

AGENDA

All items are for discussion and possible action.
 Perquimans County Board of Commissioners
 Commissioners' Room - Courthouse Annex Building
September 4, 2018
6:55 p.m.

NOTE: DUE TO LABOR DAY HOLIDAY, THE MEETING WILL BE HELD ON TUESDAY.

- I. **Call to Order**
- II. **Prayer & Pledge**
- III. **Public Hearing**
 - A. **Resolution for Regional Housing & Community Service Corporation** 6:55 p.m.
 - *To receive citizens' comments to consider a Resolution for Regional Housing & Community Service Corporation.*
- 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: August 6, 2018 Regular Meeting, August 20, 2018 Work Session was cancelled
 - B. Tax Refund Approvals
 - C. Personnel Matters
 - 1. Promotion: Social Worker III
 - 2. Appointment: Deputy - Uncertified
 - 3. Resignation: EMT-B
 - 4. Resignation: IMC II
 - 5. Resignation: Office Assistant III
 - D. Step/Merit Increases
 - 1. Department Heads (1)
 - 2. Social Services Department (2)
 - 3. EMS (1)
 - E. Budget Amendments Nos. 2 - 5
 - F. Board Appointments/Reappointments:
 - 1. Reappointment: Animal Control Board (1)
 - 2. Reappointment: Planning Board (1)
 - 3. Retirement: Planning Board (1)
 - 4. Reappointment: Board of Adjustments (1)
 - 5. Retirement: Board of Adjustment (1)
 - G. Miscellaneous Documents:
 - 1. County Cooperative Agreement with N.C. Forest Service
 - 2. Resolution: Fall Litter Sweep
- VI. **INTRODUCTION OF NEW EMPLOYEES/STAFF**
 - A. Introduction of New Employees/Staff
 - 1. Deputy Sheriff (2)
- VII. **Scheduled Appointments**
 - A. Bill Jennings, Tax Administrator 7:00 p.m.
 - B. Susan Chaney, Social Services 7:05 p.m.
 - C. 7:10 p.m.
- VIII. **Commissioner's Concerns/Committee Reports**
 - A. Fondella Leigh
 - 1. Albemarle Commission Board Alternate
 - 2. Celebration for Leo Higgins

- NO
ACTION
REQUIRED

IX. Old Business

 - B.
 - A. Updates from County Manager
 - B.
 - C.

- ACTION
REQUIRED

X. New Business

 - A. Appointment: Planning Board
 - B. Authorization to Sell Parcel #3-0040-HH407-H
 - C. Resolution of Proceedings of the Board of Commissioners of the County of Perquimans, North Carolina at its Regular Meeting Held on September 4, 2018
 - D.
 - E.
 - F.

- NO
ACTION
REQUIRED

XI. 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:

- Resolution Opposing House Bill 320 (Graham County)
- Perquimans Arts League Letter Dated August 24, 2018
- Prescription Card Program

DEPARTMENT HEAD REPORT:

- Plat Log
- Building Inspector's Report
- Code Enforcement Report

COMMITTEE WRITTEN REPORTS:

- EMS Peer Review Minutes – July 26, 2018

NOTES FROM THE COUNTY MANAGER
September 4, 2018
6:55 p.m.

- III.A. **Enclosures:** Public Hearing is being held regarding the following matter: 6:55 p.m.
- A. **Resolution for Regional Housing & Community Service Corporation:** *To receive citizens' comments to consider a Resolution for Regional Housing & Community Service Corporation. Jeffrey Poley, representative from Parker Poe, will be present to discuss this Resolution.*
- 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. **Sheriff Shelby White:** Sheriff White will introduce Tori Arroyo who was appointed as Certified Deputy effective August 1, 2018 and Russell Gray who is scheduled to be appointed tonight as an Uncertified Deputy.
- VII.A. **Enclosure.** Bill Jennings, Tax Administrator, will present his Monthly update.
- VII.B. Susan Chaney, Social Services Director, will present her monthly report.
- VIII.A. **Enclosure.** Commissioner's Concerns/Committee Report:
1. **Vice Chair Leigh:** Ms. Leigh will discuss the need for an appointment of an Albemarle Commission Board Alternate and the Leo Higgins Celebration set for September 15, 2018.
- IX. County Manager Heath will present several updates to the Board.
- X.A. **Enclosures.** County Manager Heath will explain that Paul Kahl's last term on the Planning Board expires on September 30, 2018. The Board will need to appoint a replacement. A copy of the current Volunteer Applications is attached. Also, we received a new application from Tim Corprew which is also attached. Board discussion and possible action is being requested.
- X.B. **Enclosure.** The Tax Office has been approached by several individuals who are interested in purchasing Parcel No. 3-0040-HH407-H, which is currently owned by Perquimans County. They are requesting that the Board authorize them to turn this parcel over to Helen Hunter to sell. Board action is being requested.
- X.C. **Enclosure.** A Public Hearing was held earlier to give the opportunity to comment on the bonds and the assisted living facility to be located in Perquimans County (Herford). The Board will need to adopt the Resolution presented during the Public Hearing process. 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 for August 6, 2018 Regular Meeting and August 20, 2018 Work Session (meeting cancelled)
- B. **Enclosures:** Tax Refunds – see attached list
- C. **Enclosures:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Kathleen Brooks	Social Worker III – Adult Services	Promotion	67/4	\$38,338	9/01/2018
Robert Russell Gray, III	Deputy – Uncertified	Appointment	64/1	\$31,213	9/01/2018
Ashlee Bockelman	Part-Time/Fill-In EMT-B	Resignation			08/17/2018
Beverly Puffey	IMC II	Resignation			08/31/2018
Nicole Hunter	Office Assistant III	Resignation			09/05/2018

- D. **Enclosures:** During the Budget process, these step/merit increases were approved for the employee. The following individuals are being recommended by their supervisor for step/merit increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Jackie Frierson	Register of Deeds	70/8	\$48,232	9/01/2018
Kay Hall	Social Worker II	67/7	\$41,234	9/01/2018
Pamela Midgett	IMS II	67/3	\$37,400	9/01/2018
Faith Broughton	AEMT	66/3	\$17.21/hr.	9/01/2018

E. **Enclosures:** Budget Amendment Nos. 2-5 are presented for Board action.

F. **Enclosure:** The following Board reappointments/resignations are being presented for Board action:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Thompson, Bethany	Animal Control Board (SPCA Representative)	Reappointment	2 yrs.	10/01/2018
Roberts, A.O.	Planning Board (<i>last term</i>)	Reappointment	3 yrs.	10/01/2018
Kahl, Paul	Planning Board	Retirement		09/30/2018
Winslow, Lynwood, III	Board of Adjustments	Reappointment	3 yrs.	10/01/2018
Overman, Pete	Board of Adjustments	Retirement		09/30/2018

G. **Enclosures:** The following miscellaneous documents are presented for Board consideration:

1. **County Cooperative Agreement with N.C. Forest Services:** Enclosed is the 2018-2019 County Cooperative Agreement with the Division of Forest Resources for Board consideration and action.
2. **Resolution – Fall Litter Sweep:** Enclosed is the Resolution declaring September 24 – 28, 2018 as Fall Litter Sweep in Perquimans County. Board action is being request.



Memorandum

TO: Perquimans County, North Carolina

FROM: Jeffrey A. Poley

DATE: August 13, 2018

RE: Public Hearings/Resolutions for Regional Housing & Community Service Corporation

Introduction

On behalf our client Regional Housing & Community Service Corporation and its affiliates (the "Borrowers"), we are requesting the Board of Commissioners of Perquimans County to hold a public hearing and adopt a resolution to help the Borrowers finance the acquisition and/or construction of assisted living facilities in the County.

The Borrowers

The Borrowers are nonprofit entities and organizations described under Section 501(c)(3) of the Internal Revenue Code. The Borrowers have acquired (or will acquire) land and intend to build assisted living facilities in each of the above-listed Counties. Not only will the assisted living facilities provide affordable assisted living housing, they will provide jobs in the County. The timing of the final construction of each of the facilities is unknown at this time but is expected within the next year. The Borrowers' intend to finance the facilities with the help of "qualified 501(c)(3) bonds" issued by the Public Finance Authority.

The Public Finance Authority

The Public Finance Authority ("PFA") is a commission created under the Wisconsin statutes that has the authority to issue conduit bonds for public and private entities nationwide. PFA is sponsored by the National Association of Counties, the National League of Cities, the Wisconsin Counties Association and the League of Wisconsin Municipalities. Any debt issued is not debt of the County or the PFA, but rather is payable solely from debt service payments received from the Borrowers.

Requirement for County Action

Federal tax laws and the laws governing the PFA require that the elected legislative body (or highest elected representative) of the governmental unit that has jurisdiction over the area in which a facility to be financed with tax-exempt bonds issued by the PFA is located approve the issuance of the bonds by the PFA and the financing of the facility. Prior to this

Perquimans County, North Carolina
July 18, 2018
Page 2

approval, a public hearing must be held so that the public is given the opportunity to comment on the bonds and the facility.

The Bonds are not and will not be deemed to constitute a debt of the County or a pledge of the faith and credit of the County, and are payable solely from the revenues and other funds generated by the assisted living facility. Because no taxes or other revenues of the County are pledged to pay these bonds, the staff of the County does not need to do financial analysis of the Bonds, the Borrowers or the assisted living facilities.

Request of County

We request the County to hold a public hearing on the assisted living facilities and their related bonds. After the public hearing, we request the Board of Commissioners to adopt a resolution that approves PFA's issuance of the bonds and the financing of the assisted living facilities in the County. **The resolution will provide that: (1) the bonds do not constitute a debt of the County; nor a charge against its general credit or taxing power and (2) the bonds are not an obligation or liability of the County.**

Questions

Please feel free to contact me at 919-835-4659 if you have any questions.

PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF PERQUIMANS, NORTH CAROLINA AT ITS REGULAR MEETING HELD ON SEPTEMBER 4, 2018

At approximately 6:55 p.m., the Chair of the Board of Commissioners of the County of Perquimans, North Carolina ("Board") opened the public hearing relating to the Project and Bonds as set forth in the public hearing notice published on August 20, 2018 and attached as Exhibit A.

A compilation of the comments received is set forth in Exhibit B.

Thereupon, the Chair closed the public hearing and the Board adopted the following resolution:

A RESOLUTION

REGARDING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS ASSISTED LIVING REVENUE BONDS, IN ONE OR MORE SERIES, IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$17,500,000, FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION AND CONSTRUCTION OF CERTAIN ASSISTED LIVING FACILITIES LOCATED IN THE COUNTY; AND OTHER RELATED MATTERS.

WHEREAS, the Public Finance Authority ("Authority"), a State of Wisconsin commission, acting by and through its Board of Directors, is authorized and empowered under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended ("Act"), to issue bonds and enter into agreements with public or private entities for the purpose of financing capital improvements located within or without the State of Wisconsin and owned, sponsored or controlled by a participant, as defined in the Act;

WHEREAS, PERQUIMANS PROPCO HOLDINGS, LLC and PERQUIMANS OPCO HOLDINGS, LLC, each a North Carolina limited liability company, the sole member of each is Regional Housing & Community Services Corporation, a California nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended ("Code") (collectively, "Borrower") has applied to the Authority to issue its Assisted Living Revenue Bonds ("Bonds") in one or more series in an aggregate principal amount of \$17,500,000, which will be loaned to the Borrower to (i) finance or refinance (a) the acquisition of land, certificates of need, licenses (b) certain predevelopment expenses, and (c) construction of an approximately 53,244 square foot, 83 unit (100 beds) assisted living facility located at the approximately 17 acre parcel on the east side of S. Church Street immediately south of the S. Church Street Bridge and across from the intersection of ARPDC St. and S. Church St. in Hertford, Perquimans County, NC 27930 (collectively, the "Project") and (ii) pay certain fees and costs associated with the issuance of the Bonds;

WHEREAS, the Project will be initially owned and operated by the Borrower;

WHEREAS, the Borrower anticipates that the Project will benefit the County of Perquimans, North Carolina ("County"), generally and, in particular, by providing affordable, decent, safe, and sanitary housing and assisted living facilities for people from the County and surrounding areas;

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Amended and Restated Joint Exercise Power Agreement Relating to the Public Finance

Authority dated as of September 28, 2010 (collectively, "Authority Requirements") and Section 147(f) of the Code and Treasury Regulations Section 5f.103-2(f), as amended (collectively, "Federal Tax Requirements"), prior to the issuance of the Bonds by the Authority, and after a public hearing held following reasonable public notice, the Borrower has requested the Board of Commissioners of the County ("Board"), as the highest elected representatives of the County, the governmental unit having jurisdiction over the area in which the Project is located, to approve the Authority's issuance of the Bonds and the financing the Project in the County;

WHEREAS, on this date, prior to any deliberations regarding this Resolution, the County held a public hearing at which all interested persons have been given a reasonable opportunity to express their views on the location of the Project, the issuance of the Bonds and other related matters. The public hearing was duly noticed by publication, attached as Exhibit A, in a newspaper having general circulation in the County, not less than 14 days prior to the date hereof; and

WHEREAS, at the Borrower's request, the Board now desires to approve the Authority's issuance of the Bonds and the financing of the Project in order to satisfy the Authority Requirements and the Federal Tax Requirements.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. Based solely on information provided to the County by the Borrower, it is hereby found, determined and declared that (a) the Project is anticipated to benefit the general public welfare of the County by providing affordable, decent, safe and sanitary housing and assisted living facilities, and (b) the Project and the Bonds will give rise to no pecuniary liability of the County, or a charge against its general credit or taxing power.

