
SPECIAL CALLED MEETING

June 25, 2012

7:00 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting on Monday, June 25, 2012 at 7:00 p.m. in the Commissioners' Room located in the Perquimans County Courthouse Annex. The purpose of the meeting was to hold Public Hearing for the FY 2012-2013 Budget.

MEMBERS PRESENT: Benjamin Hobbs, Chairman
 Tammy Miller-White
 Mack Nixon
 Janice McKenzie Cole, Vice- Chair
 Edward R. Muzzulin
 Sue Weimar

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager
 Hackney High, County Attorney
 Mary P. Hunnicutt, Clerk to the Board

Chairman Hobbs called the meeting to order and gave the invocation. He then led the Pledge of Allegiance. Chairman Hobbs explained that, the purpose of this meeting tonight was to hold a Public Hearing for FY 2012-2013 Budget.

AGENDA

The Agenda, as amended, was unanimously approved on motion made by Mack E. Nixon, seconded by Edward R. Muzzulin.

PUBLIC HEARING

FY 2012-2013 Budget

Chairman Hobbs opened the Public Hearing stating that the purpose of the public hearing was to receive public comments on the proposed FY 2012-2013 Budget. There were four (4) people present. The Chairman recognized County Manager Frank Heath who reviewed the following changes to the Budget that was presented at the June 4, 2012 meeting. Those changes were as follows:

General Fund – Sheriff's Department

- Decrease – State Grants Law Enforcement Revenue in the amount of \$87,254
- **EXPLANATION:** Sheriff did not receive the grant that he applied for that would have covered a new vehicle, computer equipment in patrol cars, and other safety equipment.

General Fund – Extension Services

- Increase in State Grant – Voluntary Ag District in the amount of \$297
- **EXPLANATION:** Extension Services received additional funding for the Voluntary Ag District.

Chairman Hobbs asked if there were any comments/questions from the Board or from the public. The following comments/questions were made:

- **Cathy Wilson:** Ms. Wilson asked how the reduction in the Sheriff's budget would affect his department. Mr. Heath explained that it would mean that he would not get an additional vehicle, computer equipment in patrol cars, and other safety equipment.
- **Chairman Hobbs:** Mr. Hobbs asked about the maintenance of the Board of Elections voting machines and if it was included in the budget since the State has not adopted their budget yet. Mr. Heath said that it was included in our budget at this time.

There being no further questions or comments from the Board and/or public, the Chairman closed the Public Hearing at 7:10 p.m. and proceeded with the Special Called Meeting.

FY 2011-2012 YEAR-END BUDGET AMENDMENTS

Mr. Heath explained that Budget Amendment numbers 29 through 32 have been prepared to balance the current year's budget and to budget for items just brought to his attention: Commissioner Muzzulin asked if this meant that these departments were over spent. Mr. Heath and Sharon Ward, Finance Officer, explained that only two departments were overspent: (1) the Register of Deeds' Office because of the Conveyance Tax which was a result of State legislation; and (2) Legal Fees which probably had to do with the Wind Farm Project. On motion made by Edward R. Muzzulin, seconded by Tammy Miller-White, the Board unanimously approved the following Budget Amendment Numbers 29 through 32:

**BUDGET AMENDMENT NO. 29
 SCHOOL CONSTRUCTION FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
65-500-040	Professional Services	805	
65-399-000	Fund Balance Appropriated	805	
EXPLANATION: To budget for remaining payment to Albemarle & Associates in FY 2011-12 for engineering design for Perquimans County High School Athletic Complex.			

