

**BUDGET AMENDMENT NO. 3
SCHOOL CONSTRUCTION FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
65-348-001	State School Funds - Lottery	61,300	
65-500-741	Capital Outlay - High School	61,300	
EXPLANATION: To budget lottery funds for High School Auditorium Project (lighting and audio system repairs). Application as approved by BOC on 7/3 has been submitted to Public School Building Capital Fund/Lottery Distribution awaiting final approval.			

5. The following Board resignation was approved by the Board:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Mettha Davenport	Nursing Home Care Advisory Committee	Resignation		9/1/2017

6. **Resolution:** The following Resolution was unanimously approved by the Board:

- **US 17 future I-87 and Farm Equipment:** The Board adopted the following Resolution requesting that over-width farm equipment be allowed on controlled access highways:

Resolution

A resolution to allow over-width farm equipment to be safely driven on controlled access highways including US 17 (future I-87)

Whereas, the American Association of State and Transportation Officials has approved designing the corridor in northeastern North Carolina as I-87 once completed to interstate standards, and

Whereas, the future I-87 will run along the current US 17/64 Corridor through Northeast North Carolina and part of Perquimans County, and;

Whereas, the impact of agriculture in North East North Carolina totals over \$1,786,000,000 in the counties of Bertie, Camden, Chowan, Currituck, Dare, Gates, Hertford, Martin, Northampton, Pasquotank, Perquimans, Tyrrell and Washington Counties, and;

Whereas, the economic impact of agriculture in the Counties that boarder US 17 (future I-87) totals \$968,000,000 for Bertie, Chowan, Martin, Pasquotank and Perquimans Counties, and;

Whereas, in 2012, the General Assembly of North Carolina passed Senate Bill 749 (Session Law 2012-78) this bill allowed farm equipment to be on limited access highways with NC DOT authorization, and;

Whereas, prohibition of farm equipment on controlled access highways would place an unforeseen hardship on farmers who need to move equipment from one farm to another, and;

Whereas, farmers are running out of viable options to move equipment, and;

Whereas, restrictions would will lead to increase over width traffic on US 17 Business traffic through the Towns of Hertford and Winfall, and;

Whereas, restricted use of the US 17 (Future I-87) bridge for oversized farm equipment eliminates the only viable option for crossing the Perquimans River, and;

Whereas, US 17 (Future I-87) allows such equipment to be safely moved through our county in the safest manner possible without increased safety concerns to county citizens, and;

Whereas, farm organizations in the state have worked with the N. C. Department of Agriculture to develop language that allows farmers to drive their equipment on controlled access highways in the safest manner possible, and;

Now, therefore be it resolved, that the Perquimans County Board of Commissioners hereby encourages our North Carolina Congressional Delegation to allow over width farm equipment to be safely driven on fully controlled access highways.

Approved this 7th day of August, 2017.

T. Kyle Jones, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

7. **Memorandum of Participation for net OPEB Obligation (NOO) Update:** The Board adopted the Memorandum of Participation:

**MEMORANDUM OF PARTICIPATION FOR
NET OPEB OBLIGATION (NOO) UPDATE**



EMPLOYER: PERQUIMANS COUNTY

UNIT'S RETIREMENT SYSTEM ID, NUMBER(S): 97201

MAILING ADDRESS: P.O. BOX 45

CITY: HERTFORD, NC **ZIP CODE:** 27944

NAME: Mr. Ms. (choose one) TRACY MATTHEWS

PHONE#: (252) 426-8484 **TITLE:** FINANCE OFFICER

E-MAIL ADDRESS: tracymathews@perquimanscountync.gov

On behalf of the Employer noted above, we have agreed to engage Cavanaugh Macdonald Consulting, LLC to update the Employer's Net OPEB Obligation (NOO) for June 30, 2017. I understand that **we will be billed directly by Cavanaugh Macdonald Consulting, LLC** and a copy of the Updated NOO exhibit will be e-mailed to our office by Cavanaugh Macdonald Consulting.

I understand the fee for an updated NOO is \$500. Additional charges will apply if a fund split of the NOO is requested.

Employers must return this Memorandum of Participation (MOP) which will indicate their desire for this service. The NOO exhibit will be completed within 2 weeks after receipt of the information requested below. Please let us know if you need the exhibit sooner.