Section 2. As required by and in accordance with the Authority Requirements and the Federal Tax Requirements, the Board, as the applicable elected representatives of the governmental unit having jurisdiction over the area in which the Project is located, approves the Authority's issuance of the Bonds and the financing of the costs of the Project in the County solely for the Authority Requirements and the Federal Tax Requirements..

Section 3. The County has no responsibility for the payment of the principal of or interest on the Bonds or for any costs incurred by the Borrower with respect to the Bonds or the Project. The County pledges neither its taxing power nor revenues for the Bonds.

Section 4. All orders and resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed, and this resolution shall take effect and be in full force and effect from and after its adoption.

[Signature Page Follows]

Adopted this 4th day of September, 2018.

COUNTY OF PERQUIMANS, NORTH CAROLINA

(SEAL)

By: _____
Clerk to the Board
County of Perquimans, North Carolina

EXHIBIT A

NOTICE OF PUBLIC HEARING

[Attached]

NOTICE OF A PUBLIC HEARING

REGARDING

NOT TO EXCEED \$17,500,000

PUBLIC FINANCE AUTHORITY

ASSISTED LIVING REVENUE BONDS

(HERTFORD HOUSE)

NOTICE IS HEREBY GIVEN that, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), the Board of Commissioners of Perquimans County, North Carolina, will hold a public hearing at its regularly scheduled meeting on **September 4, 2018, at 6:55 PM in the Board of Commissioners' Meeting Room located on the first floor of the Perquimans County Courthouse Annex Building at 110 N. Church Street, Hertford, North Carolina 27944**, or as soon as practicable thereafter, concerning the proposed issuance by the Public Finance Authority (the "Authority"), a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, of its Assisted Living Revenue Bonds, in one or more series or issues (the "Bonds").

The Bonds are expected to be issued by the Authority in a maximum principal amount not to exceed of \$17,500,000. The proceeds from the sale of the Bonds will be loaned to Perquimans Propco Holdings, LLC and Perquimans Opco Holdings, LLC, each a North Carolina limited liability company, of which Regional Housing & Community Services Corporation, a California public-service corporation and an organization described in Section 501(c)(3) of the Code, is the sole member (collectively, the "Borrower"), and used to finance or refinance (i) the acquisition and construction of an approximately 53,244 square foot, 83 unit (100 beds) assisted living facility located at the approximately 17 acre parcel on the east side of S. Church Street immediately south of the S. Church Street Bridge and across from the intersection of ARPDC St. and S. Church St. in Hertford, Perquimans County, NC 27930, including the acquisition of land, certificates of need, licenses and certain predevelopment expenses associated with the facility (collectively, the "Project"), and (ii) certain fees and costs associated with the issuance of the Bonds.

The Project will initially be owned and operated by the Borrower.

The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the trust indenture for the Bonds.

At the time and place fixed for the public hearing, all persons who appear will be given a reasonable opportunity to express their views, both orally and in writing, for or against the proposed issuance of the Bonds, the location and nature of the Project and other related matters. The Board also intends at the September 4, 2018, meeting to consider and take action on a resolution regarding the issuance of the Bonds by the Authority.

Any person wishing to submit written comments regarding the proposed issuance of the Bonds, the location and nature of the Project and other related matters should do so by submitting comments to the Clerk to the Board no later than 5:00 PM on September 4, 2018, at 110 N. Church Street, Hertford, North Carolina 27944.

Additional information concerning the Project may be obtained from Jeff Poley, Esq., 301 Fayetteville Street, Suite 1400, Raleigh, NC 27601; Email Address: jeffpoley@parkerpoe.com.

EXHIBIT B

PUBLIC HEARING COMMENTS

[none]

**RESOLUTION AUTHORIZING COUNTY MANAGER TO
COMPLETE GRANT DOCUMENTS AND PROCESS FOR
USDA RURAL BUSINESS DEVELOPMENT OPPORTUNITY GRANT**

WHEREAS, Perquimans County applied for a USDA Rural Business Development grant on April 30, 2018 to develop economic development strategic plans and a market study; and,

WHEREAS, Perquimans County has been awarded \$14,000 from USDA for said grant; and,

WHEREAS, USDA requires a resolution authorizing County staff to execute all documents to accomplish and accept the grant funds.

NOW, THEREFORE, BE IT RESOLVED that the Perquimans County Board of Commissioners authorizes County Manager Heath to execute all necessary paperwork to accept the aforementioned USDA grant, and that he has the legal signing authority on behalf of the County for the grant.

Adopted, this 23rd day of July, 2018.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTESTED:

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

(SEAL)

Mr. Heath introduced Sharon Smith, Tourism Director, and Tim Brinn, who presented this request in May, 2018. Ms. Smith made a few comments and Commissioner Muzzulin, Tourism Development Chairman, asked her to review some of the plans that they are going to do. Their main aim is to try to fill the empty stores by filling it with businesses that would be sustainable. Mr. Brinn said that USDA did ask us to reapply next year. After County Manager Heath read the proposed Resolution, T. Kyle Jones made a motion to adopt the Resolution as presented. The motion was seconded by Charles Woodard and unanimously adopted by the Board

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 5:08 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Clerk to the Board

Wallace E. Nelson, Chairman

REGULAR MEETING
August 6, 2018
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, August 6, 2018, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

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

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

AGENDA

Edward R. Muzzulin made a motion to approve the Agenda, as amended. The motion was seconded by Charles Woodard. The Board voted unanimously to approve the Agenda, as amended.

CONSENT AGENDA

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

1. Approval of Minutes: July 2, 2018 Regular Meeting, July 16, 2018 Work Session, and July 23, 2018 Special Called Meeting.
2. Tax Release/Refund Approvals:
PERQUIMANS COUNTY TAX REFUNDS:
Bastek, Robert Andrew _____ \$133.12
New vehicle; plate was originally placed on wrong vehicle. Account No. 0041817723.
Wilson, Kenneth Alan _____ \$212.97
Incorrect assessment on vehicle. Account No. 0042531754.
Lewis, Stanley & Faye _____ \$108.30
Incorrect assessment due to reval. Account No. 520193 for 2016.
Lewis, Stanley & Faye _____ \$108.30
Incorrect assessment due to reval. Account No. 520193 for 2017.

3. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Christopher Wharton	Water Plant Operator	Appointment	66/18	\$47,270	9/01/2018
Caldyn Joyner	District Soil & Water Technician	Resignation			8/15/2018
Emily Barrett	Part-Time/Fill-In Certified Telecommunicator	Moving to P/T F/I	62/5	\$14,711/yr.	9/16/2018

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	\$40,466	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	\$12,16/hr.	8/01/2018
Brian Gregory	Deputy Sheriff	63/3	\$34,249	8/01/2018
Danora 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
10-348-600	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	1FDXE4FP7ADA63558	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.

ATTEST:

Wallace E. Nelson, Chairman

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., introduced 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 Muzzulia:** Mr. Muzzulia 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 631

- 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 402

- 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 USEDA 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 intentions 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 affect 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 Coveal Garden St Hertford	Case #04 145 Bethany Church Rd Bethesda	Case #05 212 S Coveal Garden St Hertford	Case #07 304 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.



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

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

PERQUIMANS COUNTY TAX DEPARTMENT

August 28, 2018

Tax Refunds: (Perquimans County)

Michelle Trueblood Hauck \$119.56
Vehicle was repossessed.
Account #: 0040783606

Perquimans County's Vision:

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

EMPLOYMENT ACTION FORM

DATE SUBMITTED: August 21, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Kathleen Brooks
POSITION: Social Worker III

SOC. SEC. NO.
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE: September 1, 2018

GRADE: 67 STEP: 4 SALARY: \$ 38,338.

Ms. Brooks is currently employed with Perquimans Social Services but will be moving to the Social Work unit. She will be a Social Worker II working against the III position for one year.

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: \$

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

GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP 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

Susan M Chaney

DATE: August 21, 2018

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 8/22/18

FINANCE OFFICER

DATE: _____

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Dianne M. Layden
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: August 21, 2018

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Nicole Elliot, DSS Fiscal Officer

From: Susan Chaney, Director *Susan Chaney*

Subject: New Employee

Perquimans County Department of Social Services has offered the Social Worker III Adult Services position to Ms. Kathleen Brooks and she has accepted the position. Ms. Brooks is currently employed with Perquimans Social Services as a Medicaid worker but her education and degree is in Social Work. Ms. Brooks will begin her new position effective September 1, 2018.

Ms. Brooks will be a Social Worker II working against the III position for one year. She will be classified as a Grade 67 Step 4 with an annual salary of \$ 38,338.

If you have any questions, please do not hesitate to contact me at 426-7373 ext. 128.

Perquimans County's Vision

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

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Robert Russell Gray III

SOC. SEC. NO.: _____

POSITION: Deputy

DEPT.: Sheriff

NEW EMPLOYEE EFFECTIVE DATE: 9-1-18

GRADE: 64 STEP: 1 SALARY: 31,213

ENDING DATE OF PROBATIONARY PERIOD: Upon completion of BLET increase to grade 65

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: 8-22-18

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 8/29/18

FINANCE OFFICER

DATE: _____

Mary Hunnicutt

From: Jonathan Nixon <jnixon@perquimanscountync.gov>
Sent: Friday, August 17, 2018 10:50 AM
To: 'Ashlee Bockelman'
Cc: Mary Hunnicutt; 'Frank Heath'; 'Tracy Mathews'; adminems@perquimanscountync.gov
Subject: RE: Bockelman resignation

Ashlee,

Thanks for your previous service with Perquimans EMS and we wish you the all the best. Keep us in mind for future part-time employment.

Sincerely,

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

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

From: Ashlee Bockelman [<mailto:ashleebockelman@gmail.com>]
Sent: Thursday, August 16, 2018 9:44 AM
To: Jonathan
Subject: Bockelman resignation

Good Morning,

I am writing to inform you of my resignation from Perquimans EMS. I will bring by my issued items to turn in tomorrow.

Thank you,
Ashlee Bockelman

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES

P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD

Terissa J. Blanchard, Chair
Dianne M. Layden
Charles Woodard

252-426-7373 -- FAX 426-1240

DIRECTOR

Susan M. Chaney

MEMORANDUM

Date: August 20, 2018

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Nicole Elliot, DSS Fiscal Officer

From: Susan Chaney *Susan Chaney*

Subject: Employee Resignation

Attached please find a letter of resignation from Perquimans County employee, Beverly Pulley as well as a letter of acceptance of her resignation. Ms. Pulley's last day of employment with Perquimans County Department of Social Services will be Friday, August 31, 2018.

Perquimans County's Vision

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

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Dianne M. Layden Chair
Charles Woodard
Brenda Dillard

252-426-7373 - Fax 426-1240

DIRECTOR
Susan M. Chaney

August 20, 2018

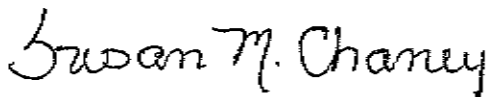
Ms. Beverly Pulley
115 Shawnee Trail
Hertford, NC 27944

Dear Ms. Pulley,

I received your letter dated August 17, 2018 formally notifying me of your resignation from the Perquimans County Department of Social Services effective August 31, 2018. This letter is to inform you that I accept your resignation as an Income Maintenance Caseworker.

On behalf of the entire agency, I wish you well.

Sincerely,



Susan M. Chaney
Director

cc: personnel file

August 17, 2018

Susan Chaney
Director of DSS
103 Charles Street
Hertford, NC 27944

Susan,

I am writing to announce my resignation from Perquimans County Department of Social Services, effective Friday, August 31, 2018.

Sincerely,

A handwritten signature in cursive script that reads "Beverly Pulley". The signature is written in black ink and is positioned above the printed name.

Beverly Pulley

CC: Frank Heath
Mary Hunnicutt

**PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES**

P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD

Terissa J. Blanchard, Chair
Dianne M. Layden
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR

Susan M. Chaney

MEMORANDUM

Date: August 22, 2018

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Nicole Elliot, DSS Fiscal Officer

From: Susan Chaney, Director *Susan Chaney*

Subject: Employee Resignation

The Perquimans County Department of Social Services has received a resignation from Nicole Hunter. Her last day of employment will be September 5, 2018.

If you have any questions, please do not hesitate to contact me at 426-7373 ext. 128.

