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REGULAR MEETING

February 1, 2021

7:00 p.m.

**Special Notice for tonight's meeting:** The Perquimans County Board of Commissioners' **REGULAR MEETING** will be held on Monday, February 1, 2021, at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944. Because this is considered an essential meeting, the public will be able to attend but social distancing will be required. In addition, public comments will be made in person or in writing, which need to be provided to the Clerk to the Board prior to 5:00 p.m. on Monday, February 1, 2021. You may deliver them to her via fax [(252) 426-4034] or e-mail at [mhunnicutt@perquimanscountync.gov](mailto:mhunnicutt@perquimanscountync.gov). 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 regular meeting on Monday, February 1, 2021 at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944. The meeting was moved from Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace E. Nelson, Chairman  
Joseph W. Hoffler  
Alan Lennon  
Fondella A. Leigh, Vice Chair  
T. Kyle Jones

MEMBERS ABSENT: Charles Woodard

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

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 stated that a copy of the Agenda was at their seats tonight. Joseph W. Hoffler made a motion to approve the Agenda, as amended. The motion was seconded by Alan Lennon and unanimously approved by the Board.

CONSENT AGENDA

Chairman Nelson asked if there were any items that the Board wished to remove from the Consent Agenda to discuss. There being none, the following items were considered to be routine and were unanimously approved on motion made Joseph W. Hoffler, seconded by Alan Lennon.

- Approval of Minutes:** Approval of Minutes: January 4, 2021 Regular Meeting and January 19, 2021 Special Called Meeting & Work Session (*cancelled*)

- Tax Refund Approval:**

J.L. Winslow & Sons, Inc.-----\$303.38  
Situs error. Not located in Hertford. Account No. 58607978

- Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Anna Johnson	Full-Time Certified Telecommunicator	Resignation			01/30/2021
Anna Johnson	PT/FI Certified Telecommunicator	Appointment	62/3	\$15.16/hr.	02/01/2021
NaKindra Downing	Full-Time Non-Certified Telecommunicator	Promotion	60/1	\$27,499	03/01/2021
Katelyn Moody	PT/FI Non-Certified Telecommunicator	Declined Job Offer			10/01/2020

- Budget Amendments:**

BUDGET AMENDMENT NO. 23  
GENERAL FUND

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-360-002	Emergency Management - Donations	5,000	
10-530-342	Emergency Management - Donations	5,000	
<b>EXPLANATION:</b> To amend FY 20/21 budget to include a donation from Piedmont in the amount of \$5,000 to be used for Safety Training & Equipment for EM.			

- Board Appointment:** The following Board appointment was unanimously approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
Heath, Frank W.	Senior Citizens Advisory Board	Appointment	2 yrs.	02/01/2021

PRESENTATION OF FY 2019-2020 AUDIT

Chairman Nelson recognized Donna Winborne, Auditor. Ms. Winborne distributed hard copies of the Audit and explained that they were able to keep their copies this year. She reviewed the audit and asked if there were any questions. She also thanked Frank Heath, County Manager, Tracy Mathews, Finance Officer, and County Staff for their assistance in preparing the audit. There being no further questions or comments, Chairman Nelson asked for a motion to accept the FY 2019-2020 Audit as presented. On motion made by T. Kyle Jones, seconded by Alan Lennon, the FY 2019-2020 Audit was unanimously approved as presented.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There were no commissioner concerns/committee reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- ZLS Tax Foreclosure Contract:** Mr. Heath reported that he had received their draft contract which he forwarded to County Attorney High for review. Mr. High has approved the contract and is recommending approval from the Board. County Attorney High made a few comments about their fee schedule and stated that they had a good track record in the surrounding area. T. Kyle Jones made a motion to approve the contract with ZLS. Alan Lennon seconded the motion. Chairman Nelson asked if there were any comments or questions. The following questions were asked:

- **Commissioner Lennon:** Mr. Lennon asked what the increase in revenues would be for the county in one year. Mr. Heath stated that he did not know but hoped to have 30-40 properties collected within that one year.
- **Commissioner Hoffer:** Mr. Hoffer asked how the process worked. Mr. Heath explained the step by step process for Mr. Hoffer.

