

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
Fred Taylor	22 – Nortel/Norstar Model T316E Telephones	3/2/2020	\$50	\$50.00
Fred Taylor	24 – Grandstream Networks Telephones	3/2/2020	\$50	\$700.00
Fred Taylor	35 – Avaya Telephones	3/2/2020	\$100	\$776.00

Mr. Heath recommends the sale of these items. On motion made by Joseph W. Hoffer, seconded by Alan Lennon, the Board unanimously approved the sale of this equipment on GovDeals.

**PUBLIC COMMENTS**

Because of Governor Cooper’s Order No. 121, public comments had to be made in writing and provided to the Clerk to the Board prior to 5:00 p.m. on Monday, April 6, 2020. They could deliver them to her via fax [(252) 426-4034] or e-mail at [mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov). No public comments were received.

**ADJOURNMENT**

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:24 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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**JOINT WORK SESSION**  
April 20, 2020  
7:00 p.m.

**Special Notice for tonight’s meeting:** Due to the Governor’s Order No. 121, the Perquimans County Board of Commissioners’ **JOINT WORK SESSION** with the Board of Education on Monday, April 20, 2020, at 7:00 p.m. will be done through ZOOM. The Board of Commissioners will meet in the Conference Room of the Emergency Services Building located at 411 S. Edenton Road Street, Hertford, NC 27944. The purpose of this Joint Work Session is to discuss the FY 2020-2021 budget. If you would like to join their meeting via ZOOM, contact County Manager Heath at (252) 426-8484 or [frankheath@perquimanscountync.gov](mailto:frankheath@perquimanscountync.gov) to obtain the log-in information to the meeting. The public will be able to hear the meeting but will not be able to ask questions. If you have any questions, please contact the County Manager’s Office at (252) 426-8484.

The Perquimans County Board of Commissioners met in a Joint Work Session with the Perquimans County Board of Education on Monday, April 20, 2020, at 7:00 p.m. The Board of Education was at their Central Office located at 411 Edenton Road Street, Hertford, NC 27944 and the Board of Commissioners were at the EMS Building located at 159 Creek Drive, Hertford, NC.

**BOARD OF COMMISSIONERS:** Located at EMS Building located at 159 Creek Drive, Hertford, NC.

**MEMBERS PRESENT:** Wallace Nelson, Chairman  
Joseph W. Hoffer  
Alan Lennon  
Fondella Leigh, Vice Chair  
Kyle Jones  
Charles Woodard

**MEMBERS ABSENT:** None

**BOARD OF EDUCATION:** Located at Central Office at 411 Edenton Road Street, Hertford, NC or via Zoom

**MEMBERS PRESENT:** Anne White, Chair (via Zoom)  
Russell Lassiter  
Leary Winslow (via Zoom)  
Amy Spaugh, Vice Chair (via Zoom)  
Matthew Peeler  
Arlene Yates (via Zoom)

**MEMBERS ABSENT:** None

**OTHERS PRESENT**

Frank Heath, County Manager  
Tracy Mathews, County Finance Officer  
James Bunch, Assistant Superintendent  
Michelle Maddox, Chief Human Resources Officer  
Mary Kaye Peele, Administrative Assistant  
Mary Hunnicutt, Clerk to the Board  
Tanya Turner, Superintendent  
Rube Blanchard, Finance Officer  
Jamie Johnson, Director of Maintenance  
Martha Nixon – Chief Technology Officer

Board of Education Chair Anne White called the meeting to order. Matthew Peeler led the pledge and Vice Chair Spaugh gave the invocation. Dr. White had Ms. Peele call the roll. The above individuals were present either via Zoom or in the Board Room at the Central Office. After approving the Agenda, Dr. White welcomed everyone and then turned the meeting over to Superintendent Tanya Turner.

**BUDGET FOR FY 2020-2021**

Ms. Turner presented the following spreadsheets:

Capital Outlay Budget Highlights FY 2019-2020	FY 2019-2020 Capital Outlay Funding Sources
A Review of Their Capital Outlay	Pictures of their repairs
A List of Projects to be Completed by June 30 <sup>th</sup>	FY 2020-2021 Capital Outlay Budget Needs
FY 2020-2021 Capital Outlay Prioritized Needs	Pictures of the FY 2020-2021 Needs
FY 2020-2021 Technology Request/Need	

Mr. Blanchard presented the following Current Expense Requests for FY 2020-2021:

Chart of Projected ADM No. of Students for FY 2020-2021	Budget Comparisons for 2019-2020 & 2020-2021
Local Revenues from FY 2013 through FY 2020	Historical Fund Balance Report
Additional Expenditures for FY 2020-2021	Retirement Contributions Increase 1.64%
Hospitalization Costs – increase of \$341/employee	Bridge Closures

Mr. Bunch presented the following information on SRO Officers for FY 2020-2021:

FY 2019-2020 SRO Expenses	FY 2019-2020 Additional Law Enforcement Expenses
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Ms. Maddox presented the information on personnel matters for FY 2020-2021 along with their final recommendation of funding for FY 2020-2021 as follows:

**2020-2021 Local Current Expense Request**

2019-2020 County Appropriation:	\$2,900,000
Additional Expenditures	594,272
Reductions in Personnel	-320,535
Current Expenses Request:	<u>\$3,173,737</u>
Increase from Last Year's Appropriation	\$273,737

**2020-2021 Total Budget Summary of Requests**

Capital Outlay Requests:		
Priority 1:	\$569,744	
Priority 2:	74,990	
Priority 3:	534,515	
Priority 4:	<u>288,067</u>	
Total (Priorities 1-4)		\$1,467,316
Technology 1:1 Request		\$142,387
Current Expense Request		\$3,173,737

**CLOSING REMARKS AND QUESTIONS**

Ms. Turner said that this concluded their budget presentation and thanked the County for their continued support of the School System. She asked if there were any questions from the Boards. The following questions were asked:

- **Commissioner Lennon:** Mr. Lennon referred to the pie charts showing Budget Comparisons and it showed a reduction in Federal funding. Could they explain why this happened? Mr. Blanchard answered his question.
- **County Manager Heath:** Mr. Heath asked if the schools being physically out of session affected this year's budget in any way. Mr. Blanchard explained that he is still working on those figures. They may not know the final figures until June. Mr. Heath asked several other questions regarding this year's budget and if Ms. Turner had heard anything from the State about assistance for schools. He also asked if there were any protocols in place for next year. Mr. Blanchard and Ms. Turner answered his questions. Mr. Heath also thanked Ms. Turner in her work in conjunction with our Emergency Management Program in distributing meals. This has really been a good thing for the County residents and a great success. He said thank you to the schools for their hard work in that program.
- **Chairman Nelson:** Mr. Nelson asked if the capital outlay priority lists included all the items that the Board discussed during their tour of the four schools. Ms. Turner said that it did in addition to items from last year's list that has not been done yet. She also said that they eliminated some of the items from last year's list. Mr. Heath asked about the kitchen items. Ms. Turner stated that those items were budgeted to complete by June 30<sup>th</sup> of this year but, due to the reduction in Sales Tax Revenues, they will have to move those items to Priority 1 and Priority 2 lists for next year.

Mr. Heath asked Mary Kaye Peele and Ms. Turner to provide him with a copy of their presentation and he would distribute it to the Board. They said that they would e-mail it to him tomorrow. Mr. Nelson asked if they would update the list of priorities as soon as they can to include the items that were not completed by June 30<sup>th</sup>. Ms. Turner said that it would be about \$15,000 additional costs. The other item that was listed to be completed by June 30<sup>th</sup> was the ramp for the graduation which was \$7,500. She further explained that they had applied for a \$25,000 kitchen grant but have not been awarded the funds. Ms. Turner thanked the County again for their continued support of the School System.

**ADJOURNMENT**

There being no further questions or comments, Chairman Nelson expressed his appreciation to Superintendent Turner, the Board of Education, and the School System administration and staff for their transparency in their presentation tonight and thanked them for their hard work. Chair White made closing comments and asked that, during this time in our country, she would like to give the group an opportunity to salute local heroes. She first of all stated that she thanked the Board and the County staff for all their work during this COVID-19 Pandemic. She said that she cannot name them all but did want to mention a few. In addition to the usual individuals in leadership, she would like to salute Mr. Charles Woodard as one of our hometown heroes. At risk to himself, he has been at his store every day to make sure our residents have their medications. In addition, she would like to salute our superintendent who has gone over and beyond her duties during this time. She did everything possible to make sure that our students would maintain a good education and all of our teachers who have gone out and interacted with their students and cited the example of delivering the "Senior Graduate Signs" to the graduating seniors. She asked if there were any other comments. After her comments, she adjourned the meeting at 8:05 p.m.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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**WORK SESSION**

April 20, 2019

7:00 p.m.

The Perquimans County Board of Commissioners Work Session on April 20, 2020 was cancelled to allow more time for the Board of Education to present their budget information.