County Manager Heath presented the following reasons as to why he recommends that the County not grant their request:

- ➤ The building is a County owned building not a Town of Hertford owned building, and the County maintains the building and pays for the maintenance of the building and the equipment.
- > This would expose the County to liability issues in case of an accident by persons that are not under our employment.
- > As County Manager, Mr. Heath has oversight over county employees using the facility. He does not know all the Town of Hertford employees and he cannot control them if they come to our facility. It is after hours so the facility is not manned by a County employee during those times. It would be difficult for the county to oversee their activities

Commissioner Hoffler asked if individuals would come to the back door to access the exercise room. Mr. Heath said that any County employees, not family members, are given a code to access the building from the back door. T. Kyle Jones made a motion to respectfully deny the Hertford Town Council's request to allow the Town of Hertford employees to use the Exercise Room at the Senior Center per the reasons cited by County Manager Heath above. The motion was seconded by Joseph W. Hoffler. The following matters were discussed:

- > <u>Commissioner Hoffler</u>: Mr. Hoffler stated that he feels that this places County Manager Heath in a bad position.
- <u>Commissioner Lennon</u>: Mr. Lennon asked if the Town of Hertford had given us an approximate number of employees that would be using the exercise room facility. Mr. Heath said that the letter only stated to allow the Town of Hertford employees.
- <u>Commissioner Jones</u>: Mr. Jones said that his job takes him into six other counties in the district and this request is very unusual.
- > <u>Chairman Nelson</u>: Mr. Nelson stated that opening the center for County employees is like a benefit from the County. He further stated that it isn't a multi-agency facility. It is basically a wellness facility that we can offer our employees as a benefit. We have control over our employees. He feels that it is not set up or designed for this type of use. Where would you draw the line with allowing people to use the facility.

There being no further questions or comments, the motion was unanimously approved by the Board.

# SALE OF SURPLUS ITEMS

County Manager Heath reported that, with the help of the Finance Office and Helen Hunter, we have sold the following surplus items on GovDeals. The highest bids on the items were as follows:

BUYER	ITEM SOLD	VIN No.	DATE SURPLUSED	START BID	SOLD AMOUNT	GOVDEALS FEE	NET RESULTS
Mike Adkins	Kohler Propane Generator – 8kw		11/5/2018	\$100	\$1,050	\$52.50	\$997.50
Jimmy Mullins	2 Motorola Mobile Radios	SPR4550 CDM1250	3/5/2018	\$25	\$127	\$6.35	\$120.65
No bids	2001 Kyocera Mita Copier/Printer/Fax/Scanner		8/6/2018	\$25	Received no bids		
No bids	Kenwood Mobile Radio – TK-830	60700143	3/5/2018	\$25	Received no bids		

On motion made by Charles Woodard, seconded by Fondella A. Leigh, the Board unanimously authorized Mr. Heath to proceed with the sale of the generator and the Motorola Mobile Radios and to declare the Kyocera Mita Copier and Kenwood Mobile Radio to be functionally outdated and authorized him to dispose of them.

### **BANK RESOLUTION & SIGNATURE STAMP**

Due to no change in Chairman, the Board was not required to approve a Resolution and Agreement for Deposit Account and Bank/Corporate Services.

### **PUBLIC COMMENTS**

There following public comment was made:

▶ <u>Jerry Butler</u>: Mr. Butler, Holiday Island resident, thanked the Board for their electronic reporting system to remove dilapidated homes in Holiday Island. He also made comments about Commissioner Muzzulin.

#### <u>ADJOURNMENT</u>

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:05 p.m. on motion made by Charles Woodard, seconded by Fondella A. Leigh.

	Wallace E. Nelson, Chairman
Clerk to the Board	
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	WORK SESSION
	December 47, 2040

December 17, 2018 7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, December 17, 2018, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace Nelson, Chairman Fondella Leigh, Vice Chair

Joseph W. Hoffler T. Kyle Jones
Alan Lennon Charles Woodard

MEMBERS ABSENT: None

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

After the Chairman called the meeting to order, Commissioner Leigh gave the invocation and the Chairman led the Pledge of Allegiance. The following matter was discussed.

#### COMMISSIONERS' BOARD APPOINTMENTS

Chairman Nelson explained that spreadsheets were sent with the Agenda Packet, e-mailed to them today, and were placed at their seats tonight. Chairman Nelson asked if there were any Commissioners that would like to be moved from their current Board appointments. The following commissioners made a request:

- <u>Commissioner Jones</u>: Mr. Jones said that it is difficult for him to make the Home & Community Care Block Grant Committee because they usually meeting during the day.
- > <u>Commissioner Woodard</u>: Mr. Woodard said that it is difficult for him to make the Chamber of Commerce meeting and the Tourism Development Authority (TDA) meeting.
- > Commissioners Hoffler & Leigh: Mr. Hoffler and Ms. Leigh said that they were okay with their appointments.