**BUDGET AMENDMENT NO. 30
 GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-420-040	County Manager - Professional	625	
10-420-050	County Manager - FICA		625
10-470-040	Legal Fees	5,500	
10-345-008	Medicaid Hold Harmless	5,500	
10-480-060	ROD - Group Insurance	140	
10-480-050	ROD - FICA		140
10-480-452	ROD - Conveyance Tax	7,400	
10-345-008	Medicaid Hold Harmless	7,400	
10-500-020	Public Buildings - Salaries	210	
10-500-031	Public Buildings - Contract Work	6,000	
10-500-032	Public Buildings - ARPDC Cleaning	1,198	
10-500-060	Public Buildings - Group Insurance	232	
10-500-540	Public Buildings - Insurance & Bonds		7,640
10-510-020	Sheriff - Salaries	10,600	
10-510-060	Sheriff - Group Insurance	125	
10-348-007	Federal - Sheriff	10,725	
10-510-170	Sheriff - Maintenance & Repair Vehicles	1,000	
10-335-000	Sheriff - Miscellaneous Revenue	1,000	

**BUDGET AMENDMENT NO. 30 (continued)
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-511-020	Communications - Salaries	155	
10-511-030	Communications - Part-Time Salaries	9,750	
10-511-050	Communications - FICA	142	
10-511-060	Communications - Group Insurance	325	
10-348-044	State - Hurricane Fund	10,372	
10-530-020	Emergency Management - Salaries	5,774	
10-530-050	Emergency Management - FICA	441	
10-500-540	Public Buildings - Insurance & Bonds		6,215
10-540-060	Inspections - Group Insurance	140	
10-540-050	Inspections - FICA		140
10-600-040	Medical Examiner - Professional	4,500	
10-345-008	Medicaid Hold Harmless	4,500	
10-592-030	EMS - Salaries - Part-Time	25,100	
10-592-020	EMS - Salaries		16,500
10-348-044	State - Hurricane Funds	8,600	
10-592-060	EMS - Group Insurance	325	
10-592-050	EMS - FICA		325
10-592-041	EMS - Professional Billing Contract	1,400	
10-592-070	EMS - Retirement	380	
10-335-000	Miscellaneous Revenue	1,780	
10-615-020	Extension - Salaries	975	
10-615-070	Extension - Retirement	2,185	
10-615-740	Extension - Capital Outlay		3,160
10-682-020	Capital (30% of 1/2% A Sales Tax)	20,500	
10-345-001	Sales Tax 1/2% A	20,500	
10-690-335	Hurricane - Expenses	6,092	
10-348-044	State - Hurricane Funds	6,092	
10-690-941	Mental Health - Alcohol Rehab	325	
10-347-000	ABC Bottle Revenue	325	
10-850-860	Interest - Emergency Services Building	35	
10-335-000	Miscellaneous	35	
10-352-000	Law Enforcement	3,272	
10-510-360	Sheriff - Uniforms	3,272	
EXPLANATION: General Fund year-end entry			

**BUDGET AMENDMENT NO. 31
WATER FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-720-110	Water - Telephone/Postage	4,500	
35-720-040	Water - Professional	3,360	
35-720-031	Water - Contract Work	5,515	
35-720-360	Water - Uniforms	1,131	
35-720-333	Water - Radio Read	406	
35-720-060	Water - Group Insurance	280	
35-720-822	Winfall Plant Upgrade		5,100
35-720-020	Water - Salaries		4,200
35-720-050	Water - FICA		1,100
35-720-310	Water - Auto Supplies		1,000
35-720-332	Water - Service Supplies		2,851
35-720-320	Water - Inventory		941
35-660-060	Plant - Group Insurance	95	
35-660-070	Plant - Retirement		95
35-660-335	Hurricane Expenses	12,230	
35-348-002	Hurricanes - FEMA	12,230	
EXPLANATION: Year-end entry for Water Fund.			

**BUDGET AMENDMENT NO. 32
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-690-935	Cost Share Program	1,425	
10-335-000	Miscellaneous Revenue	1,425	
EXPLANATION: To amend budget to pay Perquimans County's share of Soil Cost Share Program to Chowan County (Scott Alons' position).			

