
REGULAR MEETING

April 4, 2022

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, April 4, 2022, at 7:00 p.m. in the Meeting Room of the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944.

MEMBERS PRESENT: Wallace E. Nelson, Chairman
Joseph W. Hoffer
Charles Woodard
Fondella A. Leigh, Vice Chair
T. Kyle Jones

MEMBERS ABSENT: None

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

Chairman Nelson called the meeting to order. Commissioner Woodard gave the invocation and Chairman Nelson led the Pledge of Allegiance.

AGENDA

Chairman Nelson stated that a copy of the Agenda was at their seats tonight. Joseph W. Hoffer made a motion to approve the Agenda as presented. The motion was seconded by Charles Woodard 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 by Charles Woodard, seconded by Joseph W. Hoffer.

- Approval of Minutes:** March 7, 2022 Regular Meeting, March 21 Special Called Meeting, and March 21 Work Session (cancelled) were approved.

- Tax Refund Approval:**

Matthew Kenneth Price----- \$119.83
Sold vehicle; 11-month refund. Account #63550116.

Tax Release Approvals:

New Beginnings Church----- \$3,084.09
Church should have been exempt property. Account #265573 (Year 2021)

New Beginnings Church----- \$3,241.67
Church should have been exempt property. Account #265573 (Year 2020)

- Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Kristin Lassiter	Income Maintenance Supervisor II	Promotion	67/3	\$40,864	04/01/2022
Rebecca Corprew	Administrative Officer I	Promotion	67/10	\$48,488	04/01/2022
Jovan Ward	Income Maintenance Caseworker III (Lead Worker)	Promotion	65/5	\$39,293	04/01/2022
Fantasia Corprew	Certified Telecommunicator	FMLA Request	6-8 weeks		04/13/2022
Alexander Zobel	Part-Time/Fill-In Paramedic	Remove from Roster			03/14/2022
Sharon Twine-Goodwin	Administrative Assistant – Sheriff’s Office	Resignation			04/14/2022

- Step Increases:**

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Caitlyn Gardner	IMC II	63/3	\$34,266	04/01/2022
Elena Radcliff-Howell	Processing Assistant V	61/2	\$30,633	04/01/2022
Cody Chappell	Paramedic	68/3	\$20.53/hr.	04/01/2022
Jessica Houdek	Paramedic	68/2	\$20.04/hr.	04/01/2022

- Budget Amendments:**

**BUDGET AMENDMENT NO. 31
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants – Social Services	5,000	
10-610-202	DSS – Low Income Water Assistance	5,000	
EXPLANATION: To amend FY 21/22 budget to include additional funding for LIHWAP as awarded by the State.			

**BUDGET AMENDMENT NO. 32
COUNTY CONSTRUCTION FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-348-007	SCIF Basin Grant	4,000,000	
50-000-725	SCIF Basin Grant	4,000,000	
EXPLANATION: To amend FY 21/22 budget to include a SCIF Grant as awarded for the Basin Project.NCDPS.			

- Board Reappointments/Resignations/Appointment/Update:** The following board reappointments/resignations/appointment/update were approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
Pfennig, Deborah	Community Advisory Committee	Reappointment	3 yrs.	04/01/2022
White, Anne	Community Advisory Committee	Reappointment	3 yrs.	04/01/2022
Corprew, Mary	Community Advisory Committee	Resignation		10/14/2021
Updates on Vacancies	Community Advisory Committee	Update		
Yates, Fred	Tourism Development Authority (Winfall appointee)	Resignation	2 yrs.	04/01/2022
White, Preston	Tourism Development Authority (Winfall appointee)	Appointment	1 yr.	04/01/2022
Harrell, Darlene	Senior Tarheel Regional Legislature & Advisory Board	Reappointment	1 yr.	04/01/2022

- Miscellaneous Documents:** The following miscellaneous documents were unanimously approved by the Board:

- a. **Proclamation – Older Americans Month 2022:** The following Proclamation was approved to proclaim May 2022 as Older Americans Month 2022:



**Older Americans Month 2022
A Proclamation**

Whereas, Perquimans County includes a growing number of older Americans who contribute their strength, wisdom, and experience to our community; and

Whereas, communities benefit when people of all ages, abilities, and backgrounds are welcomed, included, and supported; and

Whereas, Perquimans County recognizes our need to create a community that provides the services and supports older Americans need to thrive and live independently for as long as possible; and

Whereas, Perquimans County can work to build an even better community for our older residents by:

- Planning programs that encourage independence.
- Ensuring activities are responsive to individual needs and preferences.
- Increasing access to services that support aging in place.

Now, therefore, we of Perquimans County do hereby proclaim May 2022 to be Older Americans Month. We urge every resident to recognize the contributions of our older citizens, help to create an inclusive society, and join efforts to support older Americans' choices about how they age in their communities.

