

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.

R E G U L A R M E E T I N G
January 6, 2020
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, January 6, 2020 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. Hoffler 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 Hoffler 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 Fondella A. Leigh 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.

1. **Approval of Minutes:** December 2, 2019 Regular Meeting & December 16, 2019 Work Session (meeting cancelled)
2. **Tax Refund Approvals:**

PERQUIMANS COUNTY TAX REFUNDS:

Cartwright, Russell Lowery-----**\$154.79**
 Sold vehicle to dealership; 11-month refund. Account No. 50238659.

Dempsey, Robert Herschel----- \$101.27
 Vehicle was totaled; 8-month refund. Account No. 47665817.

3. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Zachary Crowe	PT/FI Paramedic	Appointment	68/1	\$18.25/hr.	01/01/2020
Bethany Buttram	Full-Time Shift Supervisor	Promotion	70/2	\$42,498	01/01/2020
Madeline Lighthill	PT/FI AEMT	Certification	66/1	\$16.72/hr.	12/01/2019

4. Step/Merit Increases:

Employee Name	Employee Job Title	Grade /Step	New Salary	Effective Date
Charles Lories	Water Supervisor	74/13	\$66,259	01/01/2020
Walter Meads	PT/FI Paramedic	68/5	\$20.12/hr.	01/01/2020
Heather Vanscoy	Paramedic	68/5	\$41,859	01/01/2020
Ester White	Housekeeping Assistant	54/8	\$24,327	01/01/2020
Tammy White	Housekeeping Assistant	54/10	\$25,543	01/01/2020
Kevin Lane	Certified Deputy Sheriff	65/5	\$36,682	01/01/2020
Faran Sawyer	Deputy Sheriff / SRO (Certified)	65/5	\$36,682	01/01/2020

5. Resolutions: The North Carolina Association of County Commissioners (NCACC) has requested that the Board consider adopting the enclosed resolution since March has been designated as Women’s History Month. NCACC’s goal is to get all 100 counties to adopt resolution so that they may present them during their commemoration ceremony in March. The Board unanimously adopted the following resolution:

**RESOLUTION IN CELEBRATION OF THE 100TH ANNIVERSARY
 OF THE PASSAGE OF THE NINETEENTH AMENDMENT TO
 THE CONSTITUTION OF THE UNITED STATES**

Whereas: an organized movement to enfranchise women began in July, 1848, at a convention in Seneca Falls, NY;

Whereas: through the efforts of brave and courageous women referred to as suffragists who sacrificed family, their personal life and their financial resources for over seventy years to gain equal rights for women, especially the right to vote;

Whereas: women and men, black and white, supported the woman’s suffrage movement for women to gain the constitutional right of having a voice in making the laws that govern them;

Whereas: the woman’s suffrage movement led to the passage of the 19th Amendment to the Constitution of the United States in 1919; with ratification by the states by the summer of 1920;

Whereas: the National Woman’s Suffrage Association dissolved in 1920 to create the League of Women Voters of the US to register voters and educate all voters;

Whereas: the League of Women Voters of North Carolina was launched on October 7, 1920, on the steps of the Guilford County Courthouse by Gertrude Weil, a politically active and tireless young woman from Goldsboro, NC;

Whereas: More than 120,000 women were registered to vote in North Carolina by 1920;

Whereas: women today constitute a majority vote in our state and the US and are running for office in higher numbers and more active in the election process than ever before in history;

BE IT RESOLVED that the 100th anniversary of women gaining the right to vote and the founding of the League of Women Voters in the United States and in North Carolina is recognized for the impact these historic accomplishments have on citizen engagement and the civic life of the community, the state and the nation.

*The Constitution of the United State of America, Amendment XIX
 Women’s Suffrage*

The right of the citizens of the United States to vote shall not be denied or abridged by the United States or by ay State on account of sex.

Congress shall have the power to enforce this article by appropriate legislation

ADOPTED the 6th day of January, 2020.

