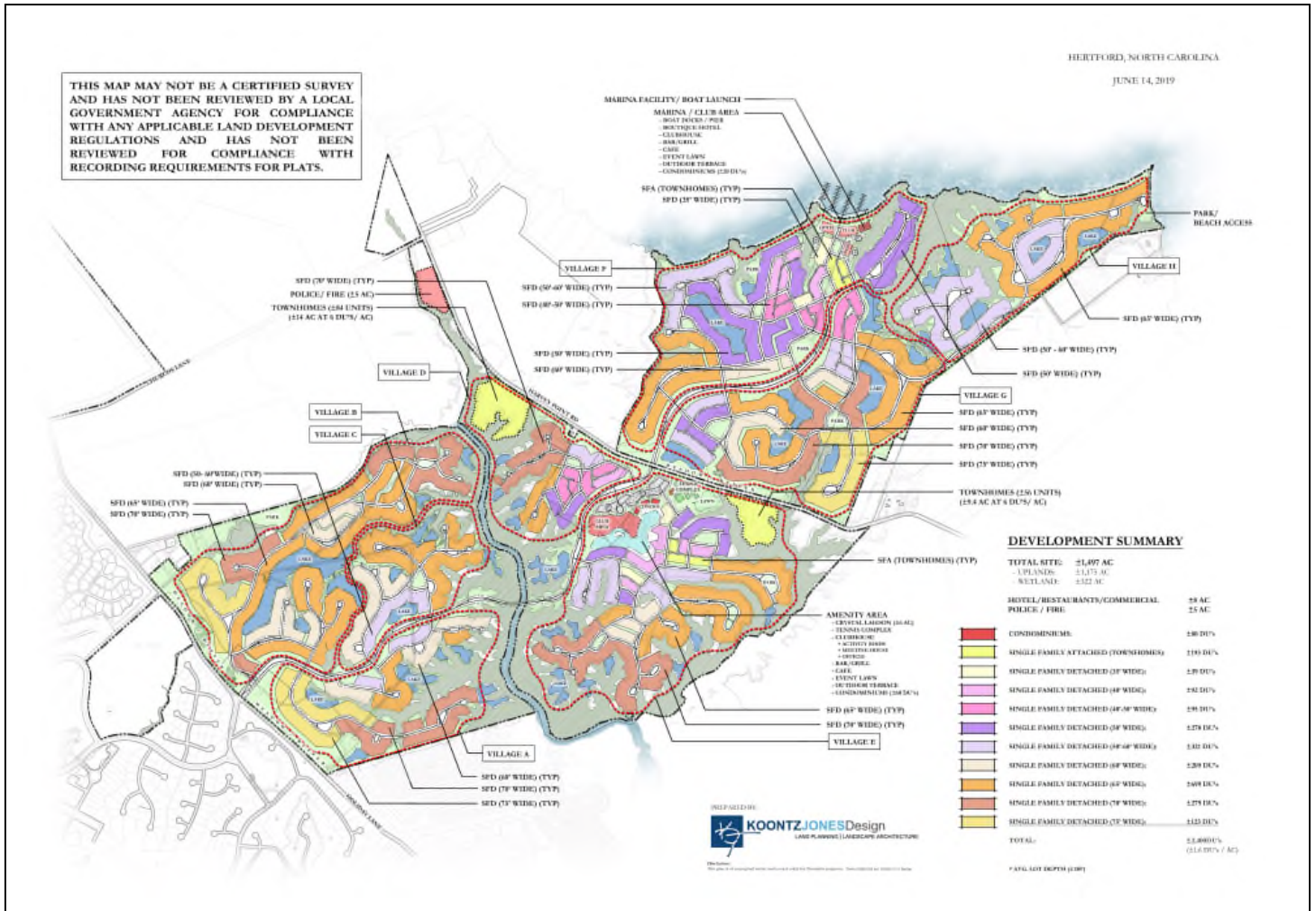


CONDITIONAL USE PERMIT No. (PUD) REZ-19-01
Page 10 of 10



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- End of Proposed Conditional Use Permit No. (PUD)REZ-19-01
to be recorded by Perquimans Development, LLC

To

Rezone approximately 1,497 acres extending northeast from Holiday Lane, crossing Harvey Point Road, continuing northeast to the Perquimans River; all of which is south of Church Lane and Halsey Bay Road and west/northwest of Goose Nest Lane, **from (RA) Rural Agriculture to [PUD(CU)] Planned Unit Development Conditional Use District**. Subject property is also known as Tax Parcel Nos. 2-0073-0022, 2-0073-0029, 2-0073-0003C, 2-0073-0001, 2-0073-0021, 2-0073-0020B, 2-0073-0020A, 2-0073-0020, 2-0082-0012, 2-0082-0013BBB, 2-0082-0013AAA, 2-0082-0013A, and 2-0082-0014A.