ADOPTED the 4th day of April, 2022.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTESTED:

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

SEAL

- b. **Contract – GASB 73 Reporting for Special Separation Allowance:** The following contract with Cavanaugh Macdonald Consulting, LLC was approved to complete the GASB 73 Report for 2022:

Memorandum

To: Finance Directors and Human Resource Directors
From: Joseph Walls & Todd Green
Date: March 10, 2022
Subject: **GASB 73 Reporting for Special Separation Allowance**

Cavanaugh Macdonald Consulting, LLC (CMC) is offering local governments the chance to have actuarial studies performed for the Special Separation Allowance for Law Enforcement Officers. The separation allowance is a locally administered benefit provided to certain law enforcement officers upon their departure from service.

CMC is a premier actuarial consulting firm founded solely for the purpose of providing actuarial services to state and local governments. CMC also performs the actuarial valuation for Other Postemployment Benefits (OPEB) in accordance with GASB 74 and 75. A separate data request is issued for OPEB valuations.

GASB Statement No. 73 establishes accounting and financial reporting requirements for pensions that are not within the scope of GASB 68. GASB 68 relates to pension plans that are administered through qualified trusts. **For most units, GASB 73 will apply to the Law Enforcement Officers' Special Separation Allowance (LEOSSA).** *If you currently administer the Special Separation Allowance for Law Enforcement Officers through a qualified trust, please contact Joseph Walls at CMC for the data request related to the preparation of the actuarial valuation report required under GASB Statement 68.*

The reporting date for GASB 73 will be June 30, 2022. The valuation date will be December 31, 2020 and the measurement date will be December 31, 2021. For measurement of the Total Pension Liability and Pension Expense, the December 31, 2020 accrued liability will be rolled forward to the measurement date of December 31, 2021 using standard roll-forward procedures. If alternative valuation or measurement dates are requested for GASB 73 reporting, additional fees will apply.

If your local government participated in the actuarial study in 2021, the retired participant data provided last year will be used for the Fiscal Year 2022 report. The active participant data is provided by the Local Government Employees Retirement System (LGERS). In addition, we are requesting information that will be necessary for Fiscal Year 2023 reporting. Additional information is provided on the following pages.

NOTE: You must complete the attached forms in order to participate, even if you participated in previous years. The cost to your local unit of government and the procedures you must follow are outlined below:

- 1) The base fee for all Units will be **\$550** per local unit, **plus \$3.95 per covered employee and retiree**. If your local government offers the Separation Allowance benefit to any other employee groups (General Employees, Firefighters, etc.), a base fee of \$550 will apply to each additional employee group, plus \$3.95 per additional covered employee and retiree.
- 2) Units must return the 2022 Memorandum of Participation to Cavanaugh Macdonald Consulting, LLC indicating their desire to participate and the Data Collection Sheet **no later than May 15, 2022** to receive the pricing above. If the forms are received after May 15th, the reports will be completed as soon as possible following receipt of the required information. Additional fees may apply if the information is not received by the deadline.
- 3) Units are to receive copies of their actuarial reports by **July 31, 2022** provided the required information is received by the deadline above. Units will be billed directly by Cavanaugh Macdonald Consulting, LLC. **DO NOT PAY CAVANAUGH MACDONALD CONSULTING, LLC IN ADVANCE.**
- 4) Units may negotiate other services with Cavanaugh Macdonald Consulting, LLC outside the scope of the agreement. The hourly rates for consulting services range from \$140 to \$420.
- 5) Additional fees may apply if corrected data collection items are provided after the report is issued and/or time is accrued answering auditor questions.

Note: Unless Cavanaugh Macdonald Consulting, LLC has questions, you may not hear from them until you get your copy of the actuarial report.

The main contact persons with Cavanaugh Macdonald Consulting, LLC are Joseph Walls and Todd Green (NCSSALEO@CavMacConsulting.com). If you have any questions, please contact Joseph at (678) 388-1704 or Todd at (678) 388-1705.

Cavanaugh Macdonald Consulting, LLC
 3550 Busbee Parkway, Suite 250, Kennesaw, GA 30144
 NCSSALEO@CavMacConsulting.com

S:\2022\North Carolina LEO Local\2022 Data Requests\2022 Non League GASB 73 Separation Allowance Forms.docx



2022 MEMORANDUM OF PARTICIPATION FOR SEPARATION ALLOWANCE BENEFIT

UNIT: Perquimans County
MAILING ADDRESS: P.O. Box 45
CITY: ZIP CODE: Hertford 27944
NAME: Frank Heath
TITLE: County Manager
PHONE #: (252) 426-8484
EMAIL ADDRESS: frankheath@perquimanscountync.gov

On behalf of the unit government noted above, we agree to engage Cavanaugh Macdonald Consulting, LLC to prepare the disclosures required under GASB Statement No. 73 for the Special Separation Allowance for Law Enforcement Officers.

