fees	27,500
Fines & Forfeiture Fees	75,000
Fund Balance Appropriated	21,041
TOTAL COURT FACILITIES	\$ 123,611

VI. ECONOMIC DEVELOPMENT FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Professional Services & Expenses	\$ 27,525
TOTAL ECONOMIC DEVELOPMENT	\$ 27,525

Section 2: REVENUES - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Transfer from General Fund	\$ 27,500
Investment Earnings	25
TOTAL ECONOMIC DEVELOPMENT	\$ 27,525

VII. TOURISM DEVELOPMENT FUND - OCCUPANCY TAX

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Promotions, Marketing, Operating Expenses	\$ 27,530
Fireworks Contribution	1,500
TOTAL TOURISM DEVELOPMENT	\$ 29,030

Section 2: REVENUES - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Transfer from General Fund	\$ 15,000
Occupancy Tax	6,500
Intergovernmental Transfers	7,500
Interest	30

TOTAL TOURISM DEVELOPMENT	\$	29,030
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**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

VIII. EMERGENCY TELEPHONE FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Operating Expenses	\$	221,425
Capital Outlay		194,259
TOTAL EMERGENCY TELEPHONE FUND	\$	415,684

Section 2: REVENUES - It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

State Grants	\$	30,854
Emergency 911 Fee		384,755
Investment Earnings		75
TOTAL EMERGENCY TELEPHONE FUND	\$	415,684

IX. COUNTY CONSTRUCTION FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the County Construction Fund for the fiscal year beginning July 1, 2017, and ending June 30, 2018.

Capital: Ward School/Library	\$	600,000
Capital - Library Construction		269,689
TOTAL COUNTY CONSTRUCTION FUND	\$	869,689

Section 2: REVENUES - It is estimated that the following revenues will be available in the County Construction Fund for the fiscal year beginning July 1, 2017 and ending June 30, 2018.

Ward Bequest	\$	600,000
Fund Balance Appropriated		269,689
TOTAL SCHOOL CONSTRUCTION FUND	\$	869,689

X. OTHER PROVISIONS

Section 1: The Budget Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a) The Budget Officer may transfer amounts between objects of expenditures within a department except salary amounts without limitation.
- b) The Budget Officer may not transfer any amount between funds nor from any contingency appropriations within any fund.

Section 2: The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2017-2018.

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2017-2018**

XI. TAX LEVY

Section 1: There is hereby levied a tax at the rate of 57¢ (fifty-seven) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2017 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.

Section 2: This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,407,140,701 and an estimated collection rate of 97.08%.

This Budget was approved with a vote of five (5) to zero (0) on June 19, 2017. by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote.

T. Kyle Jones, Chairman
Perquimans Co. Board of Commissioners

**FEE SCHEDULE
FY 2017-2018**

There is hereby established, for the fiscal year beginning July 1, 2017, and ending
June 30, 2018, the following fees for services as indicated:

Building InspectionsConstruction Fees

Square Foot	\$.25/SF
Minimum Fee	\$50.00
State Fee	\$10.00
In-ground pool (Residential)	\$50.00
In-ground pool (Commercial)	\$125.00
Carpports (open all 4 sides)	\$.125/SF
Daycare & ABC	\$75.00
Storage Building 12 x 12 or less	\$25.00

Electrical Fees

Minimum Fee	\$30.00
Square Foot	\$.10/SF
Temporary Service	\$30.00
Service Repair	\$30.00
Service Charge	\$.30/amp
Swimming Pools	\$30.00
Sub panel	\$10.00
Generators	\$10.00
Baseboard Heat (per thermostat)	\$10.00
Photovoltaic/Solar	\$50 per POD

Plumbing Fees

Minimum Fee	\$40.00
Per Fixture	\$5.00
Sprinklers	\$50.00
Per Head	\$5.00

Mechanical Fees

Central Heating/Air Conditioning	\$55.00
Central - Additional Unit	\$55.00
Minimum Fee	\$30.00
Hood System	\$50.00

Insulation Fees

Insulation	\$50.00
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L.P. & Natural Gas Fees

Minimum Fee	\$30.00
Per Gas Outlet	\$5.00

Sign Fees

Free Standing	\$50.00
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Renovation Fees

1/2 New Construction	
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Fire Inspection Fees

Mandatory Fire Code Permits	\$50.00
Group/ Foster Homes	\$50.00

Manufactured Homes

Single Section	\$115.00
Multi Section	\$165.00
Electrical	\$30.00
Mechanical	\$35.00
Plumbing	\$20.00