This document reflects changes made at the October 8, 2019 Planning Board meeting, comments made by the applicant, and changes made at the November 4, 2019 Board of County Commissioner meeting.

16 acres northwest of Church Ln/Harvey Point Rd intersection were removed from PUD request.

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WORK SESSION
November 18, 2019
7:00 p.m.

Due to a lack of business to discuss, the Perquimans County Board of Commissioners Work Session on November 18, 2019 was cancelled.

REGULAR MEETING
December 2, 2019
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, December 2, 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 Fondella A. Leigh, Vice Chair
 Joseph W. Hoffer T. Kyle Jones
 Alan Lennon Charles Woodard

MEMBERS ABSENT: None
 OTHERS PRESENT: Frank Heath, County Manager Mary Hunnicutt, Clerk to the Board
 Hackney High, County Attorney

The meeting was called to order by Chairman Nelson. Commissioner Leigh gave the invocation and the Chairman led the Pledge of Allegiance.

AGENDA

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

CONSENT AGENDA

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

- Approval of Minutes:** November 4, 2019 Regular Meeting & November 18, 2019 Work Session (meeting cancelled)
- Tax Release Approvals:**

PERQUIMANS COUNTY TAX RELEASES:

Arnold, Daren & Jennifer-----\$236.00
 Incorrect assessment on parcel 2-D082-C022-HI. Account Number 265259.

PERQUIMANS COUNTY TAX REFUNDS:

Robinson, Jonathan G.-----\$134.89
 Traded vehicle at dealership; 11 month refund. Account No. 50272410

Hayes, Lushell-----\$122.84
 Vehicle was totaled; 10 month refund. Account Number 0042269250-2018-2018-0000.

- Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Denise Stallings	PT/Temporary Income Maintenance Technician	Appointment	59	\$10.00/hr.	11/18/2019
Shirley Shaffer	PT/Temporary Income Maintenance Technician	Appointment	59	\$10.00/hr.	11/18/2019
Cheryl Banks	IMC II – Family & Children’s Medicaid	Appointment	63/1	\$30,466	12/01/2019
Christopher Prince	Custodian	Appointment	56/3	\$23,508	01/01/2020

- Step/Merit Increases:**

Employee Name	Employee Job Title	Grade /Step	New Salary	Effective Date
Ashley Mikus	Certified Telecommunicator Fill-In	62/3	\$14.71/hr.	12/01/19
Courtney Shadle	Office Assistant III	57/2	\$23,981	12/01/19
David Murray	Sergeant of SRO's	67/5	\$40,056	12/01/19
Brian Watson	Deputy Sheriff / SRO (Certified)	65/3	\$34,934	12/01/19

- Budget Amendments:**

**BUDGET AMENDMENT NO. 8
 GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-351-001	Sheriff - Grants	2,400	10-351-001
10-510-420	Sheriff - Grants	2,400	10-510-420
EXPLANATION: To amend FY 19/20 budget to include a grant award to the Sheriff's Department to be used for building security upgrades (additional key fobs/cameras).			

- Resolutions:** The Board approved the following Proclamation proclaiming January, 2020 as National Radon Action Month in Perquimans County.

**PROCLAMATION IN SUPPORT OF NATIONAL RADON
 ACTION MONTH IN PERQUIMANS COUNTY**

WHEREAS, radon is a colorless, odorless, radioactive gas that may threaten the health of our citizens and their families;
 WHEREAS, radon is the second leading cause of lung cancer in the U.S. and is the leading cause of lung cancer in non-smokers;
 WHEREAS, the National Academy of Sciences estimates that up to 21,000 lung cancer deaths occur in the United States each year;
 WHEREAS, radon is found in one in 15 homes across the U.S. have elevated radon levels;
 WHEREAS, any home may have elevated levels of radon, even if neighboring homes do not, and living in a home with an average radon level of 4 picocuries per liter of air poses a similar risk of developing lung cancer as smoking half a pack of cigarettes a day; and
 WHEREAS, testing for radon is simple and inexpensive and radon problems can be fixed;
 WHEREAS, Perquimans County Board of Commissioner, the U.S. Surgeon General, the U.S. Environmental Protection Agency, the NC Department of Health and Human Services’ NC Radon Program and the North Carolina Advisory Committee on Cancer Coordination and Control support efforts to encourage homeowners to test their homes for radon, have elevated levels of radon reduced;
 WHEREAS, many residents in Perquimans County don’t know about radon, yet need to know, for the safety and health of their families and a proclamation of National Radon Action Month is an opportunity to educate individuals on the available measures to reduce radon;