FY 2012-2013 GRANT CONTRACTS

County Manager Heath presented the following FY 2012-2013 grant contracts:

- **Home & Community Care Block (HCCBG) Grant:** On motion made by Tammy Miller-White, seconded by Edward R. Muzzulini, the Board unanimously approved the FY 2012-2013 HCCBG contracts. Commissioner Miller-White asked how the money was going to be allocated. Susan Chaney, Social Services Director, explained.
- **Rural Operating Assistance Program (ROAP) Grant:** On motion made by Sue Weimar, seconded by Mack E. Nixon, the Board unanimously approved the ROAP contract.

FY 2012-2013 BUDGET

On motion made by Tammy Miller-White, seconded by Sue Weimar, the Board unanimously approved the FY 2012-2013 Budget as presented including the changes that County Manager Heath had mentioned (*See Attachment A*).

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned by the Chairman at 7:20 p.m.

Benjamin C. Hobbs, Chairman

Clerk to the Board

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

BE IT ORDAINED THIS 25th DAY OF JUNE, 2012, BY THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:

I. GENERAL FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2012, and ending June 30, 2013, in accordance with the chart of account heretofore established of this County:

Governing Body	\$ 70,910
County Manager/Finance/Planning	347,554
Elections	123,968
Tax Department	455,142
Legal	25,000
Register of Deeds	235,537
Public Buildings	670,558
Albemarle Commission	10,818
Sheriff	946,050
Communications	438,474
Jail - Operations	595,045
Jail - Debt Service	253,632
Juvenile Detention	5,000
Jury Commission	1,100
Fire Departments/Emergency Management	403,048
Medical Examiner	3,000
Inspections	177,539
Forestry Services	52,846
Emergency Medical Services	853,930
Natural Resource Conservation Service	47,189
NRCS - Cost Share Program	12,100
Extension Services	158,000
Veterans Services	8,105
Social Services	2,334,162
Albemarle Regional Health Services	51,310
Mental Health	29,406
Schools - Current Expense	2,150,000
Schools - Capital Outlay	209,250
Schools - Debt Service	742,940
Inter County Public Transportation Authority	5,978
Pettigrew Regional Library	155,000
Recreation	270,244
Various Non-Profit Contributions	16,545
Revaluation Reserve	25,000
Mentoring Focus Group/Restitution	51,388
Transportation/Scrap Tires/White Goods	21,500
Emergency Services Building Debt Service	120,580
Aquatic Weed Control	800
Senior Center Renovations	100,000
Education - OJJ Programs	39,372
Newbold-White House (PCRA)	11,000
College of the Albemarle	30,000
Senior Citizens	160,492
Land Use Plan Update	1,000
Animal Shelter Operations	53,000
Economic Development	9,140
County Drainage Study	17,500
Narrow Band Conversion	75,000
TOTAL GENERAL FUND	\$ 12,575,152

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

Section 2: REVENUES - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013:

Ad Valorem Taxes:

Budget Year	\$	7,356,020
Current Year		130,000
Prior Years Summary		45,000
Penalties & Interest		60,000

Other Taxes & Licenses:

Wine & Beer License	\$	450
Local Option Sales Tax – 1%		267,800
Local Option Sales Tax – ½% A		628,300
Local Option Sales Tax – ½% B		247,200

Unrestricted Intergovernmental:

Tax Collections - Municipalities	\$	14,000
ABC Bottle Revenue		2,500
Beer & Wine		45,000
Utility Franchise Distribution		21,000
Medicaid Hold Harmless		500,000

Restricted Intergovernmental:

State Grants:

Social Services	\$	1,548,364
Soil Conservation - Operating		3,600
VA Officer		1,450
Soil Conservation - Technician		17,000
Management Entity Funds		4,600
OJJ		64,160
Federal Hazardous Materials		9,475
Register of Deeds - A.E. & P.F.		6,500
Health Department - T/ST/WG		21,500
School Resource Officer - Board of Education		50,000
Senior Programs		4,938
Federal - Sheriff		20,000
Electronic Recycling Fees		1,000
Drainage Fees		8,300
Emergency Management Grant		34,200
DWI - DMV License Revocation		1,000
Nutrition		8,640
ECBH Collaborative Funds		12,000
Senior Medicare		3,850
Floodplain Mapping - Register of Deeds		5,500
Register of Deeds - Dept. of Cultural Resources		2,600
Register of Deeds - State General Fund		2,500
Voluntary Ag District		2,065