Modular Homes

All set-up	\$.25/SF
Electrical	\$.30/amp
Plumbing	\$40.00
Mechanical	\$55.00

Administrative, Negligence & Reinspections

Administrative	\$50.00
Negligence	\$50.00
Re-Inspection	\$50.00

Junk Car & Trash Administration

\$75.00

Sheriff Department Fees

Fingerprints	\$5.00/card
Gun Purchase Permits	\$5.00 each
Concealed Handgun Permits	\$90.00
Concealed Handgun Permit Renewals	\$85.00
Service Fees (civil papers)	\$15.00/service

Out of State Service Fees (civil papers)	\$100.00
False Alarm Charge	\$50.00

EMS Fees

ALS-I Emergency A0427	\$536.22
ALS-II Emergency A0433	\$776.11
ALS-I or II Treatment / No Transport A0999 (<i>including Helo</i>)	\$300.00
ALS-I Non Emergency A0426	\$338.66
BLS-Emergency A0429	\$451.56
BLS-Non Emergency A0428	\$282.22
Transports to Funeral Homes	\$225.00
Drag Strip Standby - 1st 2 hours	\$100.00
Drag Strip Standby - additional hours	\$40.00/hour
Attorney's Fees (patient's records)	\$12.00
Ground Mileage - ALS or BLS	\$14.33/Loaded Mileage
Specialty Care A0434	\$917.22

Recreation FeesRental Fees:

Meeting Room	\$40.00/hr (3 hr minimum)
Meeting Room/Kitchen	\$60.00/hr (3 hr minimum)
Gymnasium (1/2 day)	\$250.00
Gymnasium (full day)	\$400.00
Tennis Courts (1/2 day)	\$50.00
Tennis Courts (full day)	\$100.00
Outside Basketball (1/2 day)	\$50.00
Outside Basketball (full day)	\$100.00
Field Rental (1/2 day)	\$75.00/field
Field Rental (full day)	\$150.00/field
Lights additional	\$25.00/hour
Field Rental for practices	
Non Rec. teams	\$15.00/hour
with lights	\$25.00/hour

Deposit in addition to any rental fees. All fees are refundable if cancelled at least 72 hrs before scheduled rental day.

Registration Fees

Youth Soccer	\$20.00
Youth Basketball	\$20.00
Volleyball	\$20.00
Softball (9-16)	\$20.00
Babe Ruth (13-15)	\$20.00
Football	\$30.00
Cheerleading	\$20.00
T-Ball (4-6)	\$20.00
Coach Pitch (7-8)	\$20.00
Adult Softball	\$200.00/team
Adult Basketball	\$200.00/team
Open Gym	No charge
Skate Park	No charge

There is a maximum of \$50 per family for each activity.

Register of DeedsAll Instruments (Except Deeds of Trust)

Pages 1-15	\$26.00
Each additional page thereafter	\$4.00
Multi-instrument	\$10.00

Deed of Trust 1st thru 15th Page

Each additional page	\$4.00
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UCC

1 to 2 pages	\$38.00
3 to 10 pages	\$45.00
Over 10 pages (<i>Plus \$2 per page over 10</i>)	
Search per name	\$30.00
Copy per page	\$1.00

Plats

1st page	\$21.00
Each additional page	\$21.00

DOT Highway Maps

1st page	\$21.00
Each additional page thereafter	\$5.00

Copies

Plat copies	\$3.00 each
Regular copies (per page)	\$0.25

Certified copies (instruments & plats)

1st page \$5.00
 Each additional page \$2.00

Notary

Oath \$10.00
 Commission verification \$5.00

Marriage License

Issuance of license \$50.00

Vital Records

Certified copy (birth, death, marriage) \$10.00
 Delayed birth applications \$20.00
 Amendments \$10.00
 Records search from Vital Records \$15.00
 Plus payable to Vital Records \$15.00
 Legitimations \$10.00
 Plus payable to Vital Records \$15.00

Tax Department

Copies \$0.25
 Non-aerial maps \$0.50
 Aerial maps \$1.20

GIS Mapping Price List

Plotter

Size	Black & White	Image Color
8.5 x 11	\$1.00	\$2.00
11 x 17	\$2.00	\$3.00
16 x 20	\$3.00	\$5.00
22 x 34	\$5.00	\$8.00
34 x 46	\$8.00	\$10.00

Desk printer

Size	Black & White	Image Color
8.5 x 11	\$0.50	\$1.25
8.5 x 14	\$0.75	\$1.50
11 x 17	\$1.00	\$1.75

