
SPECIAL CALLED MEETING
October 16, 2023
7:00 p.m.

The Perquimans County Board of Commissioners met in a SPECIAL CALLED MEETING on Monday, October 16, 2023, at 7:00 p.m. in the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT: Wallace E. Nelson, Chairman Charles Woodard, Vice Chairman
Timothy J. Corprew Joseph W. Hoffler
T. Kyle Jones James W. Ward

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager Mary P. Hunnicutt, Clerk to the Board

Chairman Nelson called the meeting to order. Commissioner Jones gave the invocation and the Chairman led the Pledge of Allegiance. Chairman Nelson explained that the purpose of this Special Called Meeting was to go into Closed Session to discuss the proposed schedules, standards, and rules to be used in appraisals for Perquimans.

AGENDA

Chairman Nelson stated that a copy of the Agenda was at their seats tonight. Charles Woodard made a motion to approve the Agenda. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board.

PRESENTATION OF PROPOSED SCHEDULES, STANDARDS, & RULES FOR 2024 REVALUATIONS

Chairman Nelson recognized Renee McGinnis who presented the proposed schedules, standards, and rules to be used in appraisal for Perquimans County. She distributed a manual with this information in it and reviewed each section of the manual. The first question she asked was how many Commissioners had not been through a revaluation before. Commissioners Corprew and Ward had never been through the revaluations as a Commissioner. She explained that they have been working on this for the last couple of months. This is the first part to adopting these schedules. The next step would be a public hearing and then the adoption of the schedules. She also apologized to Commissioner Jones for not listing him on the list of Commissioners because he was not listed on the website. That will be corrected. Within the Schedule of Values, you have two schedules – one within the County and one for the Land Use Values. Perquimans County like many other surrounding counties use the Land Use Schedule that the State publishes. After her presentation, Chairman Nelson asked if there were any questions from the Board. After answering a few questions, she explained that the information presented tonight will be kept in the Tax Office with Bill Jennings, Tax Administrator. The notices will be mailed to the property owners around February. County Manager Heath stated that the Public Hearing was scheduled for October 30, 2023 but due to schedule conflicts it will be held on November 6, 2023 prior to the Regular Meeting. The Schedule of Values will be adopted at a Special Called Meeting/Work Session on November 20, 2023.

SALE OF PROPERTY TO EAST COAST STEEL FABRICATION

County Manager Heath explained that, at the direction of the Board, he has been negotiating with East Coast Steel Fabrication to purchase four (4) acres of woodland and wetland adjacent to his other property within the Commerce Centre. They have agreed on a sale price of \$35,000 for the entire four (4) acres. Tonight, he is asking the Board to accept the offer and proceed with the Public Hearing on November 6, 2023 and to take action on it after the Public Hearing. Chairman Nelson asked if there would be some language in the deed to make sure that the ditch will be kept cut and cleaned out. Commissioner Corprew said that we could obtain a drainage easement. If it does need to be cleaned out, the County would have right to do so and possibly ask the current owner to reimburse for the cost of the work. County Manager Heath will discuss that with County Attorney High. T. Kyle Jones made a motion to proceed with setting up the Public Hearing for November 6, 2023 meeting and to take action on the sale of the property after the Public Hearing was closed and during the Regular Meeting. The motion was seconded by James W. Ward and unanimously approved by the Board.

PERSONNEL MATTER - RETIREMENT

County Manager Heath presented a retirement letter for Board action. On motion made by Charles Woodard, seconded by Joseph W. Hoffer, the Board approved the following retirement:

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Christopher Wharton	Water Plant Operator	Retirement			01/01/2024

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:20 p.m. on motion made by Timothy J. Corprew, seconded by Charles Woodard.

Wallace E. Nelson, Chairman

Clerk to the Board