

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Meeting Room at Perquimans County Library
June 6, 2022
7:00 p.m.

Board of Equalization & Review to meet in Meeting Room at Perquimans County Library at 6:50 p.m.

I. Call to Order

II. Prayer & Pledge

III. Approval of Agenda

IV. Consent Agenda

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)

- A. Approval of Minutes May 2, 2022 Regular Meeting, May 12th & 26th, 2022 Budget Work Sessions, and May 16, 2022 Work Session
- B. Tax Refund Approval
- C. Personnel Matters
 - 1. Appointment: IMC I working against IMC II
 - 2. Appointment: Administrative Assistant – Sheriff's Department
 - 3. Appointment: Part-Time/Fill-In Non-Certified Telecommunicator (3)
 - 4. Appointment: Water Plant Operator
 - 5. Promotion: Full-Time Paramedic (1)
 - 6. Promotion: Paramedic Shift Supervisor (1)
 - 7. Appointment: Full-Time Paramedic (1)
 - 8. Resignation: Certified Deputy/SRO Officer
 - 9. Appointment: Part-Time Certified Deputy
 - 10. Resignation: IMC II
 - 11. Resignation: Part-Time/Fill-In Non-Certified Telecommunicator
 - 12. Resignation: IMC II
- D. Step Increases
 - 1. Social Services (3)
 - 2. Sheriff's Office (1)
 - 3. Tax Office (1)
- E. Budget Amendment Nos. 36 - 37
- F. Board Reappointments/Resignation/Update
 - 1. Resignation: Coastal Resources Advisory Council
 - 2. Resignations: Local Library Board (2)
 - 3. Appointments: Local Library Board (2)
 - 4. Reappointments: Recreation Advisory Committee (2)
 - 5. Resignation: Recreation Advisory Committee (1)
 - 6. Reappointment: Social Services Board – Commissioners (1)
 - 7. Reappointment: Tourism Development Authority – Industry Representative (1)
- G. Juvenile Crime Prevention Council (JCPC) Documentation
 - 1. Certification for FY 2022-2023
 - 2. Inter-Agency Council Appointments for FY 2022-20232
- H. Miscellaneous Document:
 - 1. Resolution Supporting the Mid-Currituck Bridge Project
 - 2. Special Event Application - July 4, 2022 - Albemarle Plantation Fireworks

**ACTION
REQUIRED**

V. Presentations & Introduction of New Employees

- A. Presentations
 - 1. Vic Williams, NC NENA
 - 2. Recognition of Employees' Years of Service
 - a. Tashara Gramby, Tax Department
 - b. Bill Jennings, Tax Department

**NO
ACTION
REQUIRED**

- | | | | | |
|-----------------------------------|--------------|----|---|-----------|
| | | B. | Introduction of New Employees | |
| | | 1. | Susan Chaney, Social Services | |
| | | 2. | Bill Jennings, Tax Administrator | |
| | | 3. | Kathy Treiber, Board of Elections | |
| | | 4. | Jonathan Nixon, Emergency Services Director | |
| | VI. | | Scheduled Appointments | |
| NO
ACTION
REQUIRED | | A. | North Carolina Department of Transportation (secondary road update) | 7:00 p.m. |
| | | B. | Mark Bardill, Zacchaeus Legal Services (ZLS) (update on foreclosures) | 7:20 p.m. |
| | | C. | | 7:35 p.m. |
| | VII. | | Presentation of FY 2022-2023 Budget | |
| | VIII. | | Old Business | |
| | | A. | Updates from County Manager | |
| | | B. | | |
| | | C. | | |
| | IX. | | New Business | |
| ACTION
REQUIRED | | A. | Backup PSAP Agreement | |
| | | B. | | |
| | | C. | | |
| | | D. | | |
| | X. | | Unscheduled Appointments/Public Comments | |
| | | | <i>(If you wish to address the Board, please state your name for the record prior to speaking)</i> | |
| NO
ACTION
REQUIRED | | A. | | |
| | | B. | | |
| | | C. | | |
| | XI. | | Closed Session: Per NCGS #143-318-11(5) - The purpose of the Closed Session is to consult with attorney regarding real property and to approve Closed Session Minutes. | |
| ACTION
REQUIRED | | | <i>(After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed <u>during the closed session.</u>)</i> | |
| | | | | |
| | XII. | | Adjournment | |