I have read the terms listed on the cover memorandum that outlines conditions and fees of the contract related to reporting requirements under GASB Statement No. 73. Should my unit of government determine at any point that we do not want to continue our participation in the Actuarial Study Program, we will notify Cavanaugh Macdonald Consulting by letter of our desire to cancel. In order to complete the report in time for Fiscal Year 2022 reporting, CMC will need to receive all requested information no later than May 15th, 2022.

I understand that we will be billed directly by Cavanaugh Macdonald Consulting, LLC and copies of the actuarial report will be emailed to our office by Cavanaugh Macdonald Consulting by July 31, 2022. DO NOT PAY CAVANAUGH MACDONALD CONSULTING, LLC IN ADVANCE.

By signing this document I have accepted the terms and conditions outlined in the cover memorandum and agree to pay Cavanaugh Macdonald Consulting upon the completion of all work.

Signed this 4th day of April, 2022.

(SIGNATURE)
Chairman, Perquimans County Board of Commissioners
(TITLE)

Cavanaugh Macdonald Consulting, LLC
3550 Busbee Parkway, Suite 250, Kennesaw, GA 30144
NCSSALEO@CavMacConsulting.com



DATA COLLECTIONS SHEET FOR SEPARATION ALLOWANCE BENEFIT FOR FISCAL YEAR ENDING JUNE 30, 2022 (Article 12D of Chapter 143 N.C. General Statutes)

This form should be completed and returned by May 15, 2022.

UNIT: Perquimans County

UNIT'S RETIREMENT SYSTEM (LGERS) I.D. NUMBER (if available):

1) The active participant data as of December 31, 2020 has been provided by the North Carolina Local Government Employees' Retirement System for use in the actuarial study. Typically, the Separation Allowance benefit is provided only to law enforcement officers (LEO). Please check the box(es) below if any of the following employee groups have been extended this benefit at the option of the local government. If only LEO are offered the separation allowance benefit, please skip to #2.

- Firefighters
General Employees

2) Please provide the total gross separation allowance payments made to all retired members for Calendar Year 2021 (January 1, 2021 to December 31, 2021): \$

3) Please provide the administrative expenses* for Calendar Year 2021 (January 1, 2021 to December 31, 2021):

*Costs incurred by the employer related to the administration of the separation allowance benefit (e.g. actuarial report fees, costs to process separation allowance payments, costs to send annual tax statements, staff time to assist employees in projecting retirement amount, staff time in preparing the data needed for the actuarial report, etc.). If no amount is provided, \$0 administrative expenses will be assumed for GASB 73 purposes.

If you have questions about the form, please contact Joseph Walls or Todd Green (NCSSALEO@CavMacConsulting.com) at Cavanaugh Macdonald Consulting at (678) 388-1704 or (678) 388-1705.

Cavanaugh Macdonald Consulting, LLC
3550 Busbee Parkway, Suite 250, Kennesaw, GA 30144
NCSSALEO@CavMacConsulting.com

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**SUPPLEMENTAL DATA COLLECTIONS SHEET
FOR FISCAL YEAR ENDING JUNE 30, 2023**

In preparation for the GASB 73 reporting required for Fiscal Year ending June 30, 2023, please provide a Microsoft Excel file of any retired employees receiving a separation allowance as of December 31, 2021. The file should contain the following information and can be emailed to NCSSALEO@CavMacConsulting.com. Please include the name of the local government in the email. We are enclosing a template to use for providing the retiree information.

- Name
- Separation Allowance Payment Amount **PER PAY PERIOD** as of **December 31, 2021**
- Pay Period: Bi-weekly, monthly, semimonthly, weekly, etc.
- Date of Birth (MM/DD/YYYY)
- Gender (Male/Female)
- Date of Retirement (MM/DD/YYYY)

This information will be used for the Fiscal Year 2023 reporting period. We are requesting this information since it may be easier for your unit to provide the retiree information as of December 31, 2021 now instead of producing the information in 2023.

c. **Resolutions – Board of Elections:** The following resolutions were presented to the Board for information only from the Board of Elections:



Perquimans County Board of Elections
601 A South Edenton Road Street
PO Box 336
Hertford, N.C. 27944
Phone: 252.426.5598 Fax: 252.426.5068

Perquimans County Board of Elections Resolution #2022-02


WHEREAS, the Perquimans County Board of Elections (BOE) is responsible for ensuring all absentee ballots are counted;

BE IT RESOLVED that the Perquimans County Board of Elections shall meet on Tuesday, May 17, 2022, Election Day at 2:00 p.m. at **601 South Edenton Road Street, Hertford** to count absentee ballots received by the county board of elections pursuant to G.S. 163-232(b)(1).

BE IT ALSO RESOLVED that the Perquimans County Board of Elections shall meet on Monday, May 16, 2022 at 5:30 p.m. at **601 South Edenton Road Street, Hertford** if additional absentee ballots are received by the county board of elections pursuant to G.S. 163-232(b)(2).