Perquimans County's Vision

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

August 22, 2018

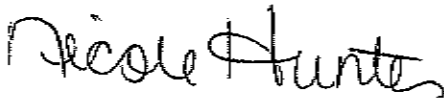
Dear Susan,

I am writing to inform you that I am resigning from my position as NEMT Coordinator. My last day will be Wednesday September 5, 2018.

Thank you and the staff at Perquimans County DSS for the many opportunities, both professional and personal, that added to my growth and development. I have enjoyed my time with the agency especially the support provided to me over the course of my time. If you need my assistance on anything please do not hesitate.

Thank you again!

Sincerely,

A handwritten signature in cursive script that reads "Nicole Hunter". The signature is written in black ink and is positioned above the printed name.

Nicole Hunter

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jacqueline S. Frierson

SOC. SEC. NO.: _____

POSITION: Register of Deeds

DEPT.: Register of Deeds

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 70 STEP: 7 SALARY: \$45,685

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

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

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

 9/1/18 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 70 STEP: 8 SALARY: \$48,232

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: _____

 Frank Heath
DATE: 8/29/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 8/22/18

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Kay Hall
POSITION: Social Worker II

SOC. SEC. NO. _____
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: \$ _____

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

GRADE: _____ STEP: _____ SALARY: \$ _____

DATE OF EMPLOYEE

XX RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE:

Date: 9-1-2018 GRADE: 67 STEP: 7 SALARY: \$ 41,234.

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. Chamey

Frank Heath

DATE: August 22 2018

DATE: 8/22/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 8/22/18

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Pam Midgett SOC. SEC. NO.
POSITION: Income Maintenance 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 OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date

GRADE: STEP: SALARY: \$

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

GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE

XX RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP RAISE:

Date: 9-1-2018 GRADE: 67 STEP: 3 SALARY: \$ 37,400..

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

Suzan M Chaney

DATE: August 22 2018

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 8/22/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: August 22, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Faith Broughton

SOC. SEC. NO.: _____

POSITION: AEMT

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
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
 GRADE: _____ STEP: _____ SALARY: _____

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

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBA-
Date TIONARY PERIOD.

7/1/2018 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 3 SALARY: \$17.21 per hour

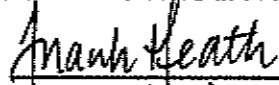
THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL



 DATE: 8/22/2018



 DATE: 8/29/18

FINANCE OFFICER

 DATE: _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 2

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF SEPTEMBER, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-033	State Grants - Senior Medicare	2,160	
10-615-146	SHIIP Funds	2,160	
EXPLANATION: To amend FY 18/19 budget to include the SHIIP Grant amount as approved by the State as discussed and approved during the 8/6/2018 BCC Meeting.			

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, THIS 4th DAY OF SEPTEMBER, 2018.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF SEPTEMBER, 2018.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
COUNTY CONSTRUCTION FUND
NO. 3

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF SEPTEMBER, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-348-006	Perquimans Marine Park Basin	2,882,325	
50-000-724	Perquimans Marine Park Basin	2,882,325	
EXPLANATION: To amend FY 18/19 budget to include an awarded Commerce Centre Grant for Perquimans Marine Park Basin as discussed and approved at the July 2, 2018 BCC Meeting.			

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, THIS 4th DAY OF SEPTEMBER, 2018.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF SEPTEMBER, 2018.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 4

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF SEPTEMBER, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-365-003	USDA - Grant	14,000	
10-420-043	Co. Mgr. - USDA Grant/Expenditure	14,000	
EXPLANATION: To amend FY 18/19 budget to include the USDA Grant.			

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, THIS 4th DAY OF SEPTEMBER, 2018.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF SEPTEMBER, 2018.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 5

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 4th DAY OF SEPTEMBER, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	State Grants - Emergency Management	13,575	
10-530-338	Hazardous Material Grant	13,575	
EXPLANATION: To amend FY 18/19 budget to include the HazMat grant.			

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, THIS 4th DAY OF SEPTEMBER, 2018.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 4th DAY OF SEPTEMBER, 2018.

 Chairman, Board of Commissioners

 Finance Officer

Mary Hunnicutt

From: Shelby White <swhite@perquimanscountync.gov>
Sent: Monday, August 20, 2018 2:57 PM
To: 'Mary Hunnicutt'
Subject: Animal Control Board

Mary,

I spoke with Bethany Thompson this afternoon and asked would she be willing to remain on the Animal Control Board to which she stated she would. I would like to recommend her reappointment to the Animal Control Board as a representative from the SPCA.

Thank you,
Shelby

Mary Hunnicutt

From: Rhonda Money <rhondamoney@perquimanscountync.gov>
Sent: Monday, August 27, 2018 10:21 AM
To: 'Mary Hunnicutt'
Subject: A.O. Roberts will renew term on Planning Board

Mary,

Mr. A.O. Roberts has confirmed he will renew his Planning Board term. I think this will make Oct 2018 to Sept 2020 his 3rd term. [Oct 2012 –Sept 2015 was 1st term; Oct 2015 – Sept 2018 was 2nd term]

As previously noted, Mr. Paul Kahl will be retiring from the Planning Board for a well deserved rest.

Rhonda Money
Planner/GIS
(252) 426-2027 Planning Office [Mon, Wed & Fri]
(252) 426-2855 GIS Office

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

Rhonda Money

From: Kahl, Paul <kahlp@co.pasquotank.nc.us>
Sent: Tuesday, August 21, 2018 10:31 AM
To: 'Rhonda Money'
Subject: Planning Board

Follow Up Flag: Follow up
Flag Status: Flagged

Categories: Red Category

I got your phone message, thank you so very much for all you do. Yes I have been on the board for a while and it has been a total honor and privilege to serve. There comes a time all good things come to an end and I think it is about my time to retire from the board.

Paul

Mary Hunnicutt

From: Rhonda Money <rhondamoney@perquimanscountync.gov>
Sent: Monday, August 27, 2018 2:55 PM
To: 'Mary Hunnicutt'
Cc: 'Frank Heath'
Subject: Board of Adjustment member terms

I spoke with Mr. Pete Overman this morning on the phone and he chooses to retire from the Board of Adjustment. He said it was fun while he was on it, but he feels a little old to be doing that anymore.

Mr. Lynwood Winslow, III left a voice message saying he will renew his Board of Adjustment term.

Rhonda Money
Planner/GIS
(252) 426-2027 Planning Office [Mon, Wed & Fri]
(252) 426-2855 GIS Office

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



North Carolina Department of Agriculture
and Consumer Services
N.C. Forest Service



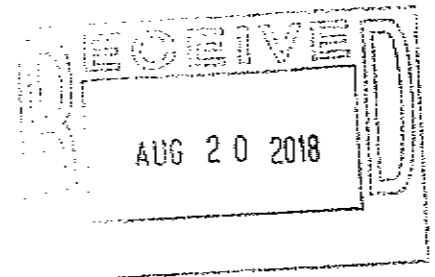
Steven W. Troxler
Commissioner

Scott Bissette
Assistant Commissioner

N. C. Forest Service
861 Berea Church Road
Elizabeth City, NC 27909

August 13, 2018

Mr. Frank Heath
Perquimans County Manager
PO Box 45
Hertford, NC 27944



Dear Mr. Heath:

Enclosed you will find three copies of the 2018-2019 County Cooperative Agreement with The North Carolina Forest Service. Please sign all three copies and return them in the enclosed self-addressed stamped envelope.

We will forward them to the NCDA&CS Chief Deputy Commissioner, David Smith. After he has signed them, an original signed copy will be mailed to you for your records.

Thank you for your cooperation.

Sincerely,

Michael Petruncio
District Forester

MP/tl

Enclosures

STATE OF NORTH CAROLINA
Department of
Agriculture and Consumer Services

\$ 137,131
Total Cooperative
Appropriation

\$ 89,135
State 65%

\$ 47,996
County 35%

AGREEMENT FOR THE PROTECTION, DEVELOPMENT AND IMPROVEMENT
OF FOREST LANDS IN **PERQUIMANS COUNTY** NORTH CAROLINA

THIS AGREEMENT, made under authority of "An act to authorize Counties to cooperate with State in Forest Protection, Reforestation and promotion of Forest Management," **Article 75 of Chapter 106, G.S. 106-895 through G.S. 106-910, by Session Laws 2011-145, s. 13.25(p), effective July 1, 2011**, and also under authority of the North Carolina Department of Agriculture and Consumer Services (hereinafter Called the Department), party of the first part, and the Board of Commissioners of **PERQUIMANS COUNTY** in the State of North Carolina (hereinafter called the Board), party of the second part, witnesseth:

That WHEREAS the said Board, recognizing the need for active forest protection, development, reforestation, management and improvement in **PERQUIMANS COUNTY** has accepted the offer of the Department for cooperation in accomplishing this object:

Now, THEREFORE, in consideration of the mutual covenants hereinafter set forth, the said parties contract and agree to maintain a legally appointed and equipped Forest Ranger organization in said county at the joint cost of the State and County, insofar as the joint funds will permit, as follows:

Part I. THE DEPARTMENT AGREES:

1. To select and employ a County Forest Ranger for the purposes of controlling forest fires in said County; for detecting and extinguishing fires that break out; for investigating the origin of forest, woodland and field fires; for enforcing State forest fire laws; for taking such preventive measures, educational and otherwise, as shall seem necessary to prevent forest fires; for developing and improving the forests through reforestation, promotion and practice of Forest Management practices; and for protection from insects and diseases.
2. To furnish to each Forest Ranger so employed a badge of office, stationery and report forms, instructional posters for use in the County, leaflets for distributing to landowners and others; to purchase necessary equipment, communication systems, and other Forestry improvements deemed necessary insofar as the joint funds will permit.
3. To pay the Forest Ranger for all official services rendered at a fair rate of pay. Rates of pay are to be established by the Department in accordance with existing State salary schedules.

4. To direct, supervise, instruct, and inspect, through its agents, the work and conduct of the Forest Ranger, to discipline and, when necessary, discharge such Forest Ranger.
5. To submit to the Board of Commissioners monthly (or at other mutually satisfactory intervals) an itemized statement of all monies to be paid by the County and those paid by the Department for the proper conduct of the work within said County.
6. To make available annually from State, Federal, and other funds allotted to it, the sum of **EIGHTY-NINE THOUSAND, ONE HUNDRED THIRTY-FIVE DOLLARS (\$89,135)** as its share of an annual budget of **\$137,131** for carrying on the work in said County.

Part II. THE BOARD AGREES:

1. To pay the Department 35% of the total cost of the Forest Ranger salaries and expenses and of other proper expenditures made in connection with the over-all Forestry program in said County, upon receipt and consequent approval of the periodic statements submitted by the Department.
2. To appropriate annually the sum of **FORTY-SEVEN THOUSAND, NINE HUNDRED NINETY-SIX DOLLARS (\$47,996)** which sum shall be available for expenditure under the terms of this Agreement, and shall represent the County's share of the annual budget.

Part III. IT IS EXPRESSLY AGREED AND UNDERSTOOD BY BOTH PARTIES:

1. That this Agreement becomes effective July 1, 2018, and lasts through June 30, 2019.
2. Payments made for services rendered in a prior contract period will apply toward the contract period in which the services were rendered and not toward the contract period when the payments are made.
3. That the annual appropriations as set forth above may be revised by mutual agreement between the Department and Board, based on the amount of annual appropriation desirable for the proper conduct of the Forestry work, such revision to become effective at the beginning of a given Fiscal Year. Any unused balance of County funds remaining at the end of a Fiscal Year shall revert to said County unless otherwise mutually agreed upon by both parties.
4. That the Board reimburse the Department as provided in Part II, Item 1, by forwarding a county voucher drawn in favor of the Department for the amount of the County's share of expenditures as set forth in the Department's periodic statement to the Board. That such payments be made by the Board within thirty days following receipt of the Department's billing.
5. The title to all improvements and equipment purchased and/or constructed in connection with this Agreement will rest with the Department; such materials or their equivalent will remain in the County as long as this Agreement is in effect, or as long as they are needed by the Department for the proper conduct of the work therein.

- 6. That the Forest Ranger periodically or at the request of the Board, shall present to the Board statements of the work being done within the County, so that said Board may be fully informed at all times regarding the Forestry finances and activities within the County.

IN WITNESS WHEREOF, the said parties do hereunto affix their names and seals upon the date herein below specified.

For the Board of County Commissioners of **PERQUIMANS COUNTY**

Date _____ County Manager

Provisions for the payment of the monies to fall due under this Agreement have been made by appropriation duly made or by bonds or notes duly authorized, as required by the County Fiscal Control Act.

Date _____ County Finance Officer

For the North Carolina Department of Agriculture and Consumer Services

Date _____ Signature

N. David Smith
Chief Deputy Commissioner



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

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

RESOLUTION

LITTER SWEEP FALL 2018

IN PERQUIMANS COUNTY

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

WHEREAS, the Fall 2018 "*Litter Sweep*" roadside cleanup will take place September 24 - 28, 2018, 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 2018 LITTER SWEEP cleanup will celebrate the 30th Anniversary of the North Carolina Adopt-A-Highway program and its approximate 6,000 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 September 24 - 28, 2018, as "**FALL 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 4th day of September, 2018.

(SEAL)

Fondella A. Leigh, Vice Chair
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.



August 28, 2018

Perquimans County Commissioners:

Tax bills are expected to be mailed on Wednesday, August 29th.

We plan to go live with our upgraded software the weekend of September 8th.

Bill Jennings

Perquimans County Tax Administrator



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**

Enforced Collections- August 2018

GARNISHMENTS: \$3706.87

PAYMENT AGREEMENTS: \$16,051.84

DEBT SETOFFS: \$0



IN HONOR OF LEO HIGGINS

SATURDAY SEPTEMBER 15, 2018
4:30PM – 7PM

PERQUIMANS COUNTY HIGH SCHOOL, HERTFORD, NC

In honor of a pioneer in our community, you are cordially invited to join us for dinner as we give thanks and recognition to Mr. Leo Higgins for his instrumental role in Perquimans County as a leader of the Perquimans 20/20 Vision. His unwavering dedication made it possible for Perquimans County to have its highly successful Senior Center along with many other contributions. Please help us as we celebrate a valuable member of our community.

FOR MORE INFORMATION & RSVP THE NUMBER ATTENDING BY SEPT, 1,2018
CONTACT FRED YATES; FRED@INTELIPOINT.COM OR PETER LEROY, 426-1089;
PCLEROY39@GMAIL.COM
PLEASE BRING INVITATION FOR ADMITTANCE

LIST OF VOLUNTEER APPLICATIONS

8/28/2018

NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES
McNeal, Cathleen C.	104 New River Drive catmcneal@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
<i>She has her house for sale and is moving to Florida. She will notify me when she sells her home.</i>						
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 4.
Schultz, Brooke Lee	1251 Center Hill Highway bschultz@woodforest.com	Hertford	NC	27944	(252) 335-0074 (252) 548-4783	1. Animal Control Board 2. Econ. Imp. Council 3. PAWS & AWARE 4. Smart Start Board
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.
McNaught, Ruth	162 Roanoke Drive Rmcnaught162@gmail.com	Hertford	NC	27944	(252) 426-5271 (252) 435-7605	1. Local Library Board 2. 3. 4.
Lennon, Alan	2349 Center Hill Highway awlennon76@gmail.com RUNNING FOR COMMISSIONER 11/2018	Hertford	NC	27944	(252) 332-4951 (252) 569-3349	1. Econ. Devel. Commission 2. Planning Board 3. RPO Steering Committee 4. Local Library Board
Damron, Charlotte	1425 Harvey Point chdamron@live.com	Hertford	NC	27944	(252) 426-4653 (252) 331-3440	1. Tourism Development Board 2. 3. 4.
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
Burket, Stephen G.	111 Shady Circle sburket@ix.netcom.com	Hertford	NC	27944	(252) 426-3817 (252) 337-4303	1. Sr Citizen Adv. Board 2. 3. 4.
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. Econ Dev Commission 3. Planning Board 4. RPO Steering Committee
Gordon, Nettie W.	1777 Harvey Point Road no e-mail address	Hertford	NC	27944	(252) 426-7807 (252) 426-8309	1. Comm. Adv. Committee 2. 3. 4.
Simpson, Ernestine E.	398 Chapanoke Road ernestine_simpson@yahoo.com	Hertford	NC	27944	(252) 264-3284 (252) 435-7769	1. Comm. Adv. Committee 2. Planning Board 3. Citizen Advisory Board 4. Sr Citizen Adv. Board
Swain, Linda E.	134 Laurel Street madeline@mediacombb.net	Hertford	NC	27944	(252) 333-0324	1. Comm. Adv. Committee 2. Chowan Hosp Foundation 3. Aging Advisory Council 4. Albemarle District Jail

LIST OF VOLUNTEER APPLICATIONS

8/28/2018

NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES
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. Vol Ag District Committee 3. Water Mgmt Committee 4.
Lassiter, Brenda	725 Sandy Cross Road blassiter@pqschools.org	Belvidere	NC	27919	(252) 297-2740	1. Planning Board 2. Board of Commissioners 3. 4.
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. Bd of Comm Facilitator 4.
Overman, Pete	P.O. Box 105 saltpeterpete@hotmail.com	Hertford	NC	2744	(252) 426-7814 (252) 426-7117 (252) 331-9001	1. Planning Board 2. Any other as needed 3. 4.
Winslow, III, Lynwood	1209 Belvidere Road lcwiii@inteliport.com	Belvidere	NC	27919	(252) 297-6532	1. Planning Board 2. Board of Adjustments 3. 4.
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. Albe Hosp Board of Trustees 3. COA - Board of Trustees 4. Smart Start Board
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.
Knight, Marshall	751 Body Road marshallknight751@centurylink.net	Hertford	NC	27944	(252) 264-3201	1. Board of Adjustments 2. Planning Board 3. 4.
McMullan, Philip	111 W. Camp Perry Road psmir@hughes.net	Hertford	NC	27944	(252) 264-2021	1. COA - Board of Trustees 2. County Historians 3. 4.
Kahl, Paul	402 Woodland Church Rd. escu50viking@yahoo.com	Hertford	NC	27944	(252) 338-1144 (252) 457-5400	1. Planning Board 2. Albe Dist Jail Commission 3. 4.
Antoine J. Moore	116 Sydni Street ajavonmoore@gmail.com	Hertford	NC	27944	(252) 335-0582 (252) 339-1505	1. Planning Board 2. 3. 4.
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. Agri Adv Board 3. 4.
Reed, Deborah S.	1488 Center Hill Hwy deborahreed74@gmail.com	Hertford	NC	27944	(252) 331-5426	1. Board of Adjustment 2. Recreation Adv Board 3. 4.

LIST OF VOLUNTEER APPLICATIONS

8/28/2018

NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES
Hobbs, Benjamin C.	948 Pender Road hobbs@hobbsfurniture.com	Hertford	NC	27944	(252) 312-9609	1. Board of Adjustment 2. 3. 4.
Juanita T. Bailey	190 Weight Station Road	Hertford	NC	27944	(252) 562-3049	1. Sr Citizen Adv. Board 2. 3. 4.
Rhonda Money	412 Hurdletown Road rhondamoney@perquimanscountync.gov	Hertford	NC	27944	(252) 426-2027	1. Local Library Board 2. 3. 4.
Jennifer Poppert	106 Areneuse Creek Ct. japoppert@yahoo.com	Hertford	NC	27944	(252) 331-9368	1. Local Library Board 2. 3. 4.
Philip S. McMullan, Jr.	111 Camp Perry Road psmir@hughes.net	Hertford	NC	27944	(252) 264-2021 (252) 339-7285	1. COA Board of Trustees 2. County Historians 3. 4.
April Smith	800 Lake Road aasmith12@gmail.com aasmit10@sentara.com	Hertford	NC	27944	(252) 426-3182 (252) 384-4977 (252) 312-7959	1. Recreation Adv Board 2. 3. 4.

STATEMENT OF INTEREST TO SERVE

If you are a Perquimans County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Perquimans County Board of Commissioners
c/o Clerk to the Board
P.O. Box 45
Hertford, NC 27944

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

- 1. Planning Board
2.
3.
4.

Your full name Timothy J Corprew

Date of Birth 3-13-1971

Mailing Address 910 WYNNE Fork Rd

City and Zip Code Hertford NC

Home Phone Work Phone Cell Phone 340-2523

Current Job Title Farmer

Company or Agency

Email Address N/A

Do you live in the county? Yes [checked] No []

Please list the name of your Township Bethel

(This information can be obtained from the Tax Office at (252) 426-7010)

Educational Background Graduated From Perquimans High School

Work Experience Owner - Tim Corprew Farms

President - Tim Corprew Trucking Inc

Managing Partner - River Farms LLC

Prior Board/Committee Experience None

This "Statement of Interest to Serve" will remain active for two (2) years from date received in the County Manager's Office.

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences as set forth by the by-laws or rules for that Board.

Signature [Handwritten Signature]

Date 08-24-2018

Please feel free to attach a resume or additional information if so desired.



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

August 21, 2018

To: Perquimans Board of County Commissioners

The Perquimans County Tax Office has been approached by several people who may be interested in purchasing parcel 3-0040-HH407-H. This parcel is currently owned by Perquimans County. I am asking permission to turn this property over to Helen Hunter, the county's liaison for selling county owned parcels, vehicles, etc.

Thank you,

A handwritten signature in black ink, appearing to read "Bill Jennings", with a large, stylized flourish extending from the end.

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.

PROCEEDINGS OF THE BOARD OF COMMISSIONERS OF THE COUNTY OF PERQUIMANS, NORTH CAROLINA AT ITS REGULAR MEETING HELD ON SEPTEMBER 4, 2018

At approximately 6:55 p.m., the Chair of the Board of Commissioners of the County of Perquimans, North Carolina ("Board") opened the public hearing relating to the Project and Bonds as set forth in the public hearing notice published on August 20, 2018 and attached as Exhibit A.

A compilation of the comments received is set for in Exhibit B.

Thereupon, the Chair closed the public hearing and the Board adopted the following resolution:

A RESOLUTION

REGARDING THE ISSUANCE BY THE PUBLIC FINANCE AUTHORITY OF ITS ASSISTED LIVING REVENUE BONDS, IN ONE OR MORE SERIES, IN THE PRINCIPAL AMOUNT NOT TO EXCEED \$17,500,000, FOR THE PURPOSE OF FINANCING OR REFINANCING THE ACQUISITION AND CONSTRUCTION OF CERTAIN ASSISTED LIVING FACILITIES LOCATED IN THE COUNTY; AND OTHER RELATED MATTERS.

WHEREAS, the Public Finance Authority ("Authority"), a State of Wisconsin commission, acting by and through its Board of Directors, is authorized and empowered under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, as amended ("Act"), to issue bonds and enter into agreements with public or private entities for the purpose of financing capital improvements located within or without the State of Wisconsin and owned, sponsored or controlled by a participant, as defined in the Act;

WHEREAS, PERQUIMANS PROPCO HOLDINGS, LLC and PERQUIMANS OPCO HOLDINGS, LLC, each a North Carolina limited liability company, the sole member of each is Regional Housing & Community Services Corporation, a California nonprofit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended ("Code") (collectively, "Borrower") has applied to the Authority to issue its Assisted Living Revenue Bonds ("Bonds") in one or more series in an aggregate principal amount of \$17,500,000, which will be loaned to the Borrower to (i) finance or refinance (a) the acquisition of land, certificates of need, licenses (b) certain predevelopment expenses, and (c) construction of an approximately 53,244 square foot, 83 unit (100 beds) assisted living facility located at the approximately 17 acre parcel on the east side of S. Church Street immediately south of the S. Church Street Bridge and across from the intersection of ARPDC St. and S. Church St. in Hertford, Perquimans County, NC 27930 (collectively, the "Project") and (ii) pay certain fees and costs associated with the issuance of the Bonds;

WHEREAS, the Project will be initially owned and operated by the Borrower;

WHEREAS, the Borrower anticipates that the Project will benefit the County of Perquimans, North Carolina ("County"), generally and, in particular, by providing affordable, decent, safe, and sanitary housing and assisted living facilities for people from the County and surrounding areas;

WHEREAS, pursuant to Section 66.0304(11)(a) of the Wisconsin Statutes and Section 4 of the Amended and Restated Joint Exercise Power Agreement Relating to the Public Finance

Authority dated as of September 28, 2010 (collectively, "Authority Requirements") and Section 147(f) of the Code and Treasury Regulations Section 5f.103-2(f), as amended (collectively, "Federal Tax Requirements"), prior to the issuance of the Bonds by the Authority, and after a public hearing held following reasonable public notice, the Borrower has requested the Board of Commissioners of the County ("Board"), as the highest elected representatives of the County, the governmental unit having jurisdiction over the area in which the Project is located, to approve the Authority's issuance of the Bonds and the financing the Project in the County;

WHEREAS, on this date, prior to any deliberations regarding this Resolution, the County held a public hearing at which all interested persons have been given a reasonable opportunity to express their views on the location of the Project, the issuance of the Bonds and other related matters. The public hearing was duly noticed by publication, attached as Exhibit A, in a newspaper having general circulation in the County, not less than 14 days prior to the date hereof; and

WHEREAS, at the Borrower's request, the Board now desires to approve the Authority's issuance of the Bonds and the financing of the Project in order to satisfy the Authority Requirements and the Federal Tax Requirements.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

Section 1. Based solely on information provided to the County by the Borrower, it is hereby found, determined and declared that (a) the Project is anticipated to benefit the general public welfare of the County by providing affordable, decent, safe and sanitary housing and assisted living facilities, and (b) the Project and the Bonds will give rise to no pecuniary liability of the County, or a charge against its general credit or taxing power.

Section 2. As required by and in accordance with the Authority Requirements and the Federal Tax Requirements, the Board, as the applicable elected representatives of the governmental unit having jurisdiction over the area in which the Project is located, approves the Authority's issuance of the Bonds and the financing of the costs of the Project in the County solely for the Authority Requirements and the Federal Tax Requirements..

Section 3. The County has no responsibility for the payment of the principal of or interest on the Bonds or for any costs incurred by the Borrower with respect to the Bonds or the Project. The County pledges neither its taxing power nor revenues for the Bonds.

Section 4. All orders and resolutions and parts thereof in conflict herewith are to the extent of such conflict hereby repealed, and this resolution shall take effect and be in full force and effect from and after its adoption.

[Signature Page Follows]

Adopted this 4th day of September, 2018.

COUNTY OF PERQUIMANS, NORTH CAROLINA

(SEAL)

By: _____
Clerk to the Board
County of Perquimans, North Carolina

EXHIBIT A

NOTICE OF PUBLIC HEARING

[Attached]

NOTICE OF A PUBLIC HEARING
REGARDING
NOT TO EXCEED \$17,500,000
PUBLIC FINANCE AUTHORITY
ASSISTED LIVING REVENUE BONDS
(HERTFORD HOUSE)

NOTICE IS HEREBY GIVEN that, as required by Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), the Board of Commissioners of Perquimans County, North Carolina, will hold a public hearing at its regularly scheduled meeting on **September 4, 2018, at 6:55 PM in the Board of Commissioners' Meeting Room located on the first floor of the Perquimans County Courthouse Annex Building at 110 N. Church Street, Hertford, North Carolina 27944**, or as soon as practicable thereafter, concerning the proposed issuance by the Public Finance Authority (the "Authority"), a commission organized under and pursuant to the provisions of Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, of its Assisted Living Revenue Bonds, in one or more series or issues (the "Bonds").

The Bonds are expected to be issued by the Authority in a maximum principal amount not to exceed of \$17,500,000. The proceeds from the sale of the Bonds will be loaned to Perquimans Propco Holdings, LLC and Perquimans Opco Holdings, LLC, each a North Carolina limited liability company, of which Regional Housing & Community Services Corporation, a California public-service corporation and an organization described in Section 501(c)(3) of the Code, is the sole member (collectively, the "Borrower"), and used to finance or refinance (i) the acquisition and construction of an approximately 53,244 square foot, 83 unit (100 beds) assisted living facility located at the approximately 17 acre parcel on the east side of S. Church Street immediately south of the S. Church Street Bridge and across from the intersection of ARPDC St. and S. Church St. in Hertford, Perquimans County, NC 27930, including the acquisition of land, certificates of need, licenses and certain predevelopment expenses associated with the facility (collectively, the "Project"), and (ii) certain fees and costs associated with the issuance of the Bonds.

The Project will initially be owned and operated by the Borrower.

The Bonds will be special limited obligations of the Authority payable solely from the loan repayments to be made by the Borrower to the Authority, and certain funds and accounts established by the trust indenture for the Bonds.

At the time and place fixed for the public hearing, all persons who appear will be given a reasonable opportunity to express their views, both orally and in writing, for or against the proposed issuance of the Bonds, the location and nature of the Project and other related matters. The Board also intends at the September 4, 2018, meeting to consider and take action on a resolution regarding the issuance of the Bonds by the Authority.

Any person wishing to submit written comments regarding the proposed issuance of the Bonds, the location and nature of the Project and other related matters should do so by submitting comments to the Clerk to the Board no later than 5:00 PM on September 4, 2018, at 110 N. Church Street, Hertford, North Carolina 27944.

Additional information concerning the Project may be obtained from Jeff Poley, Esq., 301 Fayetteville Street, Suite 1400, Raleigh, NC 27601; Email Address: jeffpoley@parkerpoe.com.

EXHIBIT B

PUBLIC HEARING COMMENTS

[none]

FOR
INFORMATION
ONLY
ITEMS



Graham County Board of County Commissioners

Keith Eller
Chairman

12 North Main Street
Robbinsville, NC 28771

Connie Orr
Vice-Chairman

Jacob Nelms
Member

Phone: 828-479-7961
Fax: 828-479-7988

Dale E. Wiggins
Member

Raymond Williams
Member

Rebecca E. Garland, MPA, CPA
County Manager

Kim Crisp
Clerk

August 8, 2018

To: County Commissioners and County Manager

On August 7, 2018, Graham County Board of Commissioners passed the attached resolution in opposition to House Bill 320 "An Act to Expand the Types of Land that Can Qualify for Present Use Value" was passed by the North Carolina General Assembly. As stated in the resolution, HB 320 expands the amount allowable as present use value conservation area for wildlife from a maximum of 100 acres to 800 acres.

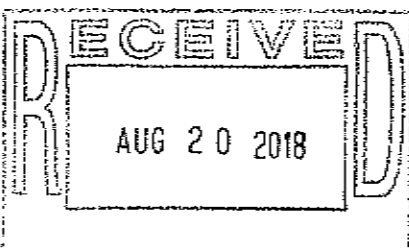
According to the Legislative Fiscal Notes for HB 320, the expansion of land that qualifies for Wildlife present use value will result in reduced valuations and tax revenues for counties and some municipalities, which will result in loss of tax base.

The North Carolina General Assembly passed the legislation with little to no feedback from Counties or the North Carolina Association of County Commissioners. Graham County is comprised of 73% United States Forest Service lands and Tennessee Valley Authority lands. A loss of additional tax base will have a detrimental impact on our ability to provide essential services to its citizens. We have issued the resolution for repeal of this legislation and are requesting the other counties to pass resolutions for repeal of this law.

We appreciate your consideration in petitioning the NC General Assembly for repeal of House Bill 320.

Sincerely,

Rebecca E. Garland, MPA, CPA
County Manager





RESOLUTION IN OPPOSITION TO HOUSE BILL 320

"AN ACT TO EXPAND THE TYPES OF LAND THAT CAN QUALIFY FOR PRESENT USE VALUE TAXATION AS WILDLIFE CONSERVATION LAND"

WHEREAS, The North Carolina General Assembly in Session 2017 ratified House Bill 320 ("the Bill"), "An Act to Expand the Types of Land That Can Qualify For Present Use Value", which expanded the amount allowable as a present use value ("PUV") conservation area for wildlife from a maximum of 100 (100 hundred acres) to 800 (eight hundred) acres; and

WHEREAS, according to the Legislative Fiscal Notes for House Bill 320, "The expansion of land that qualifies for Wildlife PUV will result in reduced valuations and tax revenues for counties and possibly some municipalities with qualifying properties, and the Fiscal Research Section of the North Carolina General Assembly has determined that there is a likely local impact that they cannot estimate; and


WHEREAS, Graham County is comprised of 193,280 acres of which only 71,234 is taxable due to a high level of federal ownership of the land via USFS and TVA lands and current PUV's. This results in Graham County having only 37% (thirty seven percent) taxable acreage in Graham County; and

WHEREAS, the loss of further acreage in the taxable land base through expansion of the allowable acreage in Wildlife PUV will result in detrimental financial effects on the budget of the County;


WHEREAS, the North Carolina General Assembly passed the legislation with little to no feedback from Counties or the North Carolina Association of County Commissioners;

BE IT RESOLVED, that the Board of County Commissioners for Graham County oppose the House Bill 320 and request that the North Carolina General Assembly repeal the legislation before its effective date of July 1, 2019.

Graham County Board of Commissioners



Keith Eller, Chairman

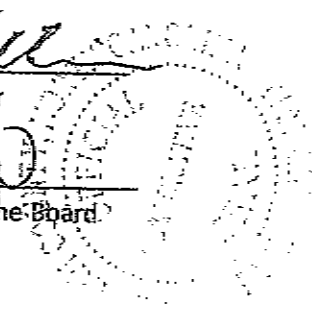

Connie Orr, Vice-chairman



Jacob Nelms, Member

absent
Dale Wiggins, Member


Raymond Williams, Member

ATTEST: 
Kim Crisp, Clerk to the Board
08072018#1





PERQUIMANS ARTS LEAGUE

<http://www.perquimansarts.org>
 PO Box 134 - 109 N. Church Street - Hertford, NC 27944
 Telephone: 252-426-3041

August 24, 2017

Mr. Wallace Nelson, Chair
 Perquimans County Board of Commissioners
 PO Box 45
 Hertford, NC 27944

AUG 28 2018

Dear Mr. Nelson:

The Perquimans Arts League (PAL) would like to thank the Perquimans County Board of Commissioners for its support. We sincerely appreciate the \$4,000 grant from the county, which is a \$1,000 increase from last year. PAL strives to obtain a diversified number of resources that enables us to maintain the activities and services to benefit the entire community. The County's grant is important as a resource – particularly because it shows that you continue to value our mission.

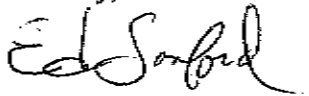
Of special note, PAL purchased the building at 133 N. Church Street at the end of last year, which will eventually become our new location. To make this happen, we are initiating a myriad of fundraising activities that will provide the financial resources to renovate the building. When it is complete, we expect to expand our ability to promote arts in the County. Moreover, this new facility will add significantly to the revitalization of the Town of Hertford.

During the past year, we continued our partnership with Perquimans County Schools by providing two artist residencies, multiple afterschool workshops and other quality art experiences. PAL also collaborated with Perquimans County Library to offer a children's author program. In addition, we offered workshops and classes including three workshops led by nationally known artists. This served our membership as well as many residents throughout area.

If the Perquimans County Board of Commissioners would like PAL to provide further information about our group, please feel free to contact me (252-426-3466).

Again, our sincere thanks to you and to all members of the Board of Commissioners for the generous grant and your continued support of our organization.

Sincerely,



Ed Sanford
 President
 Perquimans Arts League

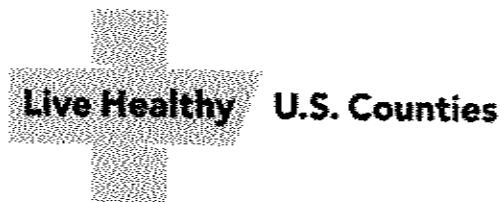


The Perquimans Arts League is supported by the North Carolina Arts Council, a division of the Department of Natural and Cultural Resources.

Logout



NACo Live Healthy Prescription Discount Program



Go Back

PRESCRIPTION, DENTAL AND HEALTH DISCOUNT PROGRAMS FOR RESIDENTS

PERQUIMANS COUNTY, NC

		% OF PLAN TOTAL PRICE		% OF RETAIL PRICE		AVERAGE MEMBER COST	RETAIL MEMBER COST	AVERAGE RETAIL PRICE	RETAIL PRICE	AVERAGE PRICE SAVINGS	% OF PRICE SAVINGS	% OF TOTAL UTILIZERS
2018												
<u>JUNE</u>	2	0	0.00%	2100.00%	\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	2	0	0.00%	2100.00%	\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
2017												
<u>DECEMBER</u>	2	0	0.00%	2100.00%	\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>SEPTEMBER</u>	2	0	0.00%	2100.00%	\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	2	0	0.00%	2100.00%	\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0	0.00%	1100.00%	\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 0.00	\$ 0.00	0.00%	1
<u>MARCH</u>	3	1	33.33%	2 66.67%	\$ 88.46	\$ 29.49	\$ 93.90	\$ 31.30	\$ 5.44	\$ 1.81	5.79%	1
<u>JANUARY</u>	2	1	50.00%	1 50.00%	\$ 70.80	\$ 35.40	\$ 86.28	\$ 43.14	\$ 15.48	\$ 7.74	17.94%	1
2016												
<u>DECEMBER</u>	2	1	50.00%	1 50.00%	\$ 57.24	\$ 28.62	\$ 77.14	\$ 38.57	\$ 19.90	\$ 9.95	25.80%	2
<u>SEPTEMBER</u>	2	0	0.00%	2100.00%	\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>AUGUST</u>	1	0	0.00%	1100.00%	\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
<u>JULY</u>	3	2	66.67%	1 33.33%	\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
<u>JUNE</u>	2	0	0.00%	2100.00%	\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0	0.00%	1100.00%	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
<u>APRIL</u>	1	1	100.00%	0 0.00%	\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
<u>FEBRUARY</u>	3	1	33.33%	2 66.67%	\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
2015												
<u>OCTOBER</u>	4	1	25.00%	3 75.00%	\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
<u>SEPTEMBER</u>	2	0	0.00%	2100.00%	\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	5	1	20.00%	4 80.00%	\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
<u>MAY</u>	1	1	100.00%	0 0.00%	\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
<u>APRIL</u>	1	1	100.00%	0 0.00%	\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
<u>MARCH</u>	4	1	25.00%	3 75.00%	\$ 74.37	\$ 18.59	\$ 85.13	\$ 21.28	\$ 10.76	\$ 2.69	12.64%	3
<u>JANUARY</u>	5	4	80.00%	1 20.00%	\$ 104.75	\$ 20.95	\$ 201.94	\$ 40.39	\$ 97.19	\$ 19.44	48.13%	3
2014												
<u>DECEMBER</u>	9	7	77.78%	2 22.22%	\$ 172.04	\$ 19.12	\$ 267.10	\$ 29.68	\$ 95.06	\$ 10.56	35.59%	3
<u>NOVEMBER</u>	12	10	83.33%	2 16.67%	\$ 392.68	\$ 32.72	\$ 815.33	\$ 67.94	\$ 422.65	\$ 35.22	51.84%	5
<u>OCTOBER</u>	7	6	85.71%	1 14.29%	\$ 200.55	\$ 28.65	\$ 419.24	\$ 59.89	\$ 218.69	\$ 31.24	52.16%	4
<u>SEPTEMBER</u>	4	4	100.00%	0 0.00%	\$ 75.50	\$ 18.88	\$ 159.07	\$ 39.77	\$ 83.57	\$ 20.89	52.54%	3
<u>AUGUST</u>	12	8	66.67%	4 33.33%	\$ 436.48	\$ 36.37	\$ 789.55	\$ 65.80	\$ 353.07	\$ 29.42	44.72%	5
<u>JULY</u>	8	4	50.00%	4 50.00%	\$ 141.44	\$ 17.68	\$ 315.63	\$ 39.45	\$ 174.19	\$ 21.77	55.19%	5
<u>JUNE</u>	11	5	45.45%	6 54.55%	\$ 154.19	\$ 14.02	\$ 200.87	\$ 18.26	\$ 46.68	\$ 4.24	23.24%	5
<u>MAY</u>	10	6	60.00%	4 40.00%	\$ 388.80	\$ 38.88	\$ 692.10	\$ 69.21	\$ 303.30	\$ 30.33	43.82%	6
<u>APRIL</u>	11	6	54.55%	5 45.45%	\$ 260.41	\$ 23.67	\$ 437.49	\$ 39.77	\$ 177.08	\$ 16.10	40.48%	6
<u>MARCH</u>	13	8	61.54%	5 38.46%	\$ 454.73	\$ 34.98	\$ 621.46	\$ 47.80	\$ 166.73	\$ 12.83	26.83%	7
<u>FEBRUARY</u>	7	4	57.14%	3 42.86%	\$ 269.48	\$ 38.50	\$ 540.19	\$ 77.17	\$ 270.71	\$ 38.67	50.11%	4
<u>JANUARY</u>	12	8	66.67%	4 33.33%	\$ 249.29	\$ 20.77	\$ 410.01	\$ 34.17	\$ 160.72	\$ 13.39	39.20%	6
2013												
<u>DECEMBER</u>	13	10	76.92%	3 23.08%	\$ 285.55	\$ 21.97	\$ 640.79	\$ 49.29	\$ 355.24	\$ 27.33	55.44%	5
<u>NOVEMBER</u>	9	5	55.56%	4 44.44%	\$ 254.72	\$ 28.30	\$ 579.18	\$ 64.35	\$ 324.46	\$ 36.05	56.02%	3
<u>OCTOBER</u>	11	6	54.55%	5 45.45%	\$ 294.94	\$ 26.81	\$ 444.01	\$ 40.36	\$ 149.07	\$ 13.55	33.57%	7
<u>SEPTEMBER</u>	8	5	62.50%	3 37.50%	\$ 259.86	\$ 32.48	\$ 424.60	\$ 53.08	\$ 164.74	\$ 20.59	38.80%	4
<u>AUGUST</u>	12	7	58.33%	5 41.67%	\$ 355.30	\$ 29.61	\$ 780.04	\$ 65.00	\$ 424.74	\$ 35.40	54.45%	6
<u>JULY</u>	11	8	72.73%	3 27.27%	\$ 240.23	\$ 21.84	\$ 407.28	\$ 37.03	\$ 167.05	\$ 15.19	41.02%	6
<u>JUNE</u>	7	1	14.29%	6 85.71%	\$ 44.33	\$ 6.33	\$ 89.23	\$ 12.75	\$ 44.90	\$ 6.41	50.32%	3
<u>MAY</u>	14	10	71.43%	4 28.57%	\$ 453.90	\$ 32.42	\$ 796.58	\$ 56.90	\$ 342.68	\$ 24.48	43.02%	6
<u>APRIL</u>	14	5	35.71%	9 64.29%	\$ 229.20	\$ 16.37	\$ 316.32	\$ 22.59	\$ 87.12	\$ 6.22	27.54%	6
<u>MARCH</u>	5	2	40.00%	3 60.00%	\$ 51.84	\$ 10.37	\$ 89.03	\$ 17.81	\$ 37.19	\$ 7.44	41.77%	3
<u>FEBRUARY</u>	5	3	60.00%	2 40.00%	\$ 58.31	\$ 11.66	\$ 100.07	\$ 20.01	\$ 41.76	\$ 8.35	41.73%	4

<u>JANUARY</u>	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
2012													
<u>DECEMBER</u>	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
<u>NOVEMBER</u>	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
<u>OCTOBER</u>	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
<u>SEPTEMBER</u>	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
<u>AUGUST</u>	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
<u>JULY</u>	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
<u>JUNE</u>	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
<u>MAY</u>	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
<u>APRIL</u>	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
<u>MARCH</u>	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8
<u>FEBRUARY</u>	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
<u>JANUARY</u>	15	7	46.67%	8	53.33%	\$ 296.17	\$ 19.74	\$ 388.23	\$ 25.88	\$ 92.06	\$ 6.14	23.71%	5
2011													
<u>DECEMBER</u>	24	15	62.50%	9	37.50%	\$ 444.97	\$ 18.54	\$ 677.97	\$ 28.25	\$ 233.00	\$ 9.71	34.37%	7
<u>NOVEMBER</u>	26	15	57.69%	11	42.31%	\$ 650.19	\$ 25.01	\$ 1,059.27	\$ 40.74	\$ 409.08	\$ 15.73	38.62%	7
<u>OCTOBER</u>	22	10	45.45%	12	54.55%	\$ 360.54	\$ 16.39	\$ 548.26	\$ 24.92	\$ 187.72	\$ 8.53	34.24%	6
<u>SEPTEMBER</u>	14	10	71.43%	4	28.57%	\$ 533.07	\$ 38.08	\$ 833.62	\$ 59.54	\$ 300.55	\$ 21.47	36.05%	8
<u>AUGUST</u>	10	7	70.00%	3	30.00%	\$ 179.61	\$ 17.96	\$ 328.27	\$ 32.83	\$ 148.66	\$ 14.87	45.29%	5
<u>JULY</u>	12	9	75.00%	3	25.00%	\$ 357.78	\$ 29.82	\$ 588.34	\$ 49.03	\$ 230.56	\$ 19.21	39.19%	7
<u>JUNE</u>	16	7	43.75%	9	56.25%	\$ 444.85	\$ 27.80	\$ 598.37	\$ 37.40	\$ 153.52	\$ 9.60	25.66%	9
<u>MAY</u>	23	13	56.52%	10	43.48%	\$ 302.25	\$ 13.14	\$ 546.03	\$ 23.74	\$ 243.78	\$ 10.60	44.65%	10
<u>APRIL</u>	34	20	58.82%	14	41.18%	\$ 1,351.54	\$ 39.75	\$ 1,653.09	\$ 48.62	\$ 301.55	\$ 8.87	18.24%	7
<u>MARCH</u>	24	16	66.67%	8	33.33%	\$ 863.78	\$ 35.99	\$ 1,269.41	\$ 52.89	\$ 405.63	\$ 16.90	31.95%	9
<u>FEBRUARY</u>	15	11	73.33%	4	26.67%	\$ 468.52	\$ 31.23	\$ 653.27	\$ 43.55	\$ 184.75	\$ 12.32	28.28%	8
<u>JANUARY</u>	23	18	78.26%	5	21.74%	\$ 971.94	\$ 42.26	\$ 1,440.98	\$ 62.65	\$ 469.04	\$ 20.39	32.55%	11
2010													
<u>DECEMBER</u>	25	16	64.00%	9	36.00%	\$ 918.07	\$ 36.72	\$ 1,252.64	\$ 50.11	\$ 334.57	\$ 13.38	26.71%	12
<u>NOVEMBER</u>	25	19	76.00%	6	24.00%	\$ 1,241.89	\$ 49.68	\$ 1,707.72	\$ 68.31	\$ 465.83	\$ 18.63	27.28%	14
<u>OCTOBER</u>	23	17	73.91%	6	26.09%	\$ 1,005.50	\$ 43.72	\$ 1,272.23	\$ 55.31	\$ 266.73	\$ 11.60	20.97%	11
<u>SEPTEMBER</u>	36	19	52.78%	17	47.22%	\$ 1,024.85	\$ 28.47	\$ 1,346.45	\$ 37.40	\$ 321.60	\$ 8.93	23.89%	14
<u>AUGUST</u>	32	22	68.75%	10	31.25%	\$ 1,113.97	\$ 34.81	\$ 1,462.53	\$ 45.70	\$ 348.56	\$ 10.89	23.83%	12
<u>JULY</u>	31	20	64.52%	11	35.48%	\$ 1,094.45	\$ 35.30	\$ 1,481.76	\$ 47.80	\$ 387.31	\$ 12.49	26.14%	15
<u>JUNE</u>	32	22	68.75%	10	31.25%	\$ 885.45	\$ 27.67	\$ 1,257.48	\$ 39.30	\$ 372.03	\$ 11.63	29.59%	15
<u>MAY</u>	25	18	72.00%	7	28.00%	\$ 1,043.40	\$ 41.74	\$ 1,442.16	\$ 57.69	\$ 398.76	\$ 15.95	27.65%	14
<u>APRIL</u>	29	17	58.62%	12	41.38%	\$ 695.70	\$ 23.99	\$ 983.67	\$ 33.92	\$ 287.97	\$ 9.93	29.28%	12
<u>MARCH</u>	23	19	82.61%	4	17.39%	\$ 832.14	\$ 36.18	\$ 1,189.55	\$ 51.72	\$ 357.41	\$ 15.54	30.05%	9
<u>FEBRUARY</u>	15	13	86.67%	2	13.33%	\$ 429.41	\$ 28.63	\$ 594.23	\$ 39.62	\$ 164.82	\$ 10.99	27.74%	8
<u>JANUARY</u>	23	16	69.57%	7	30.43%	\$ 701.41	\$ 30.50	\$ 906.21	\$ 39.40	\$ 204.80	\$ 8.90	22.60%	13
2009													
<u>DECEMBER</u>	44	27	61.36%	17	38.64%	\$ 1,296.18	\$ 29.46	\$ 1,588.69	\$ 36.11	\$ 292.51	\$ 6.65	18.41%	13
<u>NOVEMBER</u>	34	25	73.53%	9	26.47%	\$ 1,451.51	\$ 42.69	\$ 1,789.48	\$ 52.63	\$ 337.97	\$ 9.94	18.89%	13
<u>OCTOBER</u>	41	27	65.85%	14	34.15%	\$ 1,077.89	\$ 26.29	\$ 1,329.32	\$ 32.42	\$ 251.44	\$ 6.13	18.91%	14
<u>SEPTEMBER</u>	43	29	67.44%	14	32.56%	\$ 1,201.33	\$ 27.94	\$ 1,581.39	\$ 36.78	\$ 380.06	\$ 8.84	24.03%	9
<u>AUGUST</u>	22	10	45.45%	12	54.55%	\$ 1,101.97	\$ 50.09	\$ 1,449.33	\$ 65.88	\$ 347.36	\$ 15.79	23.97%	12
<u>JULY</u>	40	25	62.50%	15	37.50%	\$ 1,220.48	\$ 30.51	\$ 1,525.98	\$ 38.15	\$ 305.50	\$ 7.64	20.02%	15
<u>JUNE</u>	43	25	58.14%	18	41.86%	\$ 1,687.31	\$ 39.24	\$ 2,005.31	\$ 46.64	\$ 318.00	\$ 7.40	15.86%	12
<u>MAY</u>	27	18	66.67%	9	33.33%	\$ 505.00	\$ 18.70	\$ 676.07	\$ 25.04	\$ 171.07	\$ 6.34	25.30%	12
<u>APRIL</u>	21	12	57.14%	9	42.86%	\$ 818.43	\$ 38.97	\$ 1,001.85	\$ 47.71	\$ 183.42	\$ 8.73	18.31%	10
<u>MARCH</u>	19	16	84.21%	3	15.79%	\$ 489.88	\$ 25.78	\$ 677.12	\$ 35.64	\$ 187.24	\$ 9.85	27.65%	10
<u>FEBRUARY</u>	24	20	83.33%	4	16.67%	\$ 1,107.28	\$ 46.14	\$ 1,433.51	\$ 59.73	\$ 326.23	\$ 13.59	22.76%	12
<u>JANUARY</u>	25	20	80.00%	5	20.00%	\$ 756.68	\$ 30.27	\$ 990.03	\$ 39.60	\$ 233.35	\$ 9.33	23.57%	9
2008													
<u>DECEMBER</u>	18	13	72.22%	5	27.78%	\$ 406.29	\$ 22.57	\$ 565.36	\$ 31.41	\$ 159.07	\$ 8.84	28.14%	8
<u>NOVEMBER</u>	14	11	78.57%	3	21.43%	\$ 282.75	\$ 20.20	\$ 388.32	\$ 27.74	\$ 105.57	\$ 7.54	27.19%	8
<u>OCTOBER</u>	1	1	100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1

Perquimans, NC	TOTAL PRICED	PLAN PRICED	% PLAN PRICED	RETAIL PRICED	% RETAIL	MEMBER COST	AVERAGE MEMBER COST	RETAIL SUBMITTED PRICE	AVERAGE RETAIL PRICE	PRICE SAVINGS	% PRICE SAVINGS	PRICE SAVINGS	TOTAL UTILIZERS
TOTALS:	1,426	885	62.06%	541	37.94%	\$ 41,585.71	\$ 29.16	\$ 59,665.70	\$ 41.84	\$ 18,079.99	\$ 12.68	30.30%	613.00

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 Rx's that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rx's: What percentage of the total attempted Rx's adjudicated via best price with the card.
4. Retail Priced Rx's: How many prescriptions where the pharmacy had a lower price.
5. % Retail Priced Rx's: Percentage of Rx's 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 Rx's 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.

DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY

August

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
Tony Webb Robert Wesley Hundle	✓	8/3/18	✓	Recombination Survey 1-006-00513, 1-006-0052, 1-001-004A <small>Home at Head</small>
Tony Webb Mitchell F Bus	✓	8/8/18	✓	Subdivision Survey 2-009-0038 Taking 1 acre out of 5. acre parcel
Mark Pruden Kos Jackson & Cynthia Jackson	✓	8-10-2018	✓	Recombination Survey Subdividing Part of 4-0063-0084 4-0063-0009
Charles Brown William H & Nancy Cason	✓	8-22-18	✓	Recombination Survey 5-0012-0051 of 5-0042-0053.
Bisell Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161		Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929		Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hartford, NC 27944 339-6932		Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
				Tony Webb PO Box 381 Edenton, NC 27932 482-3066

Board of Commissioners:
Finance Officer:

**PERQUIMANS COUNTY
OFFICIAL REPORT**

Date: Aug 11, 2018

I wish to report that during the month **August 2018** I received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS #	ELECTRICAL PERMITS #	PLUMBING PERMITS #	INSULATION PERMITS #	MECHANICAL PERMITS #	MOBILE HOME #	STATE TAX	MISC	TOTAL DEPOSITED
8/1/2018									\$0
8/2/2018									\$0
8/3/2018									\$0
8/4/2018									\$0
8/5/2018									\$0
8/6/2018		\$80	1		\$110	2		\$75	\$340
8/7/2018									\$0
8/8/2018	\$50				\$55	1			\$380
8/9/2018									\$0
8/10/2018	\$1,044	\$130	4	\$100			\$10	\$75	\$1,359
8/11/2018									\$0
8/12/2018									\$0
8/13/2018	\$975	\$90	2	\$50	\$110	2		\$50	\$1,275
8/14/2018	\$689	\$210	5	\$50			\$10		\$1,049
8/15/2018									\$0
8/16/2018		\$356	1		\$165	3		\$50	\$711
8/17/2018		\$422	3		\$275	4			\$697
8/18/2018									\$0
8/19/2018									\$0
8/20/2018									\$0
8/21/2018	\$100	\$396	1		\$105	2			\$896
8/22/2018	\$450	\$30	1		\$55	1		\$75	\$800
8/23/2018									\$0
8/24/2018	\$462	\$30	1	\$50	\$165	2	\$10		\$757
8/25/2018									\$0
8/26/2018									\$0
8/27/2018									\$0
8/28/2018									\$0
8/29/2018									\$0
8/30/2018									\$0
8/31/2018									\$0
TOTAL	\$3,770	\$1,744	19	\$250	\$1,040	17	\$30	\$325	\$8,264

Signed: _____ Building Inspector

NOTE:
if WBA Single-Family Dwelling

SUBJ-ADDRESS 136 Oak Ridge CT.
ORDINANCE VIOLATED
NOTES 8/2/18 2nd call annon. / get comparison pics and check for infestations
6-26-18 complaint about weeds and snakes. / reasonable appearance-
see dated pics
DISPOSITION need to pic, letter and file
DISPOSITION DATE 8/2/2018

SUBJ-ADDRESS 187 Holly St.
ORDINANCE VIOLATED
NOTES complaint about yard clutter, tall weeds, & sewage under house
draining to waterway. First visit 6/25/18 - took pics, failed to confirm
complaint.
Revisit by Mr. Stetina 8/9/18 to reinterate and said we should go get
more pics, that situation is getting worse.
Will revisit next week.
DISPOSITION investigating
DISPOSITION DATE 8/10/2018

SUBJ-ADDRESS
ORDINANCE VIOLATED
NOTES Linda Sawyer accuses neighbor across from her, of unreasonable and
unsafe weeds. Says she had to call the State in to cut roadside weeds,
and county manager passes there every day.
DISPOSITION documented and investigating
DISPOSITION DATE 8/21/2018

Address
226 Bethany Church Rd.

Disposition
observed efforts

DispositionDate
8/27/2018

InfoNotes
May 25, 2018 AMH active / Judy Jordon called- willing but needs time/ stay in contact // working on DIY demo - still in progress 8/27

Address
498 Pender Rd.

Disposition
surveyed for AMH, dilapidation and vandal destruction ongoing, considering AMH and CEA / processing as AMH2018 - Owner coop and demo contract ready

DispositionDate
8/27/2018

InfoNotes
Single Wide owned by Edna Sutton, on leased land owned by Ellis Sutton(DOD-10/81)- heirs= Ruby Sutton ETAL // May 9, 2016 Edna deeded her 1/3rd interest to Ruby Sutton, presumed to include the abandoned single wide manufactured home.(ref: deed bk-467/550

Address
D/W Albemarle

Disposition
new pics / no response from anyone / not ready for AMH at this time

DispositionDate
8/27/2018

InfoNotes

Address	2412 Center Hill Hwy
Disposition	6-6-18 mailed first class preAMH deconstruction * //RRR sent - preped for demo next round
DispositionDate	8/27/2018
InfoNotes	

Address	2414 Center Hill Hwy
Disposition	AMH active // RRR sent - no response / preped for next round demo
DispositionDate	8/27/2018
InfoNotes	

Address	2416 Center Hill Hwy
Disposition	AMH active // RRR sent - next round demo
DispositionDate	8/27/2018
InfoNotes	

Address
167 White Oak Ave.

Disposition
tax office 3/19/2018 taxes paid - need to find party
Awaiting from 2/6/2017 for approval to proceed - still looking for any heirs

DispositionDate
8/27/2018

InfoNotes

Address
917 Ocean Highway (17-S)

Disposition
transferred from cea 2016-2-4 / declared hazzard for deconstruction with amh credit to final billing. Deconstruction contract prepared. To be scheduled

DispositionDate
8/27/2018

InfoNotes

Address
877 Sandy Cross Rd.

Disposition
file closed & refered to AMH 2018-7-2 Deans

DispositionDate
8/27/2018

InfoNotes
Subject D/W rests on separate parcel & addressed 885 Sandy Cross. Close this file and refer relative data to amh 2018-7-2
File closed and archived 8/27/2018. EGS

Address

885 Sandy Cross Rd.

Disposition

referred from amh 2018-7-1 / 1st class & RRR letters sent - Ms Deans visited office and signed coop doc. Demo to be scheduled

DispositionDate

8/27/2018

InfoNotes

address and owner change due to parcel correction / parcel map # 1-0011-0041

Address

1448 Ocean Hwy. N.

Disposition

investigating - considering legal

DispositionDate

8/27/2018

InfoNotes

Check FD & Sheriff & SBI

Address

406 Belvidere Rd.

Disposition

investigating

DispositionDate

8/27/2018

InfoNotes

White D/W next to Perquimans Middle School - seems to have care at times. DW seems in good condition

Address

410 Belvidere Rd.

Disposition

investigating

DispositionDate

8/27/2018

InfoNotes

next to middle school / no tax value on building - no response or discoverable owner - dilapidated and on list for demo

COMMITTEE REPORTS



PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - 159 Creek Drive - Hertford, NC 27944

(252) 426-5646 Phone - (252) 426-1875 Fax

PERQUIMANS EMS PEER REVIEW COMMITTEE MEETING MINUTES

Thursday, July 26, 2018 – 5:30PM

Call to Order

Welcome

Approval of Minutes from April 26, 2018 Meeting

Reports:

- Medical Director – No Report
- County Commissioner – Not present, no report
- County Manager – Not present, no report
- Rescue Squad Chief – Mark Symons:
 - o Missed EMS week due to conflict, but was able to do a meal for the staff in early June.
 - o Planning next event now, details to come.
 - o Track is ongoing, and football to begin soon.
- EMS Training Officer – Matt Leicester:
 - o We hosted both an ACLS and PALS class here at the station over the past quarter, and we'll hold at least one more before the end of the year. My goal is to offer both of these courses at least twice per year so that staff have ample opportunity to attend and maintain their credential.
 - o We hosted a CPR class for the Deep Creek CERT team last quarter.
 - o We have a CPR class for Emergency Services staff that will be held on August 3 beginning at 1pm.
 - o EMS participated in the Armed Intruder exercise that was held last month at PCMS. It was a great opportunity for us to practice our triage and treatment practices, as well as how to go in as part of a task force with law enforcement to remove victims in this type of event. We hope we never have to use it, but we are going to be better prepared for it if we do.
 - o We have covered Airway, Special Considerations, and Cardiovascular topics in the last quarter for our continuing education. This includes having a VAD coordinator come down from Sentara Norfolk General to provide an in-service on their VAD devices.
 - o We had multiple employees that participated in a driving training course offered through COA.
 - o Processed re-credential application for one employee and they have been approved for another 4 years.
 - o We are hoping to proceed with a Ketamine Pilot Program through the NC Medical Board and NC OEMS. Details on that to come later in this meeting.
 - o We are going to start a monthly on-shift training topic, mostly chosen by staff, to cover topics that they want more knowledge about, and enhance existing skill bases.
- 911 Training Officer – Krystal Agosto:
 - o 3 Part-Time employees completed EMD Class
 - o 1 Fulltime Telecommunicator asked to transfer from Full-time to Part-time
 - o QA all calls in house, National Q no longer doing it.
 - o Krystal and Anthony going to class for a new QA process.

- Start giving staff a flash drive that has their report and calls so they can hear themselves and how they did.
- Compliance Officer – Jim Grosjean
 - Out-processed one part-time employee, in-processed two new volunteers.
 - We have a dialysis center coming to Hertford.
- EMS Program Director - Not present, no report
- District Health Department Representative
 - Added Hertford County to their coverage area on July 1, now serving 8 counties in NENC.
 - Vector surveillance is ongoing
 - Mosquito surveillance is active in all 8 counties
 - Working with the State and ECU on what vectors we have and can help with what types and storm/ nuisance vectors vs Zika.
 - Partnering with Chowan-Perquimans LEPC on an upcoming exercise in November that will allow ARHS to test Point of Dispensing (POD) methods.
 - Continuing to work on overdose prevention. Outreach education, providers and pharmacies, take back events, working with schools, and more.
 - Drugs Uncovered Program coming in September, can't remember the exact date, but will push that info out.
 - Continuing work with the Medical Reserve Corps (MRC), covers 13 counties. Working to create a pilot program that will work with MRC, HOSA, and Youth Volunteer Service Corps through Northeastern, Camden, and Gates County.
 - Getting ready to go through Accreditation soon.
- Albemarle Hospital Representative/Liaison – Not present, no report
- Chowan Hospital Representative/Liaison – Kaili Nixon:
 - No issues with QA of calls for this quarter, all were as they should be.
 - Received a pediatric grant from Johns Hopkins and EMS can attend training that would allow EMS to come and do some scenarios with simulation manikins. Mrs. Nixon to get the information to us to distribute to our crews.
 - Want us to bring our stroke patients directly into the ER rather than fly. They have increased tPA usage and thrombectomy.
 - Discussion about bringing Perquimans in to meetings for stroke and other medical needs, so that our input is received in response to care.
 - Applying in August for stroke ready certification. EMS will be asked to participate.
 - Offering Advanced Stroke Life Support course, and EMS can attend.
 - Not going on diversion when CT is down, but instead utilize MRI machine
 - Next quarter we will need to look at adjusting our destination plan.
 - IVC committee will be meeting again soon.
- Quality Assurance – See above from Chowan, SAMC report provided
- NCOEMS Representative – Rob Glover:
 - Site visits are occurring
 - System audits are beginning again, and mostly are being done in the last year of your system certification date.
 - EMS Expo (formerly EM Today) is slated for Sept. 29 – Oct. 3, and registration is open.
 - Computer-based testing is ongoing
 - First batch of results were held for 45 days to audit the exams and scores, but all grades are now released.
 - Most grades are being received within 24-48 hours
 - Have received on report of cheating on the exam by bringing in materials to the test site.
 - There is renewed emphasis on ensuring effective instruction, at all levels.
 - Increased scrutiny on instructors to be meeting requirements.

- EMS Educational Institutions are being looked at to ensure the people they have teaching are performing at the level that they are intended.
 - Record keeping has been an issue.
 - Compliance Process
 - Complaints are handled either at the local level with report back to OEMS, case-review with consultation with OEMS, and ultimately Disciplinary Board.
 - Last quarter, 54% of complaints went to the Disciplinary Board.
 - Review of statistics for those appearing before the Board, including drugs, DUI, violence, sexual crimes, and more.
 - If deemed serious enough, OEMS can issue a Summary Suspension of a provider pending the outcome of an investigation. This process can take a couple of days and involves the NC Attorney General's office.
 - OEMS is trying to make sure that systems receive timely notice of a provider being under investigation/suspended.
 - New Hospital Preparedness Program manager is in place.
 - Disaster hospital that was taken to Florida last year has just been brought back to NC and is being prepped and restocked to be ready for the next need.
- Emergency Services Director (EMS, 911, EM) – Jonathan Nixon:

Emergency Management

- Upcoming Trainings/Drills/Projects
 - April/May/June/July/August – NCEM School Risk Management Initiative – Access to School Floor Plans, Emergency Response Plans & Camera Systems
 - Fall/Winter 2018 – HazMat IQ Training ??
 - Nov 17, 2018 & Nov 19, 2018 – LEPC Sponsored Regional 2-Day Exercise(LE, Fire, EMS, 911 & EM)
 - Winter 2018 – LEPC Sponsored Annual HazMat/BBP Training
- Grants
 - Emergency Services - Assistance to Firefighters Grant (AFG) – Submitted 2/2/18 - PPE for EMS, Lucas, Zone 1 Replacement, Rehab/Decon/HazMat/QRV/Water Response, Trailer for Decon/Rehab/HazMat (\$125,375 Total - \$119,406 Federal/\$5,969 Local) APPROVED FOR ZONE1 REPLACEMENT
 - Emergency Management – Emergency Management Performance Grant (EMPG) (\$33,825)
 - Chowan/Perquimans LEPC - Tier II Universal Grant (\$2,000) APPROVED
 - Chowan/Perquimans LEPC - HazMat Preparedness Grant (HMPEP) (\$13,575) APPROVED
 - 2019 NCEM Exercise Grant Application in process – Grain Bin Event in the Durants Neck area
- FY 18-19 EM Approved Budget Items
 - New Line Items for Drills/Exercises
 - Disaster Management Solution
 - Maintenance for the 25' Boston Whaler (repair decaying wood, repair fiberglass and sand/prime/paint/wax)

EMS

- NEREMSA continues to be an active regional forum for training and EMS administrators – Matt is serving as the Secretary and Jonathan as the Vice Chair.
- Open Positions
 - 3 Paramedics
 - 1 Paramedic Shift Supervisors

- Recruitment – Partnering with Pasquotank-Camden, Currituck and Dare County for a table at the EMS Expo
- Recruitment Video
- FY 18-19 EMS Approved Budget Items
 - Pipe Bollard for Propane Tank
 - Exterior Parking Lot Lighting Upgrades
 - Storage Cabinets for Medical Supplies
 - Ambulance Safety Devices (gun lock boxes, straps to secure cardiac monitors, shoulder straps for stretchers)
 - Patient Lift Device
 - Replacement Ambulance (Demo model available with approximately 7,000 miles)
 - 3rd CPR Chest Compression System

911 Communications

- Training
 - Continuing Sheriffs' Standards In-Service thanks to Investigator Preston Ward
 - EMD Con-Ed is being done monthly through Richmond Community College and The Journal of Emergency Dispatch
 - DCI & CAD integration is complete, ongoing training
- Equipment
 - Tower Sites continue to be visited monthly by EM
 - New A/C Unit at Winfall Tower Equipment Building
 - Price Communications has completed painting the Winfall Tower
 - VHF Radio Equipment Updates
 - New FIRE MAIN Antenna
 - Loaner FIRE MAIN Repeater
 - Backup FIRE MAIN Repeater on standby
- Back-Up 911 Center Update
 - Tested & Functional – Not Automatic
 - Working on a funding reconsideration to add a 3rd position in Chowan
- FY 18-19 911 Approved Budget Items
 - Door Access System Upgrades – They would prefer card access with different levels of access.
 - New Chairs for the 911 Center

Old Business:

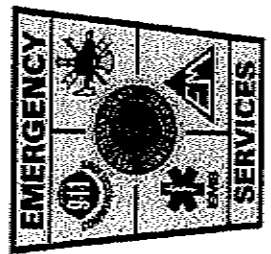
- Infection Control Plan – Final draft being completed
- Exposure Control Plan - TB Risk Assessment
 - Discussion between parties present, with goal for Perquimans EMS to be tested at hire and upon possible exposure. This is due to the lack of TB patients that have been encountered in our county in the last several years.
 - Discussion about making it optional.
 - Some concern was raised, and upon polling the room, different agencies in the room conduct their TB testing in different ways. Some do annual testing, while others do not.
 - Discussion likely to continue.

New Business:

- 2nd Quarter Chute Times (Comparison to 2017)
 - See attached info
- 2nd Quarter Response Times
 - See attached info

- 2nd Quarter Mutual Aid Requests
 - o See attached info
- Mid Year Call Volume Snap Shot
 - o Call volume is up 115 calls over last year
- SOG Updates and Revisions
 - o SOG 102 – Ambulance Driving / Operations
 - Attending a vehicle operator class within 6 months of hire
 - Removed specific class, but rather made it an approved course.
 - o SOG 105 – Specialty Needs Transport
 - 911 Telecommunicator will contact appropriate air medical service and place them on standby.
 - If an LZ is requested by the air medical service, they will be given the helo pad at SAMC until an update can be provided.
 - o SOG 109 – Orientation Training Package
 - Added signature line for Supervisor to check off the ability of the new employee to operate an ambulance emergent and non-emergent.
 - Changed wording from complete CEVO/EVOC training to say an approved driver training program.
 - o SOG 110 – Multiple Response Incidences
 - Changed names of Water Rescue Dive Team and Perquimans 911 to match current naming.
 - o SOG 113 – Rehabilitation
 - Wording changed to reflect Emergency Service Personnel "shall" throughout the document. This was at the request of the county Fire Chiefs.
 - Incident Commander or their designee shall be able to adjust time frames for work limits based upon work or environmental conditions.
 - If baseline vital signs are not available, EMS personnel should inquire as to what the firefighter's normal vital sign limits are and take that into consideration during the assessment phase.
 - o SOG 114 – Expectations
 - Staff must notify the Emergency Services Director within 48 hours after receiving a subpoena to appear in court. A copy of the subpoena must be provided to the Director as well.
 - The Compliance Officer will obtain copies of the 911 Call for Service (CAD) Report and Patient Care Report (PCR) for the incident so the staff member may review the call prior to appearing in court.
 - The County Attorney will be contacted by Administration and given a copy of the subpoena, CAD and PCR. At the request of the staff member the County Attorney will provide support and/or answer any questions they might have in regards to the case in which they have been subpoenaed or have about the upcoming court proceedings. (See the Perquimans County Personnel Policy for further info.)
 - o SOG 116 – Fire Department First Response
 - If an air ambulance is launched, changed wording from should to will dispatch the appropriate fire department to establish a landing zone if needed. (EMS will determine if the LZ will be in Perquimans or at a hospital)
 - o SOG 119 – Weapons
 - We have a location set in every ambulance that will be a locked box that can hold a weapon if it's found during transport.
 - o SOG 124 – Controlled Substance Utilization Guidelines

- Added Ketamine to the list of controlled substances in our system, and included minimums and maximums.
 - Changed SOG to state that we will leave a narcotic bag on each of the 2 primary front-line ambulances, the primary 3rd duty unit, and Zone 1 at all times. The bags will be secured to that unit's safe by the off going Paramedic in the event that it will not be staffed by a Paramedic during the next shift.
- System Plan, Section 5 – Personnel; Ambulance Staffing Requirements
 - Removed letters from NIMS courses
 - Changed roles of personnel documentation from EMS Training Officer to the EMS Compliance Officer
 - Added to complete an approved drivers training course within 6 months of employment as outline in SOG 102.
- Motion made to approve all System Plan and SOG changes as written by Matt Leicester, 2nd by Mark Symons. Motion passed unanimously.
 - Ketamine Approval & Training
 - Quick discussion about the OEMS pilot program. Perquimans to participate. Training upcoming once we have received all of our signed hospital intent letters.
 - Will be used for excited delirium and pain control only.
 - Strict compliance with rules will be expected to prevent trouble with OEMS and NC Medical Board
 - Updated Landing Zones
 - Due to lights being put up at the boat ramp by the Rec Center, Hertford LZ is being moved to the area between Rhonda Gregory's office and the Senior Center. Staging for fire and EMS will be at the Senior Center.
 - 2016 & 2017 Call Locations
 - We have compiled data on our call locations for 2016 & 2017 and that information has been presented to our GIS department to begin making maps of these locations.
 - This will help as discussions may begin in the future about EMS ambulance locations.
 - Transition to ESO – Patient Care Software
 - We continue to look at ESO as we are the only county at this point that does not have a commitment to switch. All other counties except Chowan have already transitioned, and Chowan is in that process.
 - We are pushing them to have it done by September, but realistically we may wait to transition in January so that we can start the new calendar year with a clean slate.
 - 2018 QA Schedule
 - 3rd Quarter – Abdominal Pain/Not Available
 - 2018 Meeting Schedule – October 25, 2018
 - Additional Comments / Concerns



PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - Hertford, NC 27944
 159 Creek Drive
 (252) 426-5646



EMS

EMS Peer Review Committee

Meeting Date

Position	Member	Signature	Phone
Medical Director	Dr. James Wilson	<i>[Signature]</i>	757-675-9846
Physician representing Albemarle Hospital	Dr. James Wilson	<i>[Signature]</i>	757-675-9846
Physician representing Chowan Hospital	Dr. Joe Tripp	<i>[Signature]</i>	252-333-5100
County Emergency Services Director	Jonathan Nixon	<i>[Signature]</i>	252-331-9817
EMS - Rescue Squad Chief	Mark Symons	<i>[Signature]</i>	252-333-6173
EMS Program Director	John Wilson	<i>[Signature]</i>	252-333-4346
EMS Training Officer (Secretary)	Matt Leicester	<i>[Signature]</i>	252-340-2211
EMS Compliance Officer	Jim Grosjean	<i>[Signature]</i>	252-331-3758
Emergency Dept. Rep.-Albemarle Hospital	Melissa Bilger	<i>[Signature]</i>	252-384-4610
Emergency Dept. Rep.-Chowan Hospital	Kaiti Nixon	<i>[Signature]</i>	252-333-6024
County Representative	Todd Tilley	<i>[Signature]</i>	252-331-3787
County Representative	Elaine Grosjean	<i>[Signature]</i>	252-455-1064
County Representative	Julie Solesbee	<i>[Signature]</i>	252-312-9491
911 Communications Training Officer	Krystal Agosto	<i>[Signature]</i>	252-331-3697
Health Department Representative	Ashley Stoop	<i>[Signature]</i>	252-312-4952
County Commissioner	Edward Muzzulin	<i>[Signature]</i>	252-340-9860
County Gov. Official-County Manager	Frank Heath	<i>[Signature]</i>	252-337-5013
*NC OEMS Representative(s)	<i>[Signature]</i>		
*Hospital Representatives (each hospital)			
*County Gov. Official-Chairman, Commissioners	Wallace Nelson		
*Guest(s)	<i>[Signature]</i>		

As Needed (Ad Hoc) Members
 * denotes non-voting member

2nd QUARTER RESPONSE TIMES

From: April 1

To: June 30

Calls: 549 (Times greater than 0.0)

Average: 8.62 Minutes

PERQUIMANS EMS 2018 2nd QUARTER CHUTE TIMES WASH

OCA #	DISPATCHED	TIME	CALL TYPE	COMMENTS
20181127A	12:47	6.4	MVA	2 nd unit called to the scene
20180791	00:28	6.7		Radio error – Call was not heard by EMS
20180822	06:22	9.0		Radio error – Suspect driver did not turn on master switch
20181097	14:13	12.7	Chest Pain	3 rd Call with crew coming from home
20181037D	21:58	13.1	MVA W/Multiple Patients	2 nd Call with additional crew responding from home
20181070B	21:46	18.5	Fire Standby	2 nd unit called for patient transport