FOR INFORMATION ONLY:

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DEPARTMENT HEAD REPORT:

- Plat Log
- Tax Department Report
- Building Inspector's Reports
- Code Enforcement Reports
- Sheriff's Report
- Emergency Services Report for April, 2022 – e-mailed 5/4/2022

COMMITTEE WRITTEN REPORTS:

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NOTES FROM THE COUNTY MANAGER

June 6, 2022

7:00 p.m.

Board of Equalization & Review to meet in Meeting Room at Perquimans County Library at 6:50 p.m.

- IV. **Enclosures:** Items included on the Consent Agenda are enclosed. *If you wish to discuss any of these items, please make that request during the meeting.*
- V. The following presentations and introduction of new employees will be done:
 - A. **Presentations**
 - 1. **Perquimans 911 Communications Center:** Vic Williams with NC NENA will be make a presentation to the Perquimans 911 Communications Center.
 - 2. **Recognition of Employees' Years of Service with the County:** Beginning June 1, 2022, the Board will be recognizing the employees who have been working with the County for 5, 10, 15, 20, etc. years. This month, we will be recognizing:
 - a. **Tashara Granby:** Ms. Granby has been working in the Tax Department as a Tax Clerk – Collections for the past 5 years.
 - b. **Bill Jennings:** Mr. Jennings has been working in the Tax Department as the Tax Administrator for the past 10 years.
 - B. **Introduction of New Employees:**
 - 1. **Susan Chaney:** Susan Chaney, Social Services Director, will introduce Marica Basemore, IMC I Working against IMC II (appointed 5/1/2022).
 - 2. **Bill Jennings:** Bill Jennings, Tax Administrator, will introduce Stacy Ward, Business Personal Property Tax Clerk (appointed 5/1/2022).
 - 3. **Kathy Treiber:** Kathy Treiber, Director of Elections, will introduce Jackie Greene, Deputy Director of Elections (appointed 5/1/2022) & Erica Critcher, Deputy Director of Elections (appointed 7/1/2022).
 - 4. **Jonathan Nixon:** Jonathan Nixon, Emergency Services Director, will introduce Alyssa Polombo, EMS Full-Time Compliance Officer/Paramedic (promoted 7/1/2022).
- VI.A. Representatives from the North Carolina Department of Transportation (NCDOT) will give an update on the secondary road improvement program in Perquimans County.
- VI.B. Mark Bardill, Zacchaeus Legal Services (ZLS) will give an update on the County's foreclosures.
- VII. County Manager Heath will present the FY 2022-2023 Budget to the Board and request to set up a Public Hearing for Monday, June 20, 2022. *(A copy of Budget Message will be provided to you on Monday.)*
- VIII.A. County Manager Heath will present several updates to the Board.
- IX. **Enclosure:** Jonathan Nixon will present the Interlocal Agreement for Backup PSAP Operations between Chowan and Perquimans County. This was established five years ago and has worked well for both counties. Board action is being requested.
- XI. **Enclosure.** Pursuant to NC General Statute 143-318-11(5), the Board will go into closed session to negotiate with county attorney regarding real property and to approve Closed Session Minutes.