There being no further comments or questions, Chairman Nelson called for a vote. The motion was unanimously approved by the Board.

- **NCACC Legislative Goals:** Mr. Heath reported that NCACC had held their Legislative Goals Conference and presented the following top five Legislative Goals for 2020-2021:
  - Seek legislation, funding, and other efforts to expand digital infrastructure/broadband capability to the unserved and under-served areas and residents of the state.
  - Seek additional revenue sources, including a statewide bond referendum and expanded lottery proceeds, and changes to the Needs-Based Public School Capital Fund, to equitably address statewide public school and community college capital challenges. Revisions to the Needs-Based Public School Capital Fund that will allow more equitable access to counties to take advantage of the funds include:
    - ✓ Allowing Needs-Based Public School Capital Funds to be used for renovations and improvements in addition to new construction.
    - ✓ Reducing or eliminating local match requirements for Tier 1 and Tier 2 counties.
    - ✓ Eliminate the five-year prohibition of receiving funds from the Public School Building Capital Fund if a county receives a grant from the Needs-Based Public School Capital Fund by repealing G.S. 115C-546.2(f).
  - Support legislation to allow counties to include specific language on the ballot referendum designating how the proposed quarter-cent local sales tax levy will be spent.
  - Increase state funding and support legislation for behavioral health services and facilities, including dedicated resources for community paramedicine projects; inpatient crisis beds; substance use disorders; specialty courts; individuals with mental health issues in county jails; and single stream funding for area authorities.
  - Oppose efforts to divert to the state, fees or taxes currently allocated to the counties or to erode existing county revenue streams with unfunded mandates.
- **COVID-19 Vaccination Clinics:** County Manager Heath reported that the COVID-19 vaccination clinics were going well. Code Red calls have been going out to notify the residents. He thanked all the volunteers that have been working the clinics, especially the CERT Teams. They have been noticing that a number of Virginia residents have been coming to the Perquimans County vaccination clinics. The Health Department is encouraging them not to come but, if they chose to come, wait until the end of the day. They want to make sure that we serve the Perquimans County and other North Carolina counties first.
- **COVID-19 Update:** Currently, Perquimans County has 43 active COVID cases with a total number of 773 cases of which 724 are recovery cases. Sadly, we have had six deaths. Chairman Nelson asked Jonathan Nixon, Emergency Services Director, if he had any updates and asked him who the residents were to call to schedule an appointment for vaccinations. Mr. Nixon said that he did not have any other updates other than what Mr. Heath reported and said that the residents should contact the Health Department about scheduling appointments. Mr. Nelson thanked Julie Solesbee, Public Information Officer, Jonathan Nixon, and all the EMS and Emergency Management Staff for their hard work during these vaccination clinics.

**COMMISSIONER BOARD APPOINTMENTS**

Chairman Nelson reported that Mary Hunnicutt, Clerk to the Board, had provided the following copy of the Commissioner’s Board Appointment list in their Agenda Packets last month and this month:

Name	Board/Committee	Term	Appt.	Expire
<b>JOSEPH HOFFLER</b>				
Hoffler, Joseph	Albemarle Regional Landfill Authority	4 yrs.	2/1/2017	1/31/2021
Hoffler, Joseph	Communications Advisory Board - County	2 yrs.	2/1/2019	1/31/2021
Hoffler, Joseph	Court Security Committee	unlimited	2/1/2017	unlimited
Hoffler, Joseph	Historic Hertford, Inc.	3 yrs.	7/1/2017	6/31/2020
Hoffler, Joseph	Home & Community Care Block Grant	unlimited	12/3/2012	unlimited
Hoffler, Joseph	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2017	indefinite
<b>KYLE JONES</b>				
Jones, Kyle	Albemarle District Jail Commission	2 yrs.	2/1/2019	1/31/2021
Jones, Kyle	Court Security Committee	unlimited	1/5/2015	unlimited
Jones, Kyle	Inter-Agency Council - Commissioner	1 yr.	7/1/2020	6/30/2021
Jones, Kyle	RPO Transportation Advisory Committee	2 yrs.	2/1/2019	1/31/2021
Jones, Kyle	Water Committee	unlimited	2/1/2019	unlimited
<b>FONDELLA LEIGH</b>				
Leigh, Fondella	Albemarle Commission	unlimited	1/1/2015	unlimited
Leigh, Fondella	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Leigh, Fondella	Housing Committee Chairman	unlimited	1/5/2015	unlimited
Leigh, Fondella	Recreation Advisory Committee - Commissioner	3 yrs.	7/1/2020	6/30/2023
Leigh, Fondella	Senior Citizens Advisory Board	2 yrs.	2/1/2019	1/31/2021
Leigh, Fondella	Water Committee	unlimited	1/5/2015	unlimited
Leigh, Fondella	Northeastern Workforce Development Consortium	unlimited	2/1/2015	unlimited
<b>ALAN LENNON</b>				
Lennon, Alan	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Lennon, Alan	Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2019	indefinite
Lennon, Alan	Water Committee	unlimited	2/1/2019	unlimited
Lennon, Alan (Chairman)	Tourism Development Authority (Commissioners)	2 yrs.	4/1/2020	3/31/2022
<b>WALLACE NELSON</b>				
Nelson, Wallace	Albemarle Commission ( <i>alternate</i> )	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.	1/1/2021	12/31/2021
Nelson, Wallace	COA - Board of Trustees	4 yrs.	7/1/2017	6/30/2021
Nelson, Wallace	Economic Development Commission - County	2 yrs.	2/1/2019	1/31/2021
Nelson, Wallace	EMS Advisory Board	2 yrs.	2/1/2019	1/31/2021
Nelson, Wallace	Trillium Northern Region Advisory Board	unlimited	5/4/2015	unlimited
<b>CHARLES WOODARD</b>				
Woodard, Charles	Agricultural Advisory Board - Commissioner	3 yrs.	2/1/2018	1/31/2021
Woodard, Charles	Chamber of Commerce Board	unlimited	2/7/2011	unlimited
Woodard, Charles	Social Services Board ( <i>as long as Commissioner</i> )	3 yrs.	7/1/2019	6/30/2022
Woodard, Charles	Tourism Development Authority (Commissioners)	2 yrs.	2/1/2019	1/31/2021
Woodard, Charles	Tri-County Shelter Advisory Committee Board	unlimited	2/1/2013	unlimited

Chairman Nelson asked if any of the Board members wanted to make a change. Chairman Nelson mentioned that, if anyone was interested in serving on the Trillium Northern Regional Advisory Board, he would like to talk to them because he is having difficult time connecting with that Board. It was the consensus of the Board to leave the Commissioner Board appointments as is.

**RESOLUTIONS**

Chairman Nelson asked County Manager Heath to present the following Resolutions for action. Mr. Heath explained the following:

1. **Resolution Requesting the NC General Assembly to Amend the Current Tier Designation System in NC Under G.S. §143G437.08:** Mr. Heath explained that, last month, he asked the Board if they would consider adopting a resolution similar to the ones that Mary Hunnicutt had distributed from other counties. After receiving the approval of the Board to move forward with this resolution, Mr. Heath presented the resolution requesting that the General Assembly amend the current tier designation system in order to reflect a more accurate county economic status for Board review and action.
2. **Resolution in Memory of Former Marc Basnight:** At last month’s meeting, Chairman Nelson asked if the Board would be interested in adopting a resolution in memory of Marc Basnight who recently passed away. After receiving the approval of the Board to move forward with this resolution, Mr. Heath presented the resolution for Board review and action.

Chairman Nelson asked the Board for a motion for these resolutions. On motion made by Alan Lennon, seconded by Fondella A. Leigh, the Board unanimously adopted the following two resolutions:

**RESOLUTION REQUESTING THE NORTH CAROLINA GENERAL ASSEMBLY TO AMEND THE CURRENT TIER DESIGNATION SYSTEM IN NORTH CAROLINA UNDER G.S. § 143B-437.08**

**WHEREAS**, the North Carolina Department of Commerce recently released county tier designations for 2021; and  
**WHEREAS**, the tier designations for 22 counties were changed with Perquimans County moving to a less distressed tier ranking; and  
**WHEREAS**, tier designations determine eligibility and guidelines for several different grant programs that N.C. Commerce administers including the One North Carolina Fund, building reuse, water and sewer infrastructure, and the downtown revitalization Main Street program and they play a role in the state’s performance-based Job Development Investment Grant (JDIG) program, serving as a mechanism to channel funds for infrastructure improvements into more economically distressed areas of the state as well as several programs that assist in economic development.  
**WHEREAS**, changing Perquimans County’s tier designation reduces Perquimans County’s eligibility for many grant programs; and  
**WHEREAS**, Perquimans County is of the firm opinion and belief that some of the areas within geographical boundaries of counties are more economically distressed than is reflected by the new tier designation; and  
**WHEREAS**, Perquimans County is also of the firm opinion and belief that there should be alternative ways of designating county tiers that would take into account the needs of rural counties to create a more equitable system for distressed citizens.  
**NOW THEREFORE**, the Board of Commissioners of Perquimans County request the North Carolina General Assembly to change the methodology prescribed by the North Carolina General Assembly in General Statute §143B-437.08 so that it more accurately reflects each county’s economic status.

Adopted this 1<sup>st</sup> day of February, 2021.

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Wallace E. Nelson, Chairman  
Perquimans County Board of Commissioners

**ATTEST:**

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Clerk to the Board

**SEAL**

**RESOLUTION IN MEMORY OF FORMER SENATOR MARC BASNIGHT**

**WHEREAS**, the Board of Commissioners for the County of Perquimans and citizens were saddened by the death of Marc Basnight, former member of North Carolina State Senate; and  
**WHEREAS**, Mr. Basnight served the 1<sup>st</sup> district from 1984 through his resignation just before the start of his 14<sup>th</sup> term in 2011; and  
**WHEREAS**, Mr. Basnight served as the President Pro Tempore of the North Carolina Senate from 1993 to 2011; and  
**WHEREAS**, during the 14 terms that Mr. Basnight served the 1<sup>st</sup> district, he worked closely with the rural communities to make sure that they received their fair share of state resources, whether it was for water-sewer bonds, transportation funding, public school funds for small counties, or economic-development incentives; and  
**WHEREAS**, the Perquimans County Board of Commissioners were saddened to hear of his passing on December 28, 2020; and  
**WHEREAS**, the citizens of Perquimans County reaps the benefits of his capable leadership and selfless contributions to Perquimans County and to the State of North Carolina for many years to come;  
**NOW, THEREFORE, BE IT RESOLVED** that the Board of Commissioners for the County of Perquimans do hereby express its sympathy to the members of his family and its gratitude for all that he did for the rural communities of 1<sup>st</sup> District of North Carolina.  
**ADOPTED** the 1<sup>st</sup> day of February, 2021.

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Wallace E. Nelson, Chairman  
Perquimans County Board of Commissioners

Attest:

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Clerk to the Board

**SEAL**

**PUBLIC COMMENTS**

The following public comment was made:

- **Tim Brinn:** Mr. Brinn thanked the Board for contracting with ZLS to handle Tax Foreclosures and talked about code enforcement issues on properties.

**ADJOURNMENT**

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:35 p.m. on motion made by Joseph W. Hoffler, seconded by Fondella A. Leigh.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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