In order to prepare the NOO exhibit, we need the following information:

- A copy of the OPEB disclosure information from the June 30, 2016 Comprehensive Annual Financial Report (CAFR) or Audited Financial Statement, whichever is applicable.
- OPEB contributions for the applicable fiscal year ending June 30, 2017. We provided a template for your use in collecting the OPEB contributions as an attachment in the data request email.

Authorized Signature

Signed this _____ day of _____ 2017.

Should you have questions regarding the information requested in this memorandum, please contact the **OPEB Team** via email at NCOPEB@CavMacConsulting.com or via phone at (678) 388-1700.

8. **Miscellaneous Documents:** The following documents were presented for Board information and for Board action, if necessary:

- **Correction to Administrator of Community-Based Youth Gang Violence Prevention Program Contract:** Due to some changes in State funding, the contract between Perquimans County and Donna Jones which was approved last month was changed for the administration of this program. Corrections are indicated with double underscore.

NORTH CAROLINA
PERQUIMANS COUNTY CONTRACT FOR SERVICES

THIS AGREEMENT made and entered into this the 1st day of July, 2017, by and between PERQUIMANS COUNTY, hereinafter referred to as "the County", and Donna Jones, hereinafter referred to as the "Provider";

WITNESSETH:

THAT WHEREAS the County has received a State Grant from the North Carolina Department of Juvenile Justice and Delinquency Prevention to finance the Community-Based Youth Gang Violence Prevention Program; and

WHEREAS the County and the Provider wish to enter into an agreement, by which the Provider will provide Community-Based Youth Gang Violence Prevention services as an independent contractor;

NOW, THEREFORE, PERQUIMANS COUNTY and Donna Jones, agree as follows:

1. RESPONSIBILITIES OF THE PROVIDER.

- a. As Provider, Donna Jones will administer the Community-Based Youth Gang Violence Prevention Program in Perquimans County according to State of North Carolina guidelines.
- b. As Provider, Donna Jones will promptly complete and deliver all paperwork, including, but not limited to, monthly billings to the State, to be signed by the County Manager or Finance Officer of Perquimans County.
- c. As Provider, Donna Jones shall, during each fiscal year, make two (2) presentations to the Perquimans County Board of Commissioners as to the performance of the Community-Based Youth Gang Violence Prevention Program in Perquimans County.

2. TERM.

Unless sooner terminated, the term of this contact shall be for the period beginning July 1, 2017 and continuing through June 30, 2018. The Provider will provide a minimum of 44 hours per month, of which all hours are funded by JCPC/OJJ funding. All holidays observed by the County shall be observed by the Provider.

3. CONTRACT PRICE.

Perquimans County shall pay the Provider as follows: \$616.00 monthly beginning on the 25th of July and on the 25th day of every month thereafter through June 25, 2018. If this contract is terminated prior to June 30, 2018, the Provider shall be paid through the date of termination, but not for any time thereafter.

4. TERMINATION.

This contract may be terminated at any time by the County of Perquimans or by the Provider, Donna Jones, upon written notice to the other.

- **County Cooperative Agreement with N.C. Forest Services:** The Board unanimously approved the County Cooperative Agreement with Division of Forest Resources for FY 2017-2018 and authorized the Chairman and County Staff to sign the Agreement. The costs will be \$131,679 being divided between the State at \$85,591 (65%) and the County at \$46,088 (35%).
- **Home & Community Care Block Grant Documentation:** The County has been approved to receive funds from the Home & Community Care Block Grant (HCCBG). The Board unanimously authorized the Chair and County Staff to sign the required documentation to receive these funds.
- **Approval of State Holiday Schedule:** Each year, the Board needs to approve the State Holiday Schedule for Social Services Department. The Board approved the following 2018 State Holiday Schedule.:

HOLIDAY	OBSERVANCE DATE	DAY OF WEEK
New Year's Day	January 1, 2018	Monday
Dr. Martin Luther King, Jr. Day	January 15, 2018	Monday
Good Friday	March 30, 2018	Friday
Memorial Day	May 28, 2018	Monday
Independence Day	July 4, 2018	Wednesday
Labor Day	September 3, 2018	Monday
Veterans Day	November 12, 2018	Monday
Thanksgiving	November 22 & 23, 2018	Thursday and Friday
Christmas	December 24, 25, 26, 2018	Monday, Tuesday, Wednesday

9. **Tax Refund Approval:**

PERQUIMANS COUNTY TAX REFUND:

Ireland, Lillian McDonald ----- \$253.55

Surrendered tag; replaced with new tag. Abstract #0038357314.