Data Layers

Entire County parcels with aerial images and ownership information \$200.00
(Available on CD & ZIP drive)
 Individual Layers \$50.00 first layer
 \$25.00 each additional layer

Individual Plotter Maps

Township & Municipality Street Maps Price based on size/color
 Zoning Maps per Township/Municipality Price based on size/color
 Full County Zoning Map \$12.00
 County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White
 Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color

Availability

Requests can be made Monday through Friday from 8 am to 5 pm except holidays. All efforts will be made to provide information within 5 working days

Payment

Payment is required prior to preparation of CD's, extensive copying requests, maps to be sent by mail and ftp uploads

Custom Work

A fee of \$25.00 per hour will be charged for requests for maps that we do not have the data layers for. For instance, having to go on the internet to download information.

County Manager

Zoning Ordinance \$15.00
 Subdivision Ordinance \$10.00
 Junk Ordinance \$10.00
 Junkyard Ordinance \$10.00
 Manufactured Home Park Ordinance \$5.00
 Minimum charge for copy of any other Ordinance \$5.00
 Copies \$0.25

Water Department

Rate Schedule

WATER RATES- There is a min. charge of \$15 for the first 1000 gallons; each additional thousand gallons will be \$7.00/1000 gal.

Tap-on Fees

Size Meter	Cost of Tap
3/4"	\$1,500.00
1"	\$2,500.00
2"	\$5,000.00
Late Payment Charge	10% of bill

<u>Tap-on Fees</u> (continued)	Renter's Deposit	\$75.00
	Size Meter	Cost of Tap
	Reconnection Fee	\$25.00
	Water Meter Test Fee	\$100.00

Seasonal Water Conservation Rates

\$9/1000 gallons for usage more than 8000 gallons per month from May 1 through October 31

Water Facility Fee

\$500 per lot for up to and including four lots on main roads, 6 lots on secondary roads

\$2,500 per lot for any lots over four on main roads, 6 lots on secondary roads

Water Facility Fee must be paid before the Final Subdivision Plat is recorded in the Perquimans County Register of Deeds' Office.

Planning/Zoning

Zoning Permit (Residential/Home Occupation)	\$0.00
Zoning Permit (for Commercial/Industrial)	\$100.00
Certificate of Compliance (after first site visit)	\$100.00
Sign Permit	\$50.00
Certificate of Compliance (after first site visit)	\$50.00
Zoning Map Change (Re-Zoning)	\$450.00
Zoning Text Change	\$500.00
Planned Unit Development	\$600.00 + atty. & eng. Fees, i/a
Conditional Use District	\$300.00 + atty. & eng. Fees, i/a
Conditional Use Permit	\$300.00 + atty. & eng. Fees, i/a
Appeal or Interpretation	\$300.00
Zoning Variance Request	\$300.00
Variance to Subdivision Regulations	\$100.00
Subdivision Sketch Plat	\$100.00
Minor or Abbreviated Subdivision Plan	\$50.00
Preliminary Plat	\$100.00 + \$15.00 per lot
Final Plat	\$100.00 + \$15.00 per lot
Wireless Telecommunication Facility	\$500.00 County fee
	+Minimum consultant cost of \$6,500.00
	+Certificate of Zoning Compliance (after first visit): \$100.00 County Fee
Wireless Telecommunication Facility	
(eligible facilities request applications processed per NCGS 153A-349.53)	County fee of \$500.00
	+Minimum consultant cost of \$500.00
	+Certificate of Zoning Compliance (after first visit): \$100.00 County Fee
	+Certificate of Zoning Compliance (Consultant fee for verification): \$3,000.00
Wind Energy Facilities	+Initial Escrow Deposit (Medium Facility) \$50,000.00
	+Initial Escrow Deposit (Large Facility) \$50,000.00

Effective 2-1-16, Zoning Permit Fees and Escrow Deposits to be paid at the time Zoning Permit Application, Fees and detailed Site Plans are submitted for review. If Escrow Account drops below \$10,000, Applicant shall replenish to the original amount before any further action or consideration is taken on any County Permit. Remaining balance will be refunded after issuance of the Certificate of Zoning Compliance for the last remaining development component and upon approval of As-Built Drawings or if Applicant fails to complete project.

**Fees denoted for a given application do not include fees for subsequent applications and stages of review. Separate fees will apply for building and other permits.*

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
FOR CONSTRUCTION OF
WATER SYSTEM IMPROVEMENTS
"PHASE III"**

This Capital Projects Ordinance is being authorized for the Water System Improvements.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2017, and ending June 30, 2018.