Permits & Fees:

Building Permits	\$	90,000
Register of Deeds		130,000
Recreation Fees		17,000
Ambulance Fees		370,000

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

Sales & Services:

Officer-Sheriff Fees	\$	43,015
Jail Fees		4,500
Rents:		
Farm		4,100
Tower		14,400
Building Leases		60,260
Recreation/Senior Center		7,500
Investment Earnings		11,000
Miscellaneous		17,500
Mentoring Focus Group - Local Funds		6,500
Subdivision Fees		500
Zoning Fees		1,500
Tower Consulting Fees		5,000
Veterans Monument Contributions		250

Transfer from Other Funds:

Water System	\$	100,000
Municipal Dispatch Fees		65,000
Other Revenues:		
Land Transfer Tax Proceeds		400,000
E-911 Funds		11,900

Fund Balance Appropriated

\$ 64,715

TOTAL GENERAL FUND:

\$ 12,575,152

II. WATER DEPARTMENT

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Administration & Operations	\$	1,240,897
Loan Principal		263,716
Loan Interest		69,300
Contribution to General Fund		100,000
Water Fund Reserve		120,037

TOTAL WATER SYSTEM FUND

\$ 1,793,950

Section 2: REVENUES - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Investment Earnings	\$	4,000
Sale of Water		1,650,000
Taps & Connections		50,000
Reconnections		9,000
Penalties & Interest		36,000
Rent: Towers		8,000
Miscellaneous		3,800
Water Improvement Fund		4,000
NCDOT Reimbursement		29,150

TOTAL WATER SYSTEM FUND

\$ 1,793,950

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

III. SOLID WASTE FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Administration & Operations	\$	838,918
Recycling Centers Maintenance		6,000
Solid Waste Refunds		4,000
		4,000
TOTAL SOLID WASTE FUND	\$	848,918
		848,918

Section 2: REVENUES - (Solid Waste Fee: \$120.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Solid Waste Fees	\$	812,000
Investment Earnings		300
Disposal Tax		9,000
		27,618
TOTAL SOLID WASTE FUND	\$	848,918
		848,918

IV. REVALUATION RESERVE FUND

1. **Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Reserve for Revaluation	\$	25,250
		25,250
TOTAL REVALUATION FUND	\$	25,250
		25,250

2. **Section 2: REVENUES** - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Investment Earnings	\$	250
Transfer from General Fund		25,000
		25,000
TOTAL REVALUATION FUND	\$	25,250
		25,250

V. COURT FACILITIES FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Administration & Maintenance	\$	108,674
District Attorney Office Expense		16,576
Fine & Forfeitures		115,000
		115,000
TOTAL COURT FACILITIES	\$	240,250
		240,250

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

Section 2: REVENUES - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Investment Earnings	\$	250
Facility Fees		47,000
Fines & Forfeiture Fees		115,000
Fund Balance Appropriated		78,000
		78,000
TOTAL COURT FACILITIES	\$	240,250
		240,250

VI. ECONOMIC DEVELOPMENT FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Professional Services & Expenses	\$	24,415
Other Expenses		0
		0
TOTAL ECONOMIC DEVELOPMENT	\$	24,415
		24,415

Section 2: REVENUES - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

Transfer from General Fund	\$	9,140
Fund Balance Appropriated		15,200
Investment Earnings		75
		75
TOTAL ECONOMIC DEVELOPMENT	\$	24,415
		24,415