 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 reappointments were unanimously approved by the Board:

Name	Board/Committee	Action	Term	Effective Date
Smith, Lewis	Agricultural Advisory Board	Reappointment	3 yrs.	2/1/2020
Jennings, William	Tax Assessor/Tax Collector	Reappointment	4 yrs.	2/1/2020

8. Miscellaneous Documents:

- a. **Enclosure:** The Economic Improvement Council (EIC) has applied for the Community Service Block Grant. The State requires that they present the application to each of the counties that they represent. A copy of this application was provided to Clerk to the Board, Mary P. Hunnicutt, who has made it available to the Commissioners for review. Ms. Hunnicutt has been asked to return the letter stating that the application was presented in Perquimans County. This is for information only.
- b. **Library Janitorial Contract:** With the retirement of Theresa Stallings, Housekeeper at Library, the Board approved the janitorial contract with Rebecca Corprew at \$14,400 per year.

INTRODUCTION OF NEW EMPLOYEES

The following employees were introduced to the Board:

- 1. **Susan Chaney:** Ms. Chaney, Social Services Director, introduced Cheryl Banks who was appointed effective December 1, 2019 as IMC II - Family & Children’s Medicaid.
- 2. **Robin Trueblood:** Mr. Trueblood, Maintenance Supervisor, introduced Christopher “Jailyn” Prince who was appointed effective January 1, 2020 as Custodian.
- 3. **Bill Jennings:** Mr. Jennings, Tax Administrator, introduced Lisa Ambrose who was appointed effective November 1, 2019 as Tax Clerk – DMV and Katelyn Moody who was appointed effective November 1, 2019 as Seasonal Tax Lister.

On behalf of the Commissioners, Chairman Nelson welcomed the new employees to Perquimans County.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report. After her report, County Manager Heath reported to the Board that Nicole Elliott, Administrative Officer I, who is Susan's right hand person in Social Services, is in the hospital with some serious medical issues. He asked that the Board keep her and her family in their thoughts and prayers.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There were no commissioner's concerns/committee reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **ALS Tax Force:** Mr. Heath reminded the Board that the ALS Tax Force is scheduled to meet at the Perquimans County Library on January 13, 2020 at 10:00 a.m. The Board is welcome to attend.
- **Update on projects that were discussed and approved during the Budget Process:**
 - **County Website:** Mr. Heath reported that the County's website is in the process of being redesigned. This should be completed by February.
 - **New Phone System:** Mr. Heath explained that we recently installed a new phone system for the Courthouse, Courthouse Annex, and Dobbs Street offices.
 - **Salary Study:** Mr. Heath notified the Board that the Salary Study Questionnaires had been completed by the full-time County employees and have been mailed to Becky Veazey, The Maps Group, today. Ms. Veazey will be in the County conducting interviews with our full-time employees.

APPOINTMENTS: COMMUNITY ADVISORY COMMITTEE

Chairman Nelson asked Mary Hunnicutt, Clerk to the Board, if we had received any applications for these three vacancies on this Committee. Ms. Hunnicutt reported that we did receive notification that Anne White has begun her training to serve on this Board. Once that has been completed, we will receive a recommendation from Albemarle Commission to appoint her to the Board. We have received no other applications or phone calls for this committee. Chairman Nelson recommended that the Board talk to individuals that they feel might be willing to serve and have them contact Mary Hunnicutt.

UPDATE ON ALBEMARLE HOSPITAL BOARD OF TRUSTEES

Chairman Nelson reported that they are still working on disbanding this Board. Their attorney is in the process and they hope that it will happen by the end of next quarter. No action is required at this time.

BOARD RESIGNATIONS & APPOINTMENTS: ED MUZZULIN'S COMMITTEES & COMMISSIONERS' BOARD APPOINTMENTS

Chairman Nelson explained that, in tonight's Agenda Packet, a letter from Ed Muzzulin explaining that he had relocated to Colorado for health reasons and he was resigning from the Board Trustees for Bethel Fire Department and the Board of Adjustment. The Board will need to appoint replacements for these openings. Mr. Nelson also reported that Ms. Hunnicutt had included in the packets a list of Boards that the Commissioners are currently serving on. He asked that the Board review the list and present any requests for changes at the February meeting. County Manager Heath explained that this covers Item D under New Business.