Approved: March 8, 2022

Vera R. Murrell, Board Chair
Edna Ties Burch, Secretary
Victoria Butler, Member
Betty S. Miller, Member
Shirley Ashworth, Member



Perquimans County Board of Elections
601 A South Edenton Road Street
PO Box 336
Hertford, N.C. 27944
Phone: 252.426.5598 Fax: 252.426.5068

Perquimans County Board of Elections Resolution #2022-01

WHEREAS, the Perquimans County Board of Elections (BOE) is responsible through G.S. 163-129(a), to provide a suitable structure in each precinct in which registration and voting may be conducted;

BE IT RESOLVED that the Perquimans County Board of Elections shall move the voting place in West Hertford Precinct to the Conference Room in the rear of the Department of Social Services;

BE IT ALSO RESOLVED that this move shall take place beginning with the Primary election of 2022.

Approved: February 1, 2022

Vera Murrell, Board Chair
Edna Ties Burch, Secretary
Victoria Butler, Member
Betty S. Miller, Member
Shirley Ashworth, Member

PRESENTATION & INTRODUCTION OF NEW EMPLOYEES

1. The following presentation was made to the Perquimans County Telecommunicators:

- **Jonathan Nixon, Emergency Services Director:** Mr. Nixon informed the Board that the week of April 10-16, 2022 is National Public Safety Telecommunications Week. He introduced some of his Telecommunicators who were present for the meeting. The Board publically thanked them for their service and notified them that, because they worked to assist Gates County 911 for two months, the County would like to reward them and give them a stipend in their April payroll checks. The stipend will be as follows:

	STIPEND REQUEST
Full-Time TC's, 911 Supervisors, & Grants Manager	\$500.00
Perm. Part-Time TC's	\$250.00
Part-Time TC's	\$200.00

2. The following employees were introduced to the Board:

- **Susan Chaney:** Ms. Chaney, Social Services Director, introduced Denise W. Stallings, Public Information Assistant IV (appointed 2/1/2022), and Christina Turner, IMC I Working Against IMC II (appointed 3/1/2022). Each new employee made a few comments and the Board welcomed them to Perquimans County.

JARED HARRELL, EXECUTIVE DIRECTOR OF NC COOPERATIVE EXTENSION PERQUIMANS COUNTY OFFICE

County Manager Heath explained that Mr. Harrell had just been appointed Executive Director for the Perquimans County Office of the NC Cooperative Extension Office. He is replacing Jewel Winslow who retired in August, 2021. He then introduced Mr. Harrell who updated the Board on the events in the Extension Office and explained that the first item on his agenda is to hire a new 4-H Agent to replace Meredith Wood who resigned in July, 2021. They are advertising for the position and hopes to have a replacement soon. He concluded his remarks by stating that he is looking forward to working with the Commissioners and the residents of Perquimans County and understands that he has big shoes to fill following Lewis Smith and Jewel Winslow. The Board congratulated him on his promotion.

SHELBY WHITE, SHERIFF

Mr. White updated the Board on things happening in the Sheriff's Office. He explained that they had received all the body cams for his officers on March 14, 2022. The old Commissioners' Room has been made into their new offices and he invited the Commissioners to come and see the transformation. He further explained that this helps to make the Annex Building more secure in the hallways. In addition, they have an evidence room now which they really needed when the Hertford Police Department moved to the Sheriff's Office. They are also holding a raffle to raise money for the shooting range. He explained

that they will need to replace some equipment and some of their vehicles this next fiscal year. Currently, they are handling about 1,000 to 1,200 calls per month. Before moving the Hertford Police Department to the Sheriff's Office, they were handling about 750 to 800 calls per month. County Manager Heath asked Mr. White how are they storing the evidence that they received from the Town of Hertford. Mr. White said that they are storing it electronically in the cloud. There being no further questions or comments, the Board thanked Mr. White for his work in the Sheriff's Office.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There were no commissioners' concerns or committee reports.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Joint Work Session with Board of Education:** Mr. Heath reminded the Board that there will be a Joint Work Session on April 18, 2022 at the Perquimans County Board of Education Central Office at 6:30 p.m. The purpose of this meeting is to discuss the FY 2022-2023 Budget.
- **Basin Construction:** Mr. Heath explained that they are holding a Pre-Bid Conference on April 14, 2022 for the Basin Construction Project. The Board is welcome to come.

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 item on GovDeals. The highest bid on the item is as follows:

BUYER	ITEM	DATE SURPLUSED	START BID	SOLD AMOUNT
Paul Calantropo	1982 Boston Whaler 25' Board Vessel #M825	9/7/2021	\$10,000	\$24,200
Received no Bids	Siemon 1066 Telephone Punch Panel	3/7/2022	\$25	

With regard to the Siemon 1066 Telephone Punch Panel, GovDeals received no bids so Mr. Heath recommends that we declare it to be functionally outdated and authorize him to dispose of it. On motion made by Fondella A. Leigh, seconded by Charles Woodard, the Board unanimously approved the sale of the 1982 Boston Whaler, the disposing of the Siemon 1066 Telephone Punch Panel, and the following Budget Amendment No. 33:

**BUDGET AMENDMENT NO. 33
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	State Grants – Emergency Management	24,200	
10-530-333	EM – Performance Grant	24,200	
EXPLANATION: To amend FY 21/22 budget to include additional EMPG funds from the sale of the boat on GovDeals as discussed and approved at the October 4, 2021 meeting.			

MONUMENT TO THE CONFEDERATE DEAD

Chairman Nelson reviewed the process that the Board did to come up with the following three recommendations:

1. Moving union monument to courthouse lawn – the owners declined the offer.
2. Prepare language that would explain the monument – they have the recommendations and cost estimates tonight for Board action.
3. Move the Monument to the Confederate Dead off the courthouse lawn – not an option.

County Manager Heath presented a proposal for the costs estimates of \$6,500 for a granite panel with bronze plaque and for the language for the two panels as follows:

Panel 1:

Residents of Perquimans County unveiled this monument to the Confederate dead in 1912. The monument was established to honor the memory of local Confederate soldiers who sacrificed their lives in the Civil War. Due to the heavy Quaker influence in the County, many Perquimans residents opposed secession and others enlisted in the Union Army. Consequently, the Union victory in 1865 ended slavery and guaranteed a lasting freedom for millions of people.

Panel 2:

Perquimans County is home to one of the few monuments in the nation honoring those African American soldiers who fought for the Union in the Civil War of 1861-1865. The monument, located nearby on the corner of Hyde Park and King Street, was erected in 1910 to honor the bravery of those local troops who fought for the cause of their freedom.

Chairman Nelson opened the floor for Board discussion. The following comments were made:

- **Commissioner Woodard:** Mr. Woodard said that Panel #2 was find but feels that it should be placed at the Monument of the Confederate Dead and the monument at King Street. He said that Panel #2 wording was not acceptable because he felt the reference to the Quakers should be removed. Therefore, he could not support this recommendation.
- **Commissioner Hoffer:** Mr. Hoffer said that he could live with the wording but he does not like the location. He feels that it needs to be in a cemetery or on private property. Therefore, he could not agree with this recommendation.
- **Commissioner Jones:** Mr. Jones said that he was in the middle. He commends the work that the Chairman, Vice Chair, and County Manager has performed but feels that we need to come to a reasonable compromise.
- **Vice Chair Leigh:** Ms. Leigh said that she understands that we cannot please everyone and she feels that this is a great compromise.
- **Chairman Nelson:** Mr. Nelson also said that he was in the middle and asked what the pleasure of the Board was and how they wanted the County Manager to proceed.

Joseph W. Hoffer made a motion to leave the signage as presented. T. Kyle Jones seconded the motion. The motion was approved by a vote of four (4) to one (1) with Commissioner Woodard voting against the motion. With regard to the funding for the preparation of these panels, T. Kyle Jones made a motion to spend the money to prepare the panels for the monument. After some discussion, County Manager Heath asked about the placement of the signage. Mr. Jones amended his motion to add to place the signage in accordance of the recommendation of the committee. Mr. Hoffer agreed to the amended motion. Again, after some discussion, the Board was asked if we were to put a cap on the spending. Mr. Jones amended his motion again to add that the costs should be no more than \$7,500. Mr. Hoffer agreed to the amended motion. The amended motion to proceed with the recommended language on the two panels which should be placed at the recommended spots from the committee and to not have the costs

to be more than \$7,500 was made by T. Kyle Jones and seconded by Joseph W. Hoffer. The amended motion passed at a vote of four (4) to one (1) with Commissioner Woodard voting against the motion.

SWEARING IN OF NEWLY APPOINTED COMMISSIONER THELMA FINCH-COPELAND

Chairman Nelson explained that former Commissioner Lennon has relocated out of the state and resigned on February 21, 2022. The Board requested letters of intent from the libertarian party and voted to appoint Thelma Finch-Copeland to complete Mr. Lennon’s term which expires on December 1, 2022. Mr. Nelson recognized Todd Tilley, Perquimans County Clerk of Court, to administer the oath of office to Ms. Finch-Copeland. The Board welcomed Ms. Finch-Copeland as she took her seat on the Board of Commissioners. The Chairman proceeded with the meeting. County Attorney High left the meeting at 8:00 p.m.