BAGLEY SWAMP DRAINAGE DISTRICT COMMITTEE

Scott Alons, Perquimans County Soil & Water Conservation, spoke on behalf of the Bagley Swamp Drainage District Committee who was present at the meeting. The members consisted of: Ed Winslow, Wayne Hurdle, Lewis Smith, and Paul Smith. They are requesting is that the Board establish a drainage district for the Bagley Swamp Area. This will assist with the flooding in the Bagley Swamp area similar to what they experienced during Hurricane Matthew. Mr. Alons was able to obtain funding through the state to fund the cleanup from this flooding and to clear and snag that area to get it back in good shape. Now, they want to establish this drainage district to maintain this work so that they would not have the flooding that they have had in the past. Mr. Alons explained the following process to establish the drainage district:

- 1. Receive approval from the Board of County Commissioners to proceed with establishing a drainage district.
- 2. Post a public notice for the public hearing and hold it during a Commissioners' meeting.
- 3. Have the Commissioners approve a Resolution establishing the drainage district.

He further stated that this is very similar to the establishment of a fire district and a water district. The process has been started before when Commissioner Thomas Nixon was on the Board. They found several easements that had already been approved. Because this drainage had not been maintained over the years, they want to establish the district so that they could receive the funds to maintain the drainage properly. The Committee has already done some research work. Once this process is complete, this Committee will proceed with their drainage district. The following questions/comments were made:

- **Lewis Smith:** Mr. Smith, a member of the Bagley Swamp Drainage District Committee, stated that the reason that they want to establish the district was to be able to collect funds to maintain it without having to beg people for the money over time and applying for grants to assist with the expenses.
- **Commissioner Muzzulin:** Mr. Muzzulin asked if the Committee was requesting assistance with the assessment of the fee.
- **Lewis Smith:** Mr. Smith said they need help with that along with what is being done with other drainage districts.

- **Mr. Alons:** He said that he had several samples of drainage districts. Once they get their details worked out, the county will need to have their attorney review it. Basically tonight, they need the Board's direction to proceed or not to proceed.
- **County Manager Heath:** Mr. Heath recommended to the Board that County Attorney High, Scott Alons, and himself review the samples of the ordinances that Mr. Alons has to see if it complies with the General Statutes, obtain a map of the area, decide on how the leaders of the district are going to be chosen, who is going to collect the fee (right now, Bear Swamp Drainage District has a separate company to assess the fee which is included in the tax bill each year which the County collects.), and other items that they would need to research. He thinks it is a good idea but feels that more research needs to be done before proceeding.
- **Commissioner Nelson:** Mr. Nelson thanked them for doing what they have done thus far and agrees that it needs to be done but feels that it should be for the entire county and not just for one area.
- **Mr. Alons:** Mr. Alons said that several years ago, the County obtained a grant to do a water management study. They were able to break down the county into six districts. Then the economy plummeted and it just died. He feels that would be a good thing to review when deciding about the drainage districts for the entire county. Camden County did that last year. Mr. Heath said that, based on that study, the Board decided to put an annual amount in the budget each year to be used for drainage issues that are brought to the Board's attention. In the past years, the County has been working with Dwane Hinson on the Clearing & Snagging of Little River Shores. Other than this project, no one has approached the Board to use these funds until tonight, so they could possibly designate those funds for this project. Mr. Heath asked Mr. Alons if they had an estimated cost for this project. Mr. Alons said that the estimate would be around \$12,000 to \$15,000. He further explained that the first year is where the biggest expense for the county. Mr. Alons can provide information to Mr. Heath and Mr. High.
- **Commissioner Nelson:** He asked how the farmers feel about this on a county scale.
- **Wayne Hurdle:** Mr. Hurdle, another member of the Bagley Swamp Drainage District Committee, said that he thinks that it is a good idea but it isn't just the farmers it is all the property owners too. The expense should be covered by all property owners. That is the only fair way to do it.
- **Commissioner Nelson:** Mr. Nelson felt that the farmers could possibly put a monkey wrench in it
- **Mr. Hurdle:** Mr. Hurdle feels that the farmers are willing to do whatever needs to be done at point in time.
- **Mr. Heath:** Mr. Heath asked if any of the 1400 acres on their map was in Winfall or is it all County land. Mr. Alons said that it all drains into the Perquimans River.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney was not present.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following items were discussed:

- **Commissioner Muzzulin:** Commissioner Muzzulin informed the Board that he had been approached by some residents of Albemarle Plantation about the Shallow Draft Navigation Channel Dredging at the Yeopim Creek/Yeopim River entrance channel. They have approached N.C. Department of Environment & Natural Resources and they are interested in assisting with the situation. The only problem is that it will cost a great deal of money. In order to obtain funding for this project, the funds will have to go through a local governmental entity. Mr. Muzzulin and Mr. Heath discussed the fact that we are a Tier 2 county instead of a Tier 1 county and that would be more costly to the county. He further stated that it will be a costly and a lengthy process because we would be responsible for the state and environmental permits. Mr. Muzzulin asked Mr. Heath what the chances were that Perquimans County would be designated as a Tier 1 county next year. Mr. Heath said that he would venture to say it was very good. Mr. Muzzulin then stated that he felt like they should put this off for another year. Commissioner Nelson said that he felt that it was a good idea and it goes back to what they were discussing earlier in the meeting. Mr. Heath said that it would be advisable to have an engineer to provide us with some cost estimates. He further mentioned that he had heard that these individuals had also talked to Chowan County and they were interested too. Chowan County is a Tier 1 County so they may want to get them involved as being the Grant Applicant. He was not sure if Chowan County would agree.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Jack the Dog:** Mr. Heath explained again why he was showing a picture of Jack the Dog who was adopted from our Tri-County Animal Shelter. He has been instrumental in obtaining funds for our Tri-County Animal Shelter in Chowan County.
- **Library Project:** Mr. Heath stated that the project is proceeding as normal but they are a little behind schedule. The completion date now will be October, 2017.
- **Roof & Window Replacement:** The roof and windows have been replaced at the Albemarle Commission Building. The building has been thoroughly cleaned and repairs to the HVAC System. Robin Trueblood, Maintenance Supervisor, had done a lot of the interior maintenance work on the HVAC System and he thanks him for that.
- **Paving of the Parking Lots:** In a couple of months or so, we will be paving the Albemarle Commission parking lot, the parking lot behind the Sheriff's Office and the parking lot next to the Tax Office.
- **Convenience Site Manager:** Albemarle Regional Health Services has hired Angel White to replace Brad Gardner as PCG Landfill Director effective July 1, 2017.
- **Mike Causey:** The State Insurance Commissioner, Mike Causey, came to Hertford Fire Department on August 2nd. Several representatives from the County and the two Towns were present at the meeting.
- **Dr. Robert Wynegar:** On July 31, 2017, Mr. Heath met with Dr. Robert Wynegar, newly appointed President of The College of the Albemarle. He is present tonight to meet and greet the Board later in the meeting.
- **EMS Peer Review Committee Meeting:** On July 27, 2017, Mr. Heath met with the EMS Peer Review Committee to discuss the next step in the process to move toward the conversion to Paramedic level in Emergency Medical Services.
- **NC Marine Industrial Park Authority Board Meeting:** The meeting was held in Hertford on July 18th. The members were able to tour the boat ramp facility.
- **Opioid Meeting:** On July 13th, Mr. Heath and Commissioner Nelson attended a meeting with the officials from Pasquotank County, Elizabeth City, Camden County, and the Health Department to discuss the Opioid issues that the Board had discussed previously. There will be more information on the Forum in the future.

INFORMATION FOR THE RECORD

Vice Chair Leigh explained that Chairman Kyle Jones is ill tonight and Commissioner Hoffler is attending another meeting out of town.

RESPONSE – RIVERFRONT DRIVE IN SHADY OAKES SUBDIVISION

In March, 2017, the Board approved to forward a request to add Riverfront Drive in Shady Oakes to the State NCDOT Maintenance System. We received notification from NCDOT that, on July 31, 2017, their NCDOT Board denied their request on the grounds that the roads were not up to NCDOT standards and the subdivision does not serve the required number of homes to qualify. This is for information purposes only so no action is required by the Board.

AUTHORIZATION TO SELL PARCEL #2-D082-G079-HI

The Tax Office has been approached from an individual who is interested in purchasing Parcel No. 2-D082-G079-HI, located in Holiday Island and is currently owned by Perquimans County. They are requesting that the Board authorize them to turn this parcel over to Helen Hunter to sell through GovDeals. On motion made by Wallace E. Nelson, seconded by Edward R. Muzzulin, the Board unanimously authorized Helen Hunter to proceed with the sale of this parcel through GovDeals.