Capital Outlay	\$ 140,544
TOTAL CAPITAL PROJECTS FUND	\$ 140,544

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2017, and ending June 30, 2018.

Investment Earnings	\$ 300
Fund Balance Appropriated	140,244
TOTAL CAPITAL PROJECTS FUND	\$ 140,544

Perquimans Co. Board of Commissioners

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
COUNTY CONSTRUCTION FUND**

This Capital Projects Ordinance is being authorized for the Perquimans Library Project.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this County Construction Fund beginning July 1, 2017, and ending June 30, 2018

Capital: Ward School/Library	\$	600,000
Capital - Library Construction		269,689
TOTAL COUNTY CONSTRUCTION FUND	\$	869,689

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the County Construction Fund beginning July 1, 2017, and ending June 30, 2018.

Ward Bequest	\$	600,000
Fund Balance Appropriated		269,689
TOTAL COUNTY CONSTRUCTION FUND	\$	869,689

T. Kyle Jones, Chairman
Perquimans Co. Board of Commissioners

**PERQUIMANS COUNTY
CAPITAL PROJECTS RESERVE ORDINANCE
LAND TRANSFER TAX
FOR
CAPITAL PROJECTS**

This Capital Projects Ordinance is being authorized to provide a portion of the required funds needed for the School Construction Project and for the other Capital Projects deemed appropriate by the Board of Commissioners.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2017, and ending June 30, 2018

Transfer to General Fund	\$	400,000
TOTAL CAPITAL RESERVE/LAND TRANSFER TAX	\$	400,000

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2017, and ending June 30, 2018.

Land Transfer Tax	\$	265,000
Investment Earnings		1,000
Fund Balance Appropriated		134,000
TOTAL CAPITAL RESERVE/LAND TRANSFER TAX	\$	400,000

T. Kyle Jones, Chairman
Perquimans Co. Board of Commissioners

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
FOR
NC HOUSING FINANCE AGENCY
SINGLE FAMILY REHABILITATION PROGRAM**

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2017, and ending June 30, 2018

Rehabilitation	\$	70,000
Program Costs		22,698
TOTAL CAPITAL RESERVE/NC HOUSING FINANCE AGENCY	\$	92,698

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2017 and ending June 30, 2018.

Single Family Rehab	\$ 92,696
TOTAL CAPITAL RESERVE/NC HOUSING FINANCE AGENCY	\$ 92,696

T. Kyle Jones, Chairman
Perquimans Co. Board of Commissioners

WORK SESSION
June 19, 2017
7:00 p.m.

Following the Special Called Meeting, the Perquimans County Board of Commissioners held a Work Session on Monday, June 19, 2017, at 7:32 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

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|------------------|------------------------------------|-----------------------------|
| MEMBERS PRESENT: | Fondella Leigh, Vice Chair | Joseph W. Hoffler |
| | Edward R. Muzzulin | Wallace A. Nelson |
| | Charles Woodard | |
| MEMBERS ABSENT: | Kyle Jones, Chairman | |
| OTHERS PRESENT: | Hackney High, County Attorney | Frank Heath, County Manager |
| | Mary Hunnicutt, Clerk to the Board | |

The following matter was discussed during the Work Session.

SOLAR FARM REGULATIONS

County Manager Heath reminded the Board that the current moratorium on large solar facilities is due to expire on July 18, 2017. Mr. Heath said that each commissioner had a copy of the proposed changes from the Planning Board and those that the Board had requested. He further stated that the last item that they wished to discuss was screening requirements. Commissioner Woodard asked if we could extend the current moratorium so that it would give the Board additional time to check with North Carolina Association of County Commissioners and other counties to see what their requirements are. Mr. Heath said that there was time to advertise for a Public Hearing to extend the moratorium but they should not make it too long per County Attorney High's recommendation. Vice Chair Leigh asked how long we could extend it. County Attorney High said that he did not think an additional 3-month extension would be unreasonable. After further discussion, Vice Chair Leigh asked if the Board needed to make a motion to proceed with an extension of the current Moratorium. Since no action can be taken during the Work Session, it was the consensus of the Board to recommend that County Manager Heath proceed to advertise and schedule a Public Hearing on the extension of the current Moratorium for large scale solar facilities to be held at the July 3, 2017 meeting.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 7:40 p.m.

Fondella A. Leigh, Vice Chair

Clerk to the Board