BOARD APPOINTMENTS VACATED BY COMMISSIONER ALAN LENNON

Chairman Nelson explained that the following committees/boards were Mr. Lennon’s appointments and the Board would need to appoint Ms. Finch-Copeland to these committees/boards:

Committee/Board Name	Term	Appointment Date	Expiration Date
Economic Development Commission - County	2 yrs.	2/1/2021	1/31/2023
Perquimans/Chowan/Gates Landfill Committee	indefinite	2/1/2019	indefinite
Water Committee	unlimited	2/1/2019	unlimited
Tourism Development Authority (Commissioners)*	2 yrs.	4/1/2020	3/31/2022
➤ According to the General Statutes, the Board of Commissioners appoints the Chairman of the Tourism Development Authority.			

On motion made by T. Kyle Jones, seconded by Joseph W. Hoffer, the Board unanimously voted to appoint Ms. Finch-Copeland to the above Boards/Committees with Charles Woodard being the Interim Chairman of the Tourism Development Authority and Ms. Finch-Copeland filling Mr. Woodard’s seat on the Authority Board.

TOWN OF HERTFORD REQUEST TO EXPAND THE PERQUIMANS RIVER NO-WAKE ZONE

Chairman Nelson recognized Hertford Town Manager, Janice Cole, who explained that Sarah Winslow would present their request. Ms. Winslow explained the reason for their request and stated that the Hertford Town Council approved it at their March 14, 2022 meeting. Commissioner Hoffer asked Ms. Winslow what a No-Wake Zone is. Ms. Winslow explained that a no-wake zone is an area on the water where vessels are required to travel at a slow speed that creates no wake or waves. Chairman Nelson clarified the location of the no wake zone. According to the Town of Hertford’s resolution, the no wake zone would be near the new “S” Bridge north of the Perquimans River Bridge (Bridge No. 8) on US 17 Bypass and extending northeast to 25 yards past USCG Shoal Marker 9 (Green). On motion made by T. Kyle Jones, seconded by Fondella A. Leigh, the Board unanimously approved to forward the Town of Hertford’s request to the NC Department of Wildlife for consideration.

RESOLUTION: RETAINING BOUNDARIES FOR THE NORTHEASTERN LOCAL WORKFORCE DEVELOPMENT AREA

Chairman Nelson and Vice Chair Leigh presented the resolution to retain the boundaries for the Northeastern Local Workforce Development Area which is what the Albemarle Commission is working on. They are talking about moving their offices to Greenville, NC. The Albemarle Commission Board of Trustees recommends the adoption of this Resolution. On motion made by Fondella A. Leigh, seconded by Joseph W. Hoffer, the Board unanimously approved the following Resolution:

**RESOLUTION OF THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS
REQUESTING THE NORTH CAROLINA DEPARTMENT OF COMMERCE, NC
WORKS COMMISSION TO RETAIN BOUNDARIES FOR THE NORTHEASTERN
LOCAL WORKFORCE DEVELOPMENT AREA**

WHEREAS, the Northeastern Local Workforce Development Area is the designated planning and administrative area for receipt of funds allocated under the Workforce Innovation and Opportunity Act for Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties; and

WHEREAS, the Northeastern Local Workforce Development Board purpose and work is to improve the development area’s workforce infrastructure and provide area job seekers and employers with the ability to compete in the global economy; and

WHEREAS, a committee of the North Carolina Works Commission is recommending the realignment of existing Workforce Development Areas “in order to promote alignment with economic development activities in the state” or within Prosperity Zones; and

WHEREAS, Perquimans County is informed that if realigned, the Northeastern Local Workforce Development Area counties will be in a Workforce Development Area that will be administered from Greenville, North Carolina and a Prosperity Zone unfamiliar, dissimilar and remote to Perquimans County’s current Workforce Area; and

WHEREAS, Perquimans County has a long-established relationship with the counties in its Workforce Area working cooperatively for decades to resolve regional issues; and

WHEREAS, Perquimans County and its citizens have suffered the loss of effective programs and services when other “realignments” occurred in regional partnerships such as the merger of the Northeast Commission with the Mid-East Commission, the merger of Albemarle Mental Health Agency with Trillium as in those instances the successor agencies lose interest in servicing Northeastern North Carolina; and

WHEREAS, without common community growth patterns anchored by metropolitan and micropolitan statistical areas, shared labor pools, commuting patterns, coordinated economic strategies, and regional alignment with state and federal programs and services it can be expected the value and work of the Northeastern Local Workforce Development Area merged with another Work Area or Prosperity Zone will be insufficient to meet a Work Force Development Area mission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Perquimans County, North Carolina that:

Section 1: Perquimans County does not support any final recommendation from the North Carolina Works Commission which calls for the separation of counties from the Northeastern Workforce Development Area, merges those counties into a larger area or consolidates other Local Workforce Development Areas in the Northeastern Workforce Development Area.

Section 2. The Clerk to the Board of Commissioners is directed to forward a copy of this resolution to the North Carolina Works Commission, Senator Bob Steinburg, Representative Bobby Hanig and the counties comprising the Northeastern Workforce Development Area.

Section 3. This resolution is effective upon its adoption.

This the 4th day of April, 2022.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to Board

RESOLUTION: COA RESOLUTION IN SUPPORT OF THE NURSING & ALLIED HEALTH SIMULATION FACILITY

Chairman Nelson presented the College of the Albemarle (COA) request for the Board to adopt the Resolution in support of the nursing & allied Health simulation facility. He recommends approval. On motion made by Joseph W. Hoffler, seconded by Fondella A. Leigh, the Board unanimously approved the following resolution:

RESOLUTION OF THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS REQUESTING THE NORTH CAROLINA DEPARTMENT OF COMMERCE, NC WORKS COMMISSION TO RETAIN BOUNDARIES FOR THE NORTHEASTERN LOCAL WORKFORCE DEVELOPMENT AREA

WHEREAS, the Northeastern Local Workforce Development Area is the designated planning and administrative area for receipt of funds allocated under the Workforce Innovation and Opportunity Act for Camden, Chowan, Currituck, Dare, Gates, Hyde, Pasquotank, Perquimans, Tyrrell and Washington Counties; and

WHEREAS, the Northeastern Local Workforce Development Board purpose and work is to improve the development area’s workforce infrastructure and provide area job seekers and employers with the ability to compete in the global economy; and

WHEREAS, a committee of the North Carolina Works Commission is recommending the realignment of existing Workforce Development Areas “in order to promote alignment with economic development activities in the state” or within Prosperity Zones; and

WHEREAS, Perquimans County is informed that if realigned, the Northeastern Local Workforce Development Area counties will be in a Workforce Development Area that will be administered from Greenville, North Carolina and a Prosperity Zone unfamiliar, dissimilar and remote to Perquimans County’s current Workforce Area; and

WHEREAS, Perquimans County has a long-established relationship with the counties in its Workforce Area working cooperatively for decades to resolve regional issues; and

WHEREAS, Perquimans County and its citizens have suffered the loss of effective programs and services when other “realignments” occurred in regional partnerships such as the merger of the Northeast Commission with the Mid-East Commission, the merger of Albemarle Mental Health Agency with Trillium as in those instances the successor agencies lose interest in servicing Northeastern North Carolina; and

WHEREAS, without common community growth patterns anchored by metropolitan and micropolitan statistical areas, shared labor pools, commuting patterns, coordinated economic strategies, and regional alignment with state and federal programs and services it can be expected the value and work of the Northeastern Local Workforce Development Area merged with another Work Area or Prosperity Zone will be insufficient to meet a Work Force Development Area mission.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners for Perquimans County, North Carolina that:

Section 1: Perquimans County does not support any final recommendation from the North Carolina Works Commission which calls for the separation of counties from the Northeastern Workforce Development Area, merges those counties into a larger area or consolidates other Local Workforce Development Areas in the Northeastern Workforce Development Area.

Section 2. The Clerk to the Board of Commissioners is directed to forward a copy of this resolution to the North Carolina Works Commission, Senator Bob Steinburg, Representative Bobby Hanig and the counties comprising the Northeastern Workforce Development Area.

Section 3. This resolution is effective upon its adoption.

This the 4th day of April, 2022.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to Board

FY 2021-2022 AUDIT CONTRACT FOR PERQUIMANS COUNTY & TOURISM DEVELOPMENT AUTHORITY

Chairman Nelson explained that Donna Winborne would no longer be able to handle our annual audit due to staffing issues. He further explained that all boards are having a problem finding auditors. He recognized Tracy Mathews, County Finance Officer, who explained the process. They prepared a request for proposal and advertised on the County’s website and Facebook page. They also forwarded copies to recommended audit firms. They only received one proposal and that was from Thompson, Price, Scott, Adams & Co., PA and she and County Manager Heath recommend the approval of this contract. The cost of the contract is \$31,500 for Perquimans County audit and \$3,500 for Tourism Development Authority audit. Mr. Heath stated that this was about \$8,000 more that Donna Winborne. Commissioner Hoffler asked if they checked with the firm’s clients to see how well they handle their audits. Ms. Mathews said that it was a large firm and felt that they could handle it. On motion made by Joseph W. Hoffler, seconded by Fondella A. Leigh, the Board unanimously approved the audit contract with Thompson, Price, Scott, Adams & Co., PA.

PUBLIC COMMENTS

The following public comments were made:

- **Terry Swope:** Mr. Swope stated that he declined to make his comments.
- **John Long:** Mr. Long also declined to make his comments.
- **Kim Brinn:** Ms. Brinn made the following comments about an indoor swimming pool at the Recreation Center:

Good Evening Commissioners, Mr. Heath and Ms. Hunnicutt, thank you for the opportunity to speak tonight. As you prepare for your retreat this month, I would like you to consider once again the benefits for our county and our citizens that an indoor swimming pool would bring. Our family was fortunate to have the experience of a neighborhood swimming pool while stationed at Schofield Barracks, Hawaii and while we lived in Northern Virginia. When we moved to Hawaii, our youngest, Luci, was just 5 and started out barely able to swim 25 meters cross the pool, three years later, with swim teach practice Monday through Friday year round, she was on the Gold team and winning races. She later swam on her high school team in Virginia. Swimming is a life long sport benefitting the young and old. Children learn to swim and be confident of their abilities which is especially important for their safety as a community surrounded by water. As members of a swim team they form friendships with their neighbors, peers and older children. Older children were swim coaches and life guards, they mentored the younger children. Families grew closer as they had a central location to meet. Families visited the pool after work and on the weekends. At the county Rec Centers in Virginia, there were private swim clubs and also used the indoor pools for swim meets in the fall and for swim practice year round as their members improved their skills. Many went on to swim for their high schools and later in college. Olympian, Kate Ziegler, was a product of neighborhood swim teams and commercial swim clubs in Fairfax, Virginia. Her net worth is now \$5 million, by the way. Perquimans County High School can proudly say now that they too have a swim team. Five young ladies competed this year in a state level high school swim meet.

In addition to children and families benefiting from a pool in our county, we have many senior citizens who would use the pool for a Master’s Swim program and water aerobics. The pool could also be used for physical therapy. The YMCA pool in Elizabeth City stays busy day and night with water aerobics being a competitive event to sign up for classes.

The pool I envision for Perquimans County would be a 12 lane pool where regional swim meets for the Albemarle could be held in addition to high school meets in our area. A moveable bulkhead would serve to divide the pool into a 25 yard or a 25 meter course which is necessary since summer and winter meets have different requirements. Officials can also walk on this

bulkhead during the meet. A timing system and spectator seating would be needed. Ideally there would be the ability to raise and lower walls so that the pool could be open to the air in the summer increasing the desirability of using the pool.

The help fund the cost of running the pool, commercial swim clubs, counties other than ours would pay a fee. Perquimans County residents would pay a fee based on income with some not paying a fee at all. Visitors outside the county would pay a higher fee. Mr. Heath researched how to fund the building of the pool. The last estimate, I believe in 2017, was around \$7 million with a yearly cost to run the pool of \$100,000. Partners such as Vidant or Edenton/Chowan County, may be approached to help with funding. A tax increase or a bond would be likely.

So, put on your thinking caps everyone and make an indoor swimming pool a reality and yet another reason that Perquimans County is a wonderful place to live.

- **Kim Brinn:** Ms. Brinn also gave the Board a written copy of the following comments regarding the Perquimans County Museum:

Dear Mr. Heath, Ms. Hunnicutt and Commissioners,

I would like to express my thanks for making our new museum a reality! There is so much to look forward to in the years ahead as the museum continues to grow. Tim and I worked our first shifts at the museum this week and have some thoughts for the future I would like to suggest to all of you to consider as you head into your retreat. The first item to consider is hiring a museum curator on a contract basis, someone to actually manage the museum, at least part time. They would be in charge of merchandise acquiring items, coordinating Children's programs, maybe private events at the museum which could be rented, expanding the use of the area behind the building for programs like an (pretend) archeological dig to name a few responsibilities. One of our new town residents, Cheri Sheridan, has already spoken to Stacy about setting up living history programs for children which is what she did for her graduate degree work for her Master's in Education. A museum curator would also oversee the volunteer list and potentially handle a new formed "Friends of the Museum" group. Membership monies would help to buy items for the museum. When the Catfish Hunter Museum was in the Chamber of Commerce building they saw over 5000 visitors a year. Our TDA records indicate that tourism in Perquimans County is up 148% and we still have 4 months to go in the fiscal year!

My second suggestion is to look into moving the inspections and planners to possibly a building in Winfall that is currently for sale for \$169,000 according to Zillow. The address is 333 Winfall Blvd and is the old brick medical office building. The museum could then expand to use the entire building. It is very important for the museum to be centrally located in town. Part of your retreat is likely strategic planning and the location of county offices, courthouse and law enforcement may be something you will be discussing.

Lastly, on one of the Perquimans County web sites I read there were two goals that I am particularly interested in and would like the county to increase their investment in accomplishing these goals. The first is the development of downtown Hertford, our county seat. With the change in leadership for the town, I think the county is now headed in that direction. The second goal is tourism. I believe in the saying that you have to spend money to make money and making our tourism director a full time position, even if she is still only a contractor, would be a wise investment in the county's future. Stacey Layden has so many wonderful ideas combined with her degree in marketing that can move us forward. She already invest 40-50 hours/week in the past few weeks alone and has a love for Perquimans County that I am confident she will be able to share throughout North Carolina and Virginia.

Thank you for all of your support, Kim Brinn, 210 North Front Street, Hertford, NC 27944

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:16 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Wallace E. Nelson, Chairman

Clerk to the Board