INTRODUCTION OF NEW COLLEGE OF THE ALBEMARLE (COA) PRESIDENT

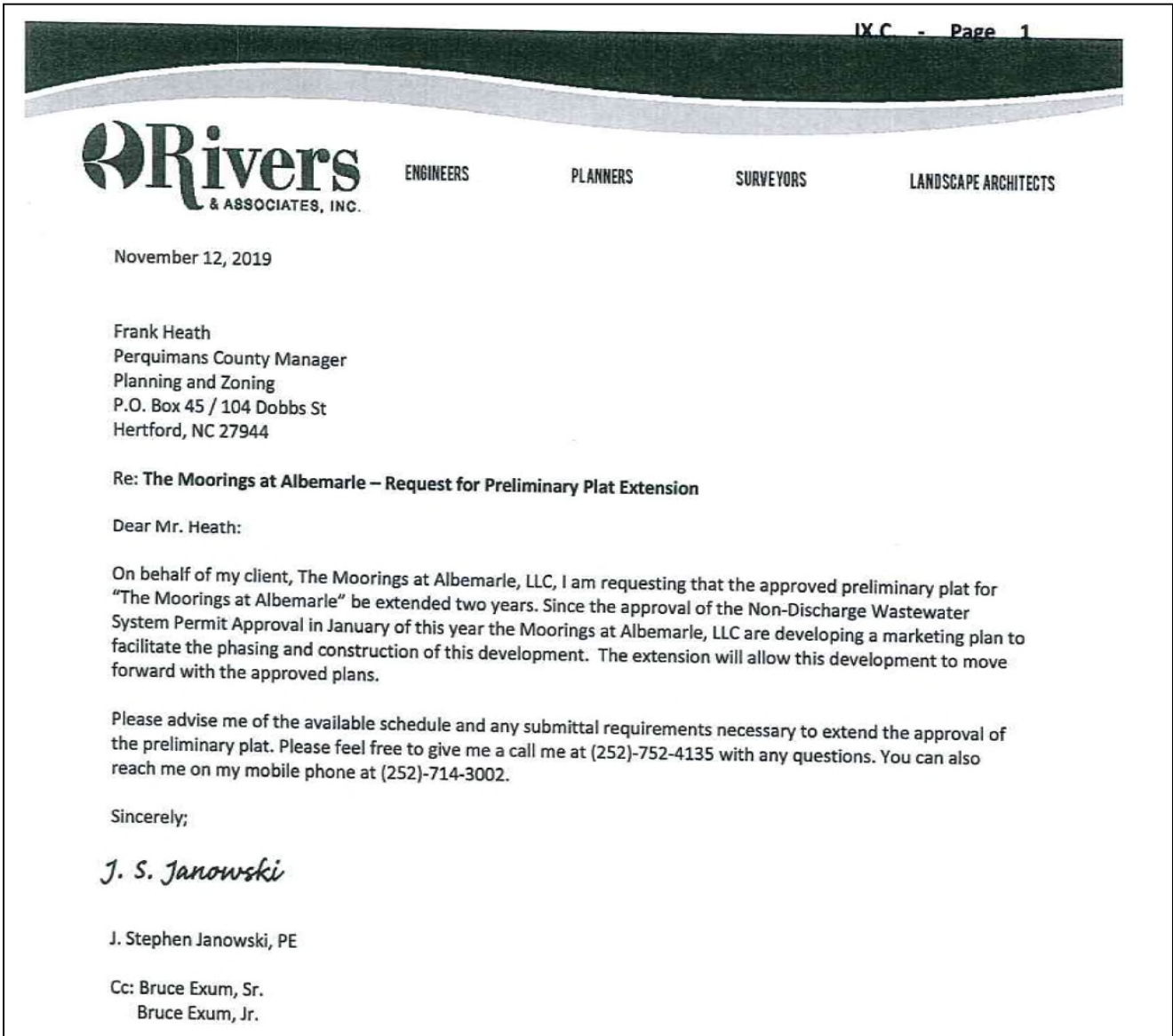
Chairman Nelson reported that the new President of COA was present tonight along with the Chairman of the COA Board of Trustees, Marion Harris, Jr. Mr. Nelson had a presentation for the Board that gave some background information on COA and showed what COA is doing for Perquimans County and the surrounding areas. After he made his presentation, he introduced Dr. Jack Bagwell, newly appointed president of COA. Dr. Bagwell thanks Mr. Nelson for his presentation provided a handout on the college and what it provides. Dr. Bagwell appreciates all that the Board of Trustees is doing with presenting information on the college. After completing his comments, he asked if there were any questions or comments from the Board. County Manager Heath said that his son will be graduating from high school with Associates in Science degree. He further explained how that impacts his family and thanked the COA for offering that program. Commissioner Woodard said that, since was older than Mr. Heath, his grandson has also participated in this program and that he has had several employees for him that have taken advantage of that program. Chairman Nelson made further comments on how COA has benefited him.