VII. TOURISM DEVELOPMENT FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Promotions, Marketing, Operating Expenses	\$	6,500
Fireworks Contribution		1,500
		1,500
TOTAL TOURISM DEVELOPMENT	\$	8,000
		8,000

Section 2: REVENUES - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

Occupancy Tax	\$	2,100
Fund Balance Appropriated		5,890
Interest		10
		10
TOTAL TOURISM DEVELOPMENT	\$	8,000
		8,000

ATTACHMENT A

**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013**

VIII. USDA RESERVE ACCOUNT

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the USDA Reserve Account for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Reserve - USDA High School Loan	\$ 67,540
TOTAL USDA RESERVE ACCOUNT	\$ 67,540

Section 2: REVENUES - It is estimated that the following revenues will be available in the USDA Reserve Account for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

Transfer from General Fund	\$ 67,540
TOTAL USDA RESERVE ACCOUNT	\$ 67,540

IX. NC HOUSING FINANCE

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the NC Housing Finance Account for the fiscal year beginning July 1, 2012, and ending June 30, 2013.

Administration	\$ 10,065
Temp. Relocate	0
Rehabilitation	127,500
Program Costs	18,000
TOTAL USDA RESERVE ACCOUNT	\$ 155,565

Section 2: REVENUES - It is estimated that the following revenues will be available in the NC Housing Finance Account for the fiscal year beginning July 1, 2012 and ending June 30, 2013.

Single Family Rehab	\$ 155,565
TOTAL USDA RESERVE ACCOUNT	\$ 155,565

X. OTHER PROVISIONS

Section 1: The Budget Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a) The Budget Officer may transfer amounts between objects of expenditures within a department except salary amounts without limitation.
- b) The Budget Officer may not transfer any amount between funds nor from any contingency appropriations within any fund.

Section 2: The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2012-2013.

ATTACHMENT A**PERQUIMANS COUNTY
BUDGET ORDINANCE
FY 2012-2013****XI. TAX LEVY**

Section 1: There is hereby levied a tax at the rate of 44¢ (forty-four) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2013 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.

Section 2: This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,642,807,013 and an estimated collection rate of 96.44%.

This Budget was approved with a vote of six (6) to zero (0) on June 25, 2012 by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote.

Benjamin C. Hobbs, Chairman
Perquimans Co. Board of Commissioners

ATTACHMENT A**FEE SCHEDULE
FY 2012-2013**

There is hereby established, for the fiscal year beginning July 1, 2012, and ending June 30, 2013, the following fees for services as indicated:

Building InspectionsConstruction Fees

Square Foot	\$.25/SF
Minimum Fee	\$50.00
State Fee	\$10.00
In-ground pool (Residential)	\$50.00
In-ground pool (Commercial)	\$125.00
Carports (open all 4 sides)	\$.125/SF
Daycare & ABC	\$75.00
Storage Building 12 x 12 or less	\$25.00

Electrical Fees

Minimum Fee	\$30.00
Square Foot	\$.10/SF
Temporary Service	\$30.00
Service Repair	\$30.00
Service Charge	\$.30/amp
Swimming Pools	\$30.00
Sub panel	\$10.00
Generators	\$10.00
Baseboard Heat (per thermostat)	\$10.00
Photovoltaic/Solar	\$50 per POD

Plumbing Fees

Minimum Fee	\$40.00
Per Fixture	\$5.00
Sprinklers	\$50.00
Per Head	\$5.00

Mechanical Fees

Central Heating/Air Conditioning	\$55.00
Central - Additional Unit	\$55.00
Minimum Fee	\$30.00
Hood System	\$50.00

Insulation Fees

Insulation	\$50.00
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L.P. & Natural Gas Fees

Minimum Fee	\$30.00
Per Gas Outlet	\$5.00

Sign Fees

Free Standing	\$50.00
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Renovation Fees

1/2 New Construction	
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Fire Inspection Fees