CONSENT AGENDA NOTES

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner)

- A. **Enclosures:** Approval of Minutes May 2, 2022 Regular Meeting, May 12th & 26th, 2022 Budget Work Sessions, and May 16, 2022 Work Session (cancelled)
- B. **Enclosure:** Tax Refund Approval – see attached listing.
- C. **Enclosure:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Sarah Ownley	IMC I Working Against IMC II	Appointment	61/3	\$31,380.	06/01/2022
Macey Stockwell	Administrative Assistant for Sheriff's Office	Appointment	60/2	\$29,314	06/01/2022
Cheyenne Umphlette	Part-Time/Fill-In Non-Certified Telecommunicator	Appointment	60/1	\$13.75/hr.	05/01/2022
Jennifer Feltner	Part-Time/Fill-In Non-Certified Telecommunicator	Appointment	60/1	\$13.75/hr.	05/01/2022
Makayla Williams	Part-Time/Fill-In Non-Certified Telecommunicator	Appointment	60/1	\$13.75/hr.	05/01/2022
Christopher Wharton	Water Plant Operator	Appointment	64/18	\$51,648	06/01/2022
Zachery Hudgins	Full-Time Paramedic	Promotion	68/1	\$20,14/hr.	07/01/2022
Heather Miller	Paramedic Shift Supervisor	Promotion	70/3	\$23,09/hr.	07/01/2022

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Sean Tripp	Full-Time Paramedic	Appointment	68/1	\$20,14/hr.	07/01/2022
Leroya Banks	Certified Deputy/SRO Officer	Resignation			05/30/2022
Leroya Banks	Part-Time Certified Deputy	Appointment	65/2	\$16.91/hr.	05/31/2022
Denise A. Stallings	IMC II	Resignation			05/18/2022
Kendall Miller	Part-Time/Fill-In Non-Certified Telecommunicator	Resignation			05/19/2022
Tiara Riddick-Hinton	IMC III	Resignation			5/31/2022

D. **Enclosures:** During the Budget process, the following step/merit increases were approved for these employees. The following individuals are being recommended by their supervisor for these step/merit increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Sherry Schrodt	SW III	69/5	\$46,857	06/01/2022
Julie Shreckengast	IMC II	63/2	\$33,453	06/01/2022
Joe Ann White	SW III	69/7	\$49,201	06/01/2022
Russell Gray, III	Deputy Sheriff (Certified)	65/3	\$37,421	06/01/2022
Tashara Gramby	Fax Clerk - Collections	58/5	\$28,874	06/01/2022

E. **Enclosures:** Budget Amendment Nos. 36 - 37 are enclosed for your review and action.

F. **Enclosure.** The following board reappointments/resignations will be presented for Board action:

Name	Board/Committee	Action Taken	Term	Effective Date
Heath, Frank	Coastal Resources Advisory Council	Resignation		03/29/2022
McNaught, Ruth	Local Library Board	Resignation		07/01/2022
Spellman, Anisha	Local Library Board	Resignation		07/01/2022
Heath, Frank W	Local Library Board	Appointment	4 yrs.	07/01/2022
Aguilar, Judith	Local Library Board	Appointment	4 yrs.	07/01/2022
Reed, Debbie	Recreation Advisory Committee - At Large	Reappointment	3 yrs.	07/01/2022
McLenney, Martina	Recreation Advisory Committee - Hertford	Reappointment	3 yrs.	07/01/2022
Harvey, Virginia	Recreation Advisory Committee - Winfall	Resignation		07/01/2022
Woodard, Charles	Social Services Board	Reappointment	3 yrs.	07/01/2022
McDonald, Stephen	Tourism Development Authority (Industry Rep)	Reappointment	3 yrs.	07/01/2022

G. **Enclosures:** The Board will need to consider the enclosed JCPC Documentation::

1. **JCPC Certification:** This is to certify the funding through JCPC for FY 2022-2023.
2. **Inter-Agency Council Appointment for FY 2022-2023:** This is to certify the Inter-Agency Council Members for FY 2022-2023.