PUBLIC COMMENTS

Vice Chair Leigh called on the following individuals for public comments:

- **Meredith Wood:** Ms. Wood, Assistant Extension Agent - 4-H, introduced Maggie Williams who will be attending the 4-H Youth Summit in association with the North Carolina Association of County Commissioners. Ms. Williams greeted the Board and explained what she has been doing in 4-H.
- **Dr. Wynegar – COA President:** Dr. Wynegar introduced himself to the Board and talked a little about the College of the Albemarle. The Board welcomed him to the area.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:25 p.m. on motion made by Edward R. Muzzulin, seconded by Wallace E. Nelson.

Fondella A. Leigh, Vice Chair

Clerk to the Board

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WORK SESSION

August 21, 2017

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, August 21, 2017, at 7:00 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 | Edward R. Muzzulin |
| | Wallace Nelson | Charles Woodard |
| MEMBERS ABSENT: | Kyle Jones, Chairman | Joseph W. Hoffler |
| OTHERS PRESENT: | Frank Heath, County Manager | Mary Hunnicutt, Clerk to the Board |

After the Vice Chair called the meeting to order, Commissioner Nelson gave the invocation and the Vice Chair led the Pledge of Allegiance. Vice Chair Leigh explained that Chairman Jones was sick tonight and Commissioner Hoffler was not in attendance tonight. The following matters were discussed.

DRAINAGE DISTRICTS

County Manager Heath said that this will be an informal discussion on the information that was provided to the Board at their August 7th meeting. The information that Mr. Alons had provided was included on their iPads. Mr. Heath reported that he has had another meeting with Mr. Alons about a week or so after the meeting. Before they entered into their discussion, he wanted to give the Board some information that he had received after last discussion with Mr. Alons. During his discussion with Mr. Alons, Mr. Heath said that it did not matter to the Bagley Swamp Drainage District Committee whether or not we established the Drainage District or if we paid for the project through the County Budget. He further explained why the Drainage Line Item was placed in the Budget about five years ago. It seems to Mr. Heath that it would be better to use that line item instead of placing an additional tax. That is what he is leaning on recommending to the Board. Commissioner Nelson asked how the Bear Swamp Drainage District collected their funds. Mr. Heath explained. Mr. Nelson asked if this is the way it would work with the Bagley Swamp Drainage District. Mr. Heath said it would but felt that it would be just as feasible to handle through the drainage line item. Mr. Nelson felt that if they place an assessment on the drainage district why couldn't those funds be deposited into that drainage line item. Mr. Heath explained that the County does not have any oversight as how the money is being used that is up to the officers of that drainage district. Mr. Heath did not have the figures for the fee assessments but will get with the Tax Department to determine what they are and let the Board know.

LARGE SOLAR FARM FACILITIES REVISIONS

Vice Chair Leigh asked if there was any further information that the Board wanted to share regarding the large solar farm facilities. Commissioner Woodard had obtained information and wants Mary Hunnicutt, Clerk to the Board, to forward copies of it to the Board. County Manager Heath provided additional information on how the Board could require additional conditions when approving the Conditional Use Permit for a large-scale farm facility. After some discussion, the Board directed Mary Hunnicutt to forward Mr. Woodard's information to the Board, review the current requested changes, and prepare a working document that the Board can review and decide to take action on it.

UPDATE ON COURT CASE & BOUNDARY SURVEY & PLANNER SERVICE

County Manager Heath updated the Board on the following issues:

- **Timbermill Wind Farm:** For the record, Mr. Heath stated that the Timbermill Wind Farm appeal was ruled in Perquimans County's favor and that the applicant will not proceed any further with the appeal process.
- **Boundary Survey:** We are on the waiting list for the boundary survey and Mr. Heath stated that he is hoping that this will be completed before Timbermill Wind Farm begins their work in Chowan County.
- **Planner's Deployment:** Mr. Heath reported that our Planner, Sam Barrow, will be on deployment for a year and that he and Rhonda Money will be handling the planning matters until Mr. Barrow returns.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting at 7:30 p.m. on motion made by Charles Woodard and seconded by Edward R. Muzzulin.

Fondella A. Leigh, Vice Chair

Clerk to the Board

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