Mandatory Fire Code Permits	\$50.00
Group/ Foster Homes	\$50.00

Manufactured Homes

Single Section	\$115.00
Multi Section	\$165.00
Electrical	\$30.00
Mechanical	\$35.00
Plumbing	\$20.00

Modular Homes

All set-up	\$.25/SF
Electrical	\$.30/amp
Plumbing	\$40.00
Mechanical	\$55.00

Administrative, Negligence & Reinspections

Administrative	\$50.00
Negligence	\$50.00
Re-Inspection	\$50.00

Junk Car & Trash Administration

\$75.00

Sheriff Department Fees

Fingerprints	\$5.00/card
Gun Purchase Permits	\$5.00 each
Concealed Handgun Permits	\$90.00

ATTACHMENT A

Concealed Handgun Permit Renewals	\$85.00
Service Fees (civil papers)	\$15.00/service
Out of State Service Fees (civil papers)	\$100.00

EMS Fees

ALS-I Emergency A0427	\$300.00
ALS-II Emergency A0433	\$400.00
ALS-I or II Treatment / No Transport A0999 (<i>including Helo</i>)	\$300.00
ALS-I Non Emergency A0426	\$250.00
BLS-Emergency A0429	\$250.00
BLS-Non Emergency A0428	\$200.00
Transports to Funeral Homes	\$200.00
Drag Strip Standby - 1st 2 hours	\$100.00
Drag Strip Standby - additional hours	\$40.00/hour
Attorney's Fees (patient's records)	\$10.00
Ground Mileage - ALS or BLS	\$8.21/Loaded Mileage

Recreation FeesRental Fees:

Meeting Room	\$40.00/hr (3 hr minimum)
Meeting Room/Kitchen	\$60.00/hr (3 hr minimum)
Gymnasium (1/2 day)	\$250.00
Gymnasium (full day)	\$400.00
Tennis Courts (1/2 day)	\$50.00
Tennis Courts (full day)	\$100.00
Outside Basketball (1/2 day)	\$50.00

Rental Fees Continued:

Outside Basketball (full day)	\$100.00
Field Rental (1/2 day)	\$75.00/field
Field Rental (full day)	\$150.00/field
Lights additional	\$25.00/hour
Field Rental for practices	
Non Rec. teams	\$15.00/hour
with lights	\$25.00/hour

Deposit in addition to any rental fees. All fees are refundable if cancelled at least 72 hrs before scheduled rental day.

Registration Fees

Youth Soccer	\$20.00
Youth Basketball	\$20.00
Volleyball	\$20.00
Softball (9-16)	\$20.00
Babe Ruth (13-15)	\$20.00
Football	\$30.00
Cheerleading	\$20.00
T-Ball (4-6)	\$20.00
Coach Pitch (7-8)	\$20.00
Adult Softball	\$200.00/team
Adult Basketball	\$200.00/team
Open Gym	No charge
Skate Park	No charge

There is a maximum of \$50 per family for each activity.

Register of DeedsAll Instruments (Except Deeds of Trust)

Pages 1-15	\$26.00
Each additional page thereafter	\$4.00
Multi-instrument	\$10.00

Deed of Trust 1st thru 15th Page

Each additional page	\$4.00
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UCC

1 to 2 pages	\$38.00
3 to 10 pages	\$45.00
Over 10 pages (<i>Plus \$2 per page over 10</i>)	
Search per name	\$30.00
<i>Copy per page</i>	\$1.00

Plats

1st page	\$21.00
Each additional page	\$21.00

DOT Highway Maps

1st page	\$21.00
Each additional page thereafter	\$5.00

ATTACHMENT A

Copies

Plat copies \$3.00 each
 Regular copies (per page) \$0.25

Certified copies (instruments & plats)

1st page \$5.00
 Each additional page \$2.00

Notary

Oath \$10.00
 Commission verification \$5.00

Marriage License

Issuance of license \$50.00

Vital Records

Certified copy (birth, death, marriage) \$10.00
 Delayed birth applications \$20.00
 Amendments \$10.00
 Records search from Vital Records \$15.00
 Plus payable to Vital Records \$15.00
 Legitimations \$10.00
 Plus payable to Vital Records \$15.00