H. **Enclosures:** The following miscellaneous document will need Board consideration:

1. **Resolution:** The Board will need to consider the enclosed Resolution supporting the construction of the Mid-Currituck Bridge and its continued inclusion in the State transportation improvement plan. Board action is being requested.
2. **Albemarle Plantation Request for Fireworks on July, 2022:** Per the attached Special Event Application, Albemarle Plantation is requesting that the Board approve their Fireworks display on July 4, 2022. Board action is being requested.



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**PERQUIMANS COUNTY
TAX DEPARTMENT**

May 31, 2022

Perquimans County Board of Commissioners:

I will be present to close out the 2022 session of the Board of E & R.

I will introduce a new Tax Department employee. Mrs. Stacey Ward is our new Business Personal Property Clerk.

I will also give an updated collection report.

Bill Jennings
Perquimans County
Tax Administrator

CLOSING REMARKS AND QUESTIONS

Dr. White thanked Ms. Turner, Mr. Johnson, and Mr. Blanchard for their fine job presenting the Board of Education's budget requests for FY 2022-2023. Chairman Nelson thanked the Board of Education for their transparency tonight. This makes things better between the School System and the Board of Commissioners. Dr. White agreed with Mr. Nelson.

ADJOURNMENT

There being no further questions or comments, Dr. White thanked the Board of Education and Board of Commissioners for coming tonight and adjourned the meeting at 7:30 p.m.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION
April 18, 2022
7:00 p.m.

The Perquimans County Board of Commissioners Work Session on April 18, 2022 was cancelled.

Wallace E. Nelson, Chairman

Clerk to the Board

DEPARTMENTAL BUDGET PRESENTATIONS
April 27, 2022
5:00 p.m.

The Perquimans County Board of Commissioners met to receive the Departmental Budget Presentations on Wednesday, April 27, 2022, at 5:00 p.m. in Auditorium located in the Emergency Services Building.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board
Tracy Mathews, Finance Officer

DEPARTMENTAL BUDGET PRESENTATIONS

The following department supervisors presented their budget requests for FY 2022-2023:

- 5:00 p.m. - Virgil Parrish - Inspections
- 5:30 p.m. - Jacob Peele - Soil Conservation
- 6:00 p.m. - Nick Lories - Water Department
- 6:30 p.m. - Board of Elections
- 7:00 p.m. - Bill Jennings - Tax Department
- 7:30 p.m. - Beverly Gregory - Senior Center

ADJOURNMENT

After the last Departmental Budget Presentation, the meeting was adjourned.

Wallace E. Nelson, Chairman

Deputy Clerk to the Board

DEPARTMENTAL BUDGET PRESENTATIONS
April 28, 2022
5:00 p.m.

The Perquimans County Board of Commissioners met to receive the Departmental Budget Presentations on Thursday, April 28, 2022, at 5:00 p.m. in Auditorium located in the Emergency Services Building.

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

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board
Tracy Mathews, Finance Officer

DEPARTMENTAL BUDGET PRESENTATIONS

The following department supervisors presented their budget requests for FY 2022-2023:

- 5:00 p.m. – Howard Williams – Recreation Department
- 5:30 p.m. – Jewel Winslow – Cooperative Extension
- 6:00 p.m. – Shelby White – Sheriff's Department
- 6:30 p.m. – Jackie Frierson – Register of Deeds
- 7:00 p.m. – Jonathan Nixon – EMS/Emergency Management/Communications

ADJOURNMENT

After the last Departmental Budget Presentation, the meeting was adjourned.

Wallace E. Nelson, Chairman

Clerk to the Board

REGULAR MEETING
May 2, 2022
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, May 2, 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 Fondella A. Leigh, Vice Chair
Thelma Finch-Copeland Joseph W. Hoffer
T. Kyle Jones Charles Woodard

MEMBERS ABSENT: None

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

Chairman Nelson called the meeting to order. Commissioner Jones 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. Thelma Finch-Copeland made a motion to approve the Agenda as presented. The motion was seconded by Joseph W. Hoffer 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.

