

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Larry Chappell	Part-Time/Fill-In EMT	Retirement			12/01/2017
Debbie Lyman	Part-Time/Fill-In EMT-I	Retirement			12/01/2017
Katherine Weiss	Part-Time/Fill-In EMT-I	Resignation			12/01/2017

4. **Step/Merit Increases:**

Employee Name	Employee Job Title	Grade /Step	New Salary	Effective Date
Samantha Farrar	Office Assistant III	57/4	\$24,686	8/01/2018
Sonia Davenport	EMT-I	66/8	\$40,446	8/01/2018
Jonathan Blanchard	Athletic Program Supervisor	64/3	\$32,773	8/01/2018
Nettie Gordon	Secretary - Senior Center	56/5	\$11.64/hr.	8/01/2018
Brian Baker	P/T Animal Control Officer	58/3	\$12.10/hr.	8/01/2018
Brian Gregory	Deputy Sheriff	65/3	\$34,249	8/01/2018
Damon Sizemore	Deputy Sheriff (Certified)	65/2	\$33,434	8/01/2018
Sharon Cooper	Tax Clerk - DMV	58/4	\$25,796	8/01/2018

5. **Budget Amendment:**

**BUDGET AMENDMENT NO. 1
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	13,714	
10-610-192	Crisis Intervention	13,714	

EXPLANATION: To amend FY 18/19 budget to reflect actual crisis intervention funds as approved by the State.

6. **Board Appointments:** The following Board reappointments were unanimously approved by the Board:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
High, Hackney	County Attorney	Reappointment	2 yrs.	8/01/2018
Gordon, Nettie	COC - Adult Care Home Advisory Committee	Resignation		6/30/2018

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

- **Surplus Equipment:** The Board adopted the following Resolution requesting the Board to declare items as surplus equipment to be sold on GovDeals or traded in for new vehicle:

**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 vehicle is hereby declared to be surplus to the needs of the County:

Unit Name	VIN	Model Year	Make	Model
163	1FDXE4FP7ADA03558	2010	Ford	E-450
	1ED1F302855340213	2005	Fleetwood	Trailer
	AAH300228	Kyocera	Mita KM-2530	Copier

2. The County Manager is hereby authorized and directed to proceed on behalf of the Perquimans County Board of Commissioners to use this as a trade-in for the new ambulance being purchased from Northwestern Emergency Vehicles. The Fleetwood Trailer and Kyocera Copier will be sold on GovDeals.
3. The County reserves the right to decide not to trade-in 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 August, 2018.

Wallace E. Nelson, Chairman

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

8. **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.

INTRODUCTION OF NEW EMPLOYEES

The following introductions to the Board were made:

- **Social Services:** Susan Chaney, Social Services Director, introduced Amy Felton - Social Worker IA&T who was appointed on June 1, 2018 and Deanne Smith - IMC II – Adult Medicaid Caseworker who was appointed July 1, 2018.
- **Deputy Sheriff:** Sheriff Shelby White contacted Mary Hunnicutt, Clerk to the Board, and notified her that Ms. Arroyo was unable to attend the meeting tonight. He will introduce her next month.

DWIGHT DECOSKEY

Mr. Decoskey, new Executive Director/CEO of Albemarle Hopeline, Inc., introduce himself, explained the relationship between the county and Albemarle Hopeline, and provided some priorities that should be of interest to the Board.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings did not present his monthly report. The information was included in the Board's Agenda Packets.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report. She also reported that the Memorandum of Understanding (MOU) between the County and the State was approved but the signing page, which was sent separately, was declined. She further explained the results of their USDA Title Use Report, which is what the State holds them to 95%. We received three cases of which one was overdue. She briefly

discussed the reasons for these three cases. Our percentage for the month was 93.5%. This is where Ms. Chaney is concerned about and hopes that further discussions will be made to improve this.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following commissioner's concerns/committee reports were given:

- **Commissioner Muzzulin:** Mr. Muzzulin asked what was happening with the old library building. County Manager Heath stated that, at their retreat, the Board said to clean it out and get it ready to sell.
- **Commissioner Nelson:** Mr. Nelson provided the following July Regional Trillium Meeting Update:

Budget

- FY 2018-2019 single stream funding for Trillium were eliminated, including recurring reductions
- First time since 2015 we will receive our full allocation

House Bill 630

- Significant changes to the Involuntary Commitment Laws
- MCO develops a "local/regional area crisis plans with community stakeholders (Magistrates, Hospitals, Law enforcement, providers)
- Licensed Clinicians will be trained to do the first commitment exam along with a Health Screening.
- Purpose of legislation- to keep people out of the ED who have been involuntarily committed (introduced by NC Healthcare Association.)
- Law Enforcement who are transporting IVC's must consult the local area crisis plan to identify the location of first commitment examiner.
- Allows respondents to be detained in an area facility if available, clinic or private hospital, in his home but not in jail or penal facility until commitment exam is available.
- Legislation also requires that a transportation agreement must be developed and all parties must agree and sign off.

Columbus County

- Columbus County officially joined Trillium effective July 1, 2018. So far all is running smoothly.

Trainings in the Northern Region

- For FY 2017-2018 we have had 9 Crisis Intervention Trainings for Law Enforcement also including EMS in these trainings.
- Have provided Youth Mental Health First Aid Training to 5 of our School Triand Bertie. Already have additional upcoming trainings scheduled

House Bill 403

- Establishes the framework for the Standard and Tailored Plans.
- Managed Care Organizations (CO's) will be the only applicants for the Tailored Plans for the first four years.
- After 4 years, RFP will be put out for bid and only MCO's and nonprofit agencies will be allowed to submit bids.
- Time frame for Tailored Plans should be around July 1, 2021.

Social Determinants of Health

- Social Determinants of Health (SDoH) are a major part of the Tailored Plan implementation.
- The following SDoH are identified by the Secretary: Housing, Food, Transportation, Employment, and Personal Safety.
- When basic needs are not met, then our members symptoms usually increase and higher cost services are accessed.
- If SDoH are addressed, then our members can concentrate on their Recovery, treatment and other supportive services
- We are seeking input from our Regional Boards, Community Collaboratives, and other Stake holder groups on suggestions of how this will be addressed.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Annual Report from Cooperative Extension:** Mr. Heath explained that, prior to our August 20, 2018 Work Session, Cooperative Extension has invited the Board for a picnic at the Extension office at 5:30 p.m. to provide the Board with their Annual Report.
- **Golden Leaf Grant:** Today, Mr. Heath attended a meeting with the Golden Leaf representatives to discuss the upcoming Golden Leaf Grant process. The County is asking for \$1.5 million for the Boat Basin and the School System is asking for \$.5 million for some Literacy Initiatives they have. The Letter of Inquiry is due by September 7th. Once the Letter of Inquiry is approved, Golden Leaf will ask us to submit a full proposal for the grant.
- **Hillary Sherman:** On Thursday, Mr. Heath will meet with Hillary Sherman of USED A about a grant to complete the Boat Basin. We are asking for approximately \$2 million. We have already received \$3 million from the General Assembly for this project.
- **Building Initiatives:** On August 30th, Mr. Heath and Ms. Chaney are going to meet with the architect about a new Social Services Building.
- **Broadband:** Recently, the Legislature designated approximately \$10 million to Broadband Infrastructure Improvements. Allowing local electric cooperatives through the state were included in applying for these funds. Mr. Heath and Mr. Nelson are trying to set up a time to talk with Albemarle Electric Membership Corporation (AEMC) to see if they would be willing to partner with the County to extend it to the in-mile locations through the County.
- **Assisted Living Facility:** There is a plan to open a 50,000-square foot assisted living facility with 500 beds in front of the new library. It will be great to provide services to our community. Prior to our meeting in September, a public hearing will have to be held in order to get financing (bonds from a public entity) for this facility.

ANIMAL CONTROL ORDINANCE AMENDMENT

Chairman Nelson explained that the Board has been reviewing this for several months and are presenting the following proposed Ordinance Amendment to our Animal Control Ordinance:

PROPOSED ORDINANCE NO. 99

AMENDMENTS TO ORDINANCE NO. 63:

PERQUIMANS COUNTY ANIMAL CONTROL ORDINANCE

AMENDMENT NO. 1, DATED APRIL 2, 2018

The following text added to the Perquimans County Animal Control Ordinance (Ordinance No. 63) was unanimously approved by the Perquimans County Board of Commissioners at their Regular Meeting on August 6, 2018 as recorded in their Minute Book No. 15, page _____.

SECTION TWO

HUMANE TREATMENT OF ANIMALS

2.00 Exemption. The provisions of this section shall not apply to dogs used for lawful hunting purposes.

2.01 Definitions. For purposes of this section, the words and phrases below shall have the following meanings:

Animal: Includes dogs, cats or other domesticated animals.

Outside Enclosure: A structure with a solid roof, used to house an animal and protect it from the weather. If the structure is located within a confined space such as a kennel or fence, the structure must not take up more than 25% of the confined area.

Tethering: The act of tying, chaining or restraining a dog to a fixed object with a rope, chain or other device in order to keep the dog confined. This term does not include restraining a dog on an attended leash.

2.02 Responsibilities of Owners.

A. Owners of dogs kept outside shall provide an outside enclosure that ensures humane and sanitary shelter from heat, cold, rain, wind and snow and shall provide food and water adequate to keep the dog in good health and comfort.

B. Animals shall not be kept on any lot unless the owner or keeper of the animal occupies the property where the animal is kept.

C. Pursuant to N.C.G.S. 14-361.1, no person shall willfully and without justifiable excuse abandon or cause to be abandoned any animal and such statute is incorporated herein.

2.03 Cruelty to Animals. Pursuant to N.C.G.S. 14-360, no person shall intentionally overdrive, overload, wound, injure, torment, kill or necessary sustenance any animal and such statute is incorporated herein.

2.04 Tethering. Permanent tethering of dogs is prohibited. No dog shall be permanently tied, chained, fastened or otherwise tethered to any inanimate stationary object as a means of confinement of the dog to property.

2.05 Violations. Any violations of this section shall be considered a Class III Violation as outlined in Section One and shall be levied accordingly. Violations shall subject the violator to all other remedies provided by law.

Upon motion of _____ and second of _____ all of the aforesaid amendment to Ordinance No. 63 was adopted unanimously by the Perquimans County Board of Commissioners at its Regular Meeting on the 6th day of August, 2018 to be effective immediately and as recorded in their Minute Book No. 15, page _____.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

SEAL

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

From the discussion at the Board's Work Session, it was the consensus of the Board to include a section that excludes dogs used for lawful hunting purposes and to simplify/clarify the outside enclosure language. County Manager Heath said that these were the only items that were added to the above proposed Amendment to the Animal Control Ordinance. He further explained the process of adopting an Ordinance. After explaining that we had received several e-mails in support of the original proposed Ordinance in April, Chairman Nelson asked if there was a motion. For the purpose of discussion, T. Kyle Jones made a motion to adopt ordinance as proposed. Charles Woodard seconded the motion. Chairman Nelson asked if there was any discussion. The following matters were discussed:

- **Commissioner Jones:** Mr. Jones explained that, as he has mentioned before, his personal belief is that we should limit our ordinances to those matters that affects a person's use and enjoyment of property. He further stated that, when we get into issues like this, it's borderline morality. For that reason, he will vote against the Amendment. In addition, he stated that he had never owned a dog that was tethered and feels that no one on the Board has either unless it was a hunting dog. He continued to state that, as a matter of policy, it is advisable to try to adopt things that are based on logic and reason and not trying to appease people. He noted that some of the people that were for it previously are now opposed to what we are trying to do tonight. In addition, as the Sheriff has stated, it is unenforceable because you cannot explain what "permanent" is. He further commended County Attorney High for his diligent work on this. He has accomplished the task that the Board had asked him to do. If it isn't enforceable, what is the purpose of having it. This is his personal opinion.
- **Commissioner Woodard:** Commissioner Woodard asked County Attorney High what his comments are with regard to Commissioner Jones' comments. County Attorney High explained that lack of proof that the animal was not tethered the entire 24 hours would make it difficult to enforce this ordinance. This puts a burden on the Sheriff's Department and the private citizen making the complaint to prove "permanent".
- **Commissioner Jones:** Mr. Jones stated that sometimes he does not articulate his point as well as he should but he wanted to go on record that he is not for tethering. His objection is that, when you adopt an ordinance, it needs to be based on logic and reason not just to make people happy.
- **Commissioner Woodard:** Mr. Woodard does not agree with cruelty to animals. Will this amendment help prevent this? How to control that puts a lot of strain on the people making the complaint and our Sheriff's Department.
- **Commissioner Leigh:** At the Work Session, Ms. Leigh said that her concern was how the Sheriff's Department will enforce this ordinance. Chairman Nelson said that he feels that it will have to be public complaint driven. Ms. Leigh agreed.
- **Commissioner Muzzulin:** Mr. Muzzulin said that the only complaint he received was that hunting dogs were exempted from this ordinance.
- **Chairman Nelson:** The only comment he has received was the question, should we have a statement like that at the top that the hunting dogs were exempt from this Amendment.
- **Commissioner Jones:** Mr. Jones said, in closing, with regard to Mr. Woodard's question about stopping cruelty to animals, the State Statute criminalizes this and lays out the specifics in that Statute. Mr. Jones asked Mr. High how many of these cases had he seen in his career. They both said that there had been very few cases. This is because it is very difficult to prove.

Commissioner Woodard asked them to review the process to adopt an Ordinance again. County Attorney High explained that, at the first reading, if the Ordinance did not pass unanimously but by a majority, it would be voted on again at the next meeting. At that time, a simple majority would pass it. County Manager Heath said that, if it does not pass tonight, then he thinks that this ends tonight. If the Board wants to present another version, we should have a public hearing and start the process over again. Commissioner Jones asked that, if we continue to work on this, will the County Attorney get paid for his work. Mr. Heath said yes. There being any further discussion, the motion died by a vote of two (2) to three (3) with Commissioners Muzzulin, Jones, and Leigh voting against the motion.

PERQUIMANS COUNTY ESFRLP1719 BID AWARD

County Manager Heath explained that on July 5, 2018, bids were opened from contractors that wanted to work on the five dwellings that qualified for the Single Family Rehabilitation Grant. After finding out that an interested contractor was left off the bid list, the project was rebid and the bids were opened on July 26, 2018. The bids received were as follows:

Contractor	Case #02 207 S Covent Garden St Hertford	Case #04 147 Bethany Church Rd Belvidere	Case #05 211 S Covent Garden St Hertford	Case #07 306 S Church St Hertford	Case #08 113 King St Hertford
Blair Shores Builders	\$21,908	\$24,700	\$15,375	\$24,900	\$24,650
B&B Construction	\$23,850	\$21,850	\$18,850	\$22,700	\$21,650
William Holley Construction	\$22,370	\$26,325	\$18,700	\$24,875	\$19,800

The low bids are **highlighted**. Edward R. Muzzulin made a motion to award the bids to the low bidders. The motion was seconded by Charles Woodard. Chairman Nelson asked if there were any questions or comments. Commissioner Leigh asked if William Holley Construction is related to the Holly

Construction that did Ms. Simpson work. County Manager Heath said it was not. There being no further discussion, the Board unanimously awarded the bids as follows:

Case Number	Blair Shores Builders	B&B Construction	William Holley Construction
Case #02 - 207 S Covent Garden St Hertford	\$21,908		
Case #04 - 147 Bethany Church Rd, Belvidere		\$21,850	
Case #05 - 211 S Covent Garden St. Hertford			\$15,375
Case #07 - 306 S Church St, Hertford		\$22,700	
Case #08 - 113 King S, Hertford			\$19,800

SENIORS' HEALTH INSURANCE INFORMATION PROGRAM (SHIIP) GRANT

Chairman Nelson recognized Jewel Winslow, Cooperative Extension Director, who explained that the County has been awarded the \$2,160 SHIIP Grant. She is asking that the Board accept the funds and authorized the Chairman and County Staff to sign the documentation when we receive it. On motion made by T. Kyle Jones, seconded by Fondella A. Leigh, the Board unanimously accepted the SHIIP Funds in the amount of \$2,160 and authorized Chairman and County Staff to sign the documentation.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:00 p.m. on motion made by Charles Woodard, seconded by Edward R. Muzzulin.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

August 20, 2018

7:00 p.m.

Due to a lack of business to discuss, the Perquimans County Board of Commissioners Work Session on August 20, 2018 was cancelled.