Tax Department

Copies \$0.25
 Non-aerial maps \$0.50
 Aerial maps \$1.20

GIS Mapping Price List

Plotter

Size	Black & White	Image Color
8.5 x 11	\$1.00	\$2.00
11 x 17	\$2.00	\$3.00
16 x 20	\$3.00	\$5.00
22 x 34	\$5.00	\$8.00
34 x 46	\$8.00	\$10.00

Size	Black & White	Image Color
8.5 x 11	\$0.50	\$1.25
8.5 x 14	\$0.75	\$1.25
11 x 17	\$1.00	\$1.75

Data Layers

Entire County parcels with aerial images and ownership information \$200.00
(Available on CD & ZIP drive)
 Individual Layers \$50.00 first layer
 \$25.00 each additional layer

Individual Plotter Maps

Township & Municipality Street Maps \$2.00 each/\$14.00 set of 7
 Zoning Maps per Township/Municipality \$5.00 each/\$35.00 set of 7
 Full County Zoning Map \$12.00
 County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White
 Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color

Availability

Requests can be made Monday through Friday from 8 am to 5 pm except holidays. All efforts will be made to provide information within 5 working days

Payment

Payment is required prior to preparation of CD's, extensive copying requests and maps to be sent by mail

Custom Work

A fee of \$25.00 per hour will be charged for requests for maps that we do not have the data layers for. For instance, having to go on the internet to download information.

County Manager

Zoning Ordinance \$30.00
 Subdivision Ordinance \$10.00
 Junk Ordinance \$10.00
 Junkyard Ordinance \$10.00
 Manufactured Home Park Ordinance \$5.00
 Minimum charge for copy of any other Ordinance \$5.00
 Copies \$0.25

ATTACHMENT A

**Water Department
Rate Schedule**

WATER RATES			
\$10 minimum (up to 1000 gallons)			
\$6.00/1000 gallons for usage over 1000 gallons/month			
GALLONS	NEW	GALLONS	NEW
-	\$10.00	11,000	\$70.00
1,000	10.00	12,000	76.00
2,000	16.00	13,000	82.00
3,000	22.00	14,000	88.00
4,000	28.00	15,000	94.00
5,000	34.00	16,000	100.00
6,000	40.00	17,000	106.00
7,000	46.00	18,000	112.00
8,000	52.00	19,000	118.00
9,000	58.00	20,000	124.00
10,000	64.00	Over 20,000	\$6/1000 gal

Tap-on Fees

Size Meter	Cost of Tap
¾"	\$1,500.00
1"	\$2,500.00
2"	\$3,000.00
Late Payment Charge	10% of bill
Renter's Deposit	\$75.00
Reconnection Fee	\$25.00
Water Meter Test Fee	\$100.00

Seasonal Water Conservation Rates

\$8/1000 gallons for usage more than 8000 gallons per month from May 1 through October 31

Water Facility Fee

\$500 per lot for up to and including four lots
\$2,500 per lot for any lots over four

Water Facility Fee must be paid before the Final Subdivision Plat is recorded in the Perquimans County Register of Deeds' Office.

Planning/Zoning

Zoning Permit(Residential/Home Occupation)	\$0.00
Zoning Permit (for Commercial/Industrial)	\$100.00
Certificate of Compliance (after first site visit)	\$100.00
Sign Permit	\$50.00
Certificate of Compliance (after first site visit)	\$50.00
Zoning Map Change (Re-Zoning)	\$450.00
Zoning Text Change	\$500.00
Conditional Use Permit	\$300 + atty. & eng. Fees, i/a
Planned Unit Development	\$600.00 + atty. & eng. Fees, i/a
Conditional Use District	\$300 + atty. & eng. Fees, i/a