Chairman Nelson explained the main thing that needed to be done tonight is to replace the seats that Edward Muzzulin, former Commissioner, held. Since there has been no policy set as to how these appointments are made, he recommended that they take it by seniority on the Board. In other words, T. Kyle Jones would be given the first choice since he is the current longest member of the Board. Then, Fondella A. Leigh, Wallace E. Nelson, Joseph W. Hoffler, Charles Woodard, and then Alan Lennon. Mr. Nelson began the process and the following Board appointment recommendations were made for Board action at the January 7, 2019 meeting:

Name	Board/Committee	Term	Appt.	Expire	
	JOSEPH HOFFLER				
Hoffler, Joseph	Albemarle Regional Landfill Authority	4 yrs.	1/1/2019	12/31/2023	
Hoffler, Joseph	Communications Advisory Board - County	2 yrs.	2/1/2017	1/31/2019	
Hoffler, Joseph	Court Security Committee	unlimited	2/1/2017	unlimited	
Hoffler, Joseph	Historic Hertford, Inc.	3 yrs.	1/1/2019	12/31/2022	
Hoffler, Joseph	Home & Community Care Block Grant	unlimited	1/1/2019	unlimited	
Hoffler, Joseph	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2017	indefinite	
KYLE JONES					
Jones, Kyle	Court Security Committee	unlimited	1/5/2015	unlimited	
Jones, Kyle	Inter-Agency Council - Commissioner	1 yr.	7/1/2018	6/30/2019	
Jones, Kyle	RPO Transportation Advisory Committee	2 yrs.	1/1/2019	12/31/2021	
Jones, Kyle			2/1/2011	unlimited	
Jones, K./Leigh, F./Hoffler, J.	Albemarle District Jail Commission	2 yrs.	1/1/2019	12/31/2021	
	FONDELLA LEIGH				
Leigh, Fondella	Albemarle Commission	unlimited	1/1/2015	unlimited	
Leigh, Fondella	Economic Development Commission - County	2 yrs.	2/1/2017	1/31/2019	
Leigh, Fondella	Housing Committee Chairman	unlimited	1/5/2015	unlimited	
Leigh, Fondella	Recreation Advisory Committee - Commissioner	3 yrs.	7/1/2017	6/30/2020	
Leigh, Fondella	Senior Citizens Advisory Board	2 yrs.	2/1/2017	1/31/2019	
Leigh, Fondella	Water Committee	unlimited	1/5/2015	unlimited	
Leigh, Fondella	WIA/JTPA Chief Elected Official	unlimited	1/5/2015	unlimited	
Leigh, Fondella	Northeastern Workforce Development Consortium	unlimited	2/1/2015	unlimited	
ALAN LENNON					
Lennon, Alan	Economic Development Commission - County	2 yrs.	1/1/2019	12/31/2021	
Lennon, Alan	Perquimans/Chowan/Gates Landfill Committee	indefinite	1/1/2019	indefinite	
Lennon, Alan	Water Committee	unlimited	1/1/2019	unlimited	
Lennon, Alan (Chairman)	Tourism Development Authority (Commissioners)	2 yrs.	1/1/2019	12/31/2021	
WALLACE NELSON					
Nelson, Wallace	Albemarle Commission (alternate)	unlimited	9/1/2018	unlimited	
Nelson, Wallace	Albemarle Regional Health Services	indefinite	1/5/2015	unlimited	
Nelson, Wallace	Chowan/Perquimans Multi-County LEPC	1 yr.	1/1/2018	12/31/2018	
Nelson, Wallace	COA - Board of Trustees	4 yrs.	7/1/2017	6/30/2021	
Nelson, Wallace	Economic Development Commission - County	2 yrs.	2/1/2017	1/31/2019	
Nelson, Wallace	EMS Advisory Board	2 yrs.	1/1/2019	12/31/2021	
Nelson, Wallace	Trillium Northern Region	unlimited	5/4/2015	unlimited	
CHARLES WOODARD					
Woodard, Charles	Agricultural Advisory Board - Commissioner	3 yrs. 3 yrs.	2/1/2018	1/31/2021	
Woodard, Charles			1/1/2019	12/31/2022	
Woodard, Charles	,		2/7/2011	unlimited	
Woodard, Charles Social Services Board (as long as Commissioner)		3 yrs.	7/1/2016	6/30/2019	
Woodard, Charles	Tourism Development Authority (Commissioners)	2 yrs.	2/1/2017	1/31/2019	
Woodard, Charles	Tri-County Shelter Advisory Committee Board	unlimited	2/1/2013	unlimited	

## MISCELLANEOUS ITEMS

The following items were mentioned and discussed:

- ➤ <u>Board Retreat Update</u>: Chairman Nelson asked the Board if they felt that it would be advantageous if the Board would meet one afternoon to review the Strategic Plan from their last Retreat to see where we are and to give an update for Commissioner Lennon. It was the consensus of the Board to have Mr. Heath provide several dates and times for the Board to meet.
- ➤ Thank You Note Leo Higgins: Chairman Nelson mentioned the thank you note that they had received from Leo Higgins. He also gave an update on the possibility of them trying to keep the Perquimans 20/20 program.
- Recreation Advisory Board: Commissioner Hoffler asked about the Recreation Advisory Board appointment to replace Archie Aples. Mr. Heath said that, according to the Recreation Advisory Board by-laws, Mr. Aples replacement would be recommended by the Recreation Advisory Board because Mr. Aples' term had not been completed. After his term expires on June 30, 2019, then the Town of Hertford could make a recommendation with the final appointment being made by the Board of Commissioners.
- ➤ <u>Inter-County Fire Department Banquet</u>: Commissioner Lennon asked how to RSVP to Bobby Swayne. The Board provided the information to him.

#### <u>ADJOURNMENT</u>

There being no further business to discuss, the Chairman adjourned the meeting at 7:45 p.m. on motion made by Charles Woodard, seconded by Alan Lennon.

	Wallace E. Nelson, Chairman
Clerk to the Board	* * * * * * * * * * * * * * * * * * * *