BOARD TRUSTEE FOR BETHEL FIRE DEPARTMENT

Clerk to the Board, Mary Hunnicutt, reminded Chairman Nelson that we overlooked the appointment of Chad Mathews to the Board Trustee for Bethel Fire Department. Chairman Nelson said that we had received a recommendation from the Bethel Fire Department to appoint Chad Mathews onto the Board Trustee for Bethel Fire Department to complete Ed Muzzulin's term which will expire on September 30, 2020. On motion made by T. Kyle Jones, seconded by Charles Woodard, the Board unanimously approved to appoint Chad Mathews to complete Ed Muzzulin's term which will expire on September 30, 2020.

PLANNING ITEM: THE MOORINGS AT ALBEMARLE – REQUEST FOR PRELIMINARY PLAT EXTENSION

Chairman Nelson recognized Rhonda Money, GIS Mapper/Planner, who presented an update on the request. Ms. Money explained that, according to our Subdivision Regulations, the final plat for the first phase of a subdivision should be submitted not more than 24 months after the date that the preliminary plat was approved. The Moorings at Albemarle preliminary plat was approved on September, 2017. That is why they are here tonight requesting a two-year plat extension tonight. After Ms. Money made her few comments, Steve Janowski of Rivers & Associates presented the following letter requesting the two-year preliminary plat approval:



Mr. Janowski explained the delays that they had with obtaining permits. Now that they have received all the permits, they are ready to move forward. On motion made by Fondella A. Leigh, seconded by Charles Woodard, the Board unanimously approved the two-year preliminary plat approval.

REGISTER OF DEEDS: REDUCTION IN SALARY PURSUANT TO GS 153A-92

County Manager Heath explained the process and asked the Board to adopt the resolution. On motion made by T. Kyle Jones, seconded by Joseph W. Hoffler, the Board adopted the following Resolution:

Pursuant to G.S. 153A-92, the Board of County Commissioners adopted this Resolution reducing the Register of Deeds' salary from \$49,196 (Grade 70/Step 8) to \$41,462 (Grade 70/Step 1) to become effective December 1, 2020. This action is taken in compliance with General Statute 153A-92 in reference to compensation of County officers in the General Election. A motion to approve the above was made by T. Kyle Jones, seconded by Joseph W. Hoffler. Motion unanimously passed.

PUBLIC COMMENTS

After Chairman Nelson explained the rules for public comments, the following comments were made:

- **Aaron Saunders:** Mr. Saunders presented the following information to the Board regarding rural internet service:

Today High Speed Internet Is a Necessity

Perquimans County Residents Urge County Commissioners to Take Action

On December 10, 2019 close to 100 concerned citizens met to discuss the lack of high speed Internet in Perquimans County. Two local internet providers and two representatives from the North Carolina Department of Information Technology addressed the group. They helped answer questions and explore options for solutions to bringing high speed internet to areas currently lacking service. A county commissioner was invited to the forum but was unable to attend.

Concerns expressed by the citizens include:

- A large portion of Perquimans County does not have high speed internet
- High speed internet has moved from being a luxury to becoming a necessity for most people, for example:
 - People are increasingly directed to go to government web sites to obtain information to register or to apply for a variety of services (such as Social Security, Medicare and Department of Agriculture services);
 - Business websites increasingly use websites to register products, provide support services; and

People often use the internet to research best options available among service providers (such as insurers), a slow, laborious chore without high speed internet

- Students are being hampered by the lack of service to their homes, necessitating going to the public libraries till late in the evening to complete assignments—an added burden not all can do
- People looking to move to our area, especially professional people and entrepreneurs, will want high speed internet at their place of business and their homes because:
 - They often (sometimes exclusively) do business from home;
 - They want their children to have the educational, social, and cultural benefits of high speed internet; and
 - They enjoy the range of entertainment options available through high speed internet.

- Locals who have lived here for years or all of their lives do not want to be excluded from a future that is dependent on high speed internet for business, education, and entertainment—they are tired and increasingly agitated about being overlooked, left-out, and ignored.
- Camden County provides a local example of how the problem can be managed effectively and in a timely manner

Based on the need and the level of concern among citizens, we urge the Commissioners

1. To become actively engaged in creating a plan to bring high speed, broadband internet to all of Perquimans County, and
2. To include high speed, broadband internet for all of Perquimans County as an economic development priority

➤ **Steve Lane, Inteliport:** Mr. Lane has been actively working with this problem and asks to be added to the February and March Agenda to present a formal proposal to the Board. In February, he wants to share their plan and ask for local, state, and federal government support through grant funding.

CLOSED SESSION: CONSULT WITH ATTORNEY REGARDING ACQUISITION OF REAL PROPERTY & CLOSED SESSION MINUTES

Pursuant to NC General Statute 143-318.11(3), T. Kyle Jones made a motion to go into Closed Session to consult with attorney regarding acquisition of real property and to approve closed session minutes. The motion was seconded by Charles Woodard and unanimously approved by the Board.

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Charles Woodard, seconded by Fondella A. Leigh, and unanimously approved by the Board.

ACTION FROM CLOSED SESSION

On motion made by T. Kyle Jones, seconded by Charles Woodard, the Board authorized County Manager Heath and County Attorney High to proceed with the purchase of the building located at 101 ARPDC Street, Hertford, NC currently owned by Trillium. Before the vote, Commissioner Lennon asked if there was going to be any announcement that the County is purchasing this building. His concern is that the general public thinks that, after the Closed Session, nothing is usually handled and they leave. He wants to stay clear of any sense of impropriety and that this is common knowledge. This began a discussion on how to notify the public that there could be an open session after the closed session. Mary Hunnicutt said that she could contact her fellow clerks to see how they handle this type of situation. County Manager Heath said that we could add this statement to the Agenda by the Closed Session item: (After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during Closed Session). Chairman Nelson suggested that we could have a Closed Session Report and Potential Action and if there was nothing to report just come out of Closed Session and state that there was nothing to report from Closed Session. Mr. Heath said that, once the deal closes, the County could put out some kind of notice to the public.

On motion made by Alan Lennon, seconded by Charles Woodard, the Board approved the following Budget Amendment No. 10 to cover the purchase of this building:

**BUDGET AMENDMENT NO. 10
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-399-000	Fund Balance Appropriated	250,000	
10-690-970	PORT Building Acquisition	250,000	
EXPLANATION: To amend FY 19/20 budget to purchase the PORT Building.			

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:10 p.m. on motion made by Charles Woodard, seconded by T. Kyle Jones.

Wallace E. Nelson, Chairman

Clerk to the Board

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