Planning/Zoning (Continued)

Appeal or Interpretation	\$300.00
Zoning Variance Request	\$300.00
Variance to Subdivision Regulations	\$100.00
Subdivision Sketch Plat	\$100.00
Minor or Abbreviated Subdivision Plat	\$50.00
Preliminary Plat	\$100 + \$15 per lot
Final Plat	\$100 + \$15 per lot
Wireless Telecommunication Facility	\$500 + cost of consultant* (\$3500 minimum)

**Fees denoted for a given application do not include fees for subsequent applications and stages of review.*

* Additional public notices in the newspaper or re-notification letters to adjacent and nearby property owners required for continued or additional public meetings and/or hearings will be made at the Applicant's expense.

ATTACHMENT A

**PERQUIMANS COUNTY
CAPITAL PROJECTS RESERVE ORDINANCE
LAND TRANSFER TAX
FOR
CAPITAL PROJECTS**

This Capital Projects Ordinance is being authorized to provide a portion of the required funds needed for the School Construction Project and for the other Capital Projects deemed appropriate by the Board of Commissioners.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2012, and ending June 30, 2013

Reserve for Capital Projects	\$ 400,000
TOTAL CAPITAL RESERVE	\$ 400,000

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2012, and ending June 30, 2013.

Land Transfer Tax	\$ 300,000
Investment Earnings	2,500
Fund Balance Appropriated	97,500
TOTAL CAPITAL RESERVE	\$ 400,000

Benjamin C. Hobbs, Chairman
Perquimans Co. Board of Commissioners

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
FOR CONSTRUCTION OF
WATER SYSTEM IMPROVEMENTS
"PHASE III"**

This Capital Projects Ordinance is being authorized for the Water System Improvements.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2012, and ending June 30, 2013

Capital Outlay	\$ 195,483
Professional Services	71,300
TOTAL CAPITAL PROJECTS FUND	\$ 266,783

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2012, and ending June 30, 2013.

Investment Earnings	\$ 1,500
Fund Balance Appropriated	265,283
TOTAL CAPITAL PROJECTS FUND	\$ 266,783

Benjamin C. Hobbs, Chairman
Perquimans Co. Board of Commissioners

ATTACHMENT A

**PERQUIMANS COUNTY
CAPITAL PROJECTS RESERVE ORDINANCE
E-911 RESERVE FUND
FOR
CAPITAL PROJECTS**

This Capital Reserve Ordinance is being authorized for the accumulation of revenues derived under the Perquimans County Telephone Surcharge as approved by the Perquimans County Board of Commissioners. This Reserve Fund will provide revenues necessary for Capital Improvements for the purchase of E-911 Equipment for the Central Dispatch Services.

The following appropriations are made with revenues, as listed, being available for this reserve fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Reserve Ordinance beginning July 1, 2012, and ending June 30, 2013.

Operations	\$ 123,100
Transfer to General Fund	0
Transfer to County Construction Fund	0
Capital Equipment	9,000
TOTAL CAPITAL RESERVE	\$ 132,100

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2012, and ending June 30, 2013.

Investment Earnings	\$ 700
Emergency 911 Fee	124,377
State Grants	0
Fund Balance Appropriated	7,023
TOTAL CAPITAL RESERVE	\$ 132,100

Benjamin C. Hobbs, Chairman
Perquimans Co. Board of Commissioners

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
FOR
OCCUPANCY TAX FUND**

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2012, and ending June 30, 2013.

Promotions, Marketing, Operating Expenses	\$ 6,500
Fireworks Contribution	1,500
TOTAL CAPITAL PROJECTS FUND	\$ 8,000

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2012 and ending June 30, 2013.

Occupancy Tax	\$ 2,100
Fund Balance Appropriated	5,890
Interest	10
TOTAL CAPITAL RESERVE	\$ 8,000

Benjamin C. Hobbs, Chairman
Perquimans Co. Board of Commissioners