NOW, THEREFORE, Perquimans County Board of Commissioners do hereby proclaim:

JANUARY 2020 as National Radon Action Month In Perquimans County North Carolina

Adopted this 2nd day of December, 2019.

Wallace E. Nelson, Chairman
 Perquimans County Board of Commissioners

ATTESTED:

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

SEAL

7. **Board Reappointments:** The following LEPC roster was unanimously approved by the Board:

NAME	SPECIALTY	NAME	SPECIALTY
Bass, Billy	Fire	Nelson, Wallace	Local Elected Official
Bonner, Greg	Elected Official	Nixon, Jonathan	EM/EMS/911
Brittingham, Richard	EM/Fire/RRT-1	Overman, Barry	Fire
Carpenter, Roy	CERT (Lands End)	Palmer, Cordell	EM/LE
Cartwright, Michael	Fire	Parnell, Brian	NCEM
Chaney, Susan	DSS	Perq SO Rep	Law
Chowan SO Rep	Law	Ponte, Tom	EM
Coburn, Andy	CERT (Albemarle)	Smith, Lewis	Owner/Operator
Gay, Aaron	Fire (NC Forestry)	Solesbee, Julie	EM/Press
Hollowell, Ralph	Environmental	Spruill, Mary	Hospital
Layton, Miles	Press	Stoop, Ashley	Health Dept.
Layton, Nicole	Press	Ward, Paul	NCDA (Environmental)
NCHP Rep	Law	Winslow, Jarvis	EM

8. **Miscellaneous Document - Maximus Contract:** The Maximus three-year contract was unanimously approved by the Board. The purpose of the Maximus Contract is to develop a central services allocation plan. The cost of the contract is \$2,900 per year.

PRESENTATION & INTRODUCTION OF NEW EMPLOYEES/STAFF

The following presentation was made:

1. **Cheryl Downing:** County Manager Heath & Robin Trueblood, Maintenance Supervisor, presented a plaque to Cheryl Downing who retired on November 1, 2019 after 21 years of service in the Maintenance Department.

The following employees were introduced to the Board:

1. **Nick Lolies:** Mr. Lolies, Water Department Supervisor, introduced Steven Stallings who was appointed Water Plant Operator on October 1, 2019. Mr. Stallings made a few comments and Chairman Nelson welcomed him to Perquimans County.
2. **Shelby White:** Sheriff Shelby White introduced Leroya Banks who was appointed as an Uncertified Deputy/SRO Officer on October 1, 2019. Ms. Banks made a few comments and Chairman Nelson welcomed her to Perquimans County.
3. **Virgil Parrish:** Mr. Parrish, Chief Building Inspector, introduced Erle Solesbee who was appointed as the Code Enforcement Officer on November 1, 2019. Mr. Solesbee made a few comments and Chairman Nelson welcomed him to Perquimans County.

On behalf of the Commissioners, Chairman Nelson congratulated Ms. Downing and welcomed the new employees to Perquimans County.

PRESENTATION OF FY 2018-19 AUDIT

Chairman Nelson recognized Donna Winborne, Auditor. Ms. Winborne distributed hard copies of the Audit with the understanding that she would have to request them back until they receive Local Government Commissioner’s (LGC) approval. She reviewed the audit and asked if there were any questions. She also thanked Frank Heath, County Manager, and Tracy Mathews, Finance Officer, for their assistance in preparing the audit. County Manager Heath made a few comments and commended Tracy Mathews, Finance Officer, and her staff for a job well done. There being no further questions or comments, Chairman Nelson asked for a motion to accept the FY 2018-19 Audit as presented, pending LGC approval. On motion made by Charles Woodard, Alan Lennon, the FY 2018-19 Audit was unanimously approved as presented, pending LGC approval.

BRIAN WRENN, ECONOSYSTEMS BRANCH SUPERVISOR, NCDENR

Chairman Nelson explained that a couple of months ago, the Board adopted a resolution requesting assistance with determining the reason why there were so many ALS cases in Perquimans County. Mr. Nelson stated that County Manager Heath and himself had met with several individuals and have requested Mr. Wrenn to come present information on the algae plants. Leigh Stevenson, NC Division of Water Resources, Kennedy Holt, Division of Public Health, and Brian Wrenn, NC Division of Water Resources presented a PowerPoint Presentation about the algae plants that grow in the Albemarle Sound, Perquimans River, and Chowan River. Several questions and comments were made from the public and from the Board:

COMMISSIONER’S CONCERNS/COMMITTEE REPORTS

There were no commissioner’s concerns/committee reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Wellness Center:** Mr. Heath and Chairman Nelson met with Vidant Hospital on November 15th to discuss the possibility of adding a wellness center as Phase II of the Recreation Center. More updates as things move forward.
- **Walk-Through Schools:** Mr. Heath reminded the Board about the Walk-Through for the county schools on December 11th & 12th from 5:00 p.m. to 7:00 p.m.
- **Single Family Rehab Grant:** Mr. Heath explained that The Wooten Company were bowing out of the administration of the Single Family Rehab Grant, should the County apply for the funds. He has talked with Melody Wilkins, Executive Director of Albemarle Commission, and they would be happy to handle it for the County.
- **ALS Support Group:** Mr. Heath and Ashley Stoop of Albemarle Regional Health Services met with the ALS Support Group on November 18th 2019. A Joint Task ALS Force is scheduled to meet on January 13, 2020 at the Perquimans County Library. The purpose of this Task Force is to determine why we are have a high number of ALS cases within Perquimans County.
- **Hertford Grand Illumination:** Mr. Heath reminded the Board that the Hertford Grand Illumination is scheduled for Friday, December 6th, at 7:00 p.m.

APPOINTMENTS: COMMUNITY ADVISORY COMMITTEE

Chairman Nelson asked Mary Hunnicutt, Clerk to the Board, if we had received any applications for these two vacancies on this Committee. Ms. Hunnicutt reported that she only had received no phone calls about the Community Advisory Committee. We will advertise on website & Facebook page again. They asked Mr. Layton of The Perquimans Weekly to mention it in the paper.

ELECTION OF CHAIRMAN/VICE CHAIR

Hackney High, County Attorney, acting as Temporary Chairman of the meeting, opened the floor for nominations for Chairman of the Board. In the interest of time and efficiency, Commissioner Jones

asked County Attorney High if it would be proper procedure to nominate the current Chairman and Vice Chair and handle it as one motion. Mr. High said that the Board could handle it that way. T. Kyle Jones made a motion to nominate Wallace E. Nelson, Chairman, and Fondella A. Leigh, Vice Chair. The motion was seconded by Charles Woodard and unanimously approved by the Board. County Attorney High congratulated Mr. Nelson and Ms. Leigh on their election. Mr. Nelson thanked the Board for their support.

REAPPOINTMENT: ALBEMARLE HOSPITAL BOARD OF TRUSTEES

Chairman Nelson explained that the reappointment of Charles Woodard to the Albemarle Hospital Board of Trustees is scheduled for this month. Mary Hunnicutt, Clerk to the Board, contacted Mary Anne Keyes of the Albemarle Hospital Board of Trustees regarding the reappointment of Charles Woodard. Mr. Nelson recognized Charles Woodard who explained that, due to the fact that this Board meets before 5:30 p.m., he is unable to attend the meetings. Per his conversation with Mary Hunnicutt, he found out that Ms. Keyes notified Ms. Hunnicutt that this Board is scheduled to be disbanded in December or January. It was the consensus of the Board to leave Mr. Woodard on the Albemarle Hospital Board of Trustees until their Board decides to disband. If they decide not to disband, the Board will revisit the matter and possibly appoint another Commissioner to this Board. They asked County Manager Heath to find out more information about the Board disbanding.

SALE OF SURPLUS EQUIPMENT

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

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
Hong Nguyen	2011 Dodge Charger, VIN #2B3CL2CT5BH579342	11/4/19	\$500	\$1,200.00

Mr. Heath recommends the sale of this item. On motion made by Charles Woodard, seconded by Fondella A. Leigh, the Board unanimously approved the sale of this vehicle on GovDeals.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:20 p.m. on motion made by Charles Woodard, seconded by Alan Lennon.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION
December 16, 2019
7:00 p.m.

Due to a lack of business to discuss, the Perquimans County Board of Commissioners Work Session on December 16, 2019 was cancelled.