1. Approval of Minutes: April 4, 2022 Regular Meeting, April 18, 2022 Joint Work Session with Board of Education, and April 18, 2022 Work Session (cancelled) were approved.
2. Tax Refund Approval:

John Michael Hardison-----\$115,75
Vehicle licensed in S.C.: 7-month refund. Account #58056195.

3. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Kimberly Meads	Part-Time/Fill-in AEMT	Appointment	66/1	\$17,91/yr.	04/01/2022
Kayla Truder	Part-Time/Fill-in AEMT	Appointment	66/1	\$17,91/yr.	04/01/2022
David Jensen	Part-Time/Fill-in Paramedic	Appointment	68/2	\$20,04/yr.	04/01/2022
Marica Basemore	IMC I Working Against IMC II	Appointment	61/3	\$31,380	05/01/2022
Stacey Ward	Business Personal Property Tax Clerk	Appointment	61/1	\$29,886	05/01/2022
Jackie Green	Deputy Direct of Elections	Appointment	58/4	\$28,186	05/01/2022
Erica Critcher	Deputy Director of Elections	Appointment	58/4	\$28,186	07/01/2022
Alyssa Polumbo	EMS Full-Time Compliance Officer/Paramedic	Promotion	69/4	\$45,743	07/01/2022
Lindsey Stevens	Permanent Part-Time Certified Telecommunicator	Promotion	62/4	\$16,16/yr.	04/01/2022
Kathryn Boyles	EMS Shift Supervisor/Paramedic	Resignation			05/06/2022
Kathryn Boyles	Part-Time/Fill-in Paramedic	Appointment	68/2	\$20,04/yr.	05/07/2022
Dylan Lilly	Perquimans Field Crops Agent	Resignation			04/29/2022
Michael Maddox	Part-Time/Fill-in Paramedic	Resignation			04/12/2022
Kevin Ayers	Part-Time/Fill-in Paramedic	Resignation			04/12/2022
Callyn Gardner	IMC II	Resignation			05/01/2022

4. Step Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Nakindra Downing	Certified Telecommunicator	62/2	\$32,010	06/01/2022
Anne Johnson	Part-Time/Fill-in Certified Telecommunicator	62/4	\$16,16/yr.	02/01/2022
Crystal Wright	Certified Telecommunicator	62/7	\$36,154	03/01/2022

5. Budget Amendments:

BUDGET AMENDMENT NO. 34
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-335-000	Miscellaneous Revenue	800	
10-500-150	Building - Maintenance/Repair	800	
EXPLANATION: To amend FY 21/22 budget to include funds for monument repairs.			

BUDGET AMENDMENT NO. 35
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	3,814	
10-610-192	DSS - Crisis Intervention	3,814	
EXPLANATION: To amend FY 21/22 budget to include additional funding for Crisis Intervention as awarded by the State.			

6. **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
White, Mary	Tourism Development Authority - Industrial Rep	Reappointment	3 yrs.	04/01/2022

PRESENTATION & INTRODUCTION OF NEW EMPLOYEES

- The following presentation was made:
 - Frank Heath, County Manager:** Mr. Heath presented a plaque to Nicole Elliott who had been working in the Perquimans County Social Services Department for over 12 years. Her retirement date is effective May 1, 2022. Ms. Elliott thanked the Board for the opportunity to work for the Social Services Department. The Board thanked her for her service and wished her the best in her retirement.
- The following employee was introduced to the Board:
 - Susana Chaney:** Ms. Chaney, Social Services Director, introduced Kanisha Walston, IMC I working against IMC II (appointed 2/1/2022). Ms. Walston thanked the Board for the opportunity to work with Perquimans County. The Board welcomed her.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Chairman Nelson reminded the Board that the NCACC District I & II Meeting will be held this week on May 5, 2022 at 5:30 p.m. in Edenton, NC. He encouraged the Board members to attend. It gives the commissioners the opportunity to meet and greet commissioners and staff from other counties. There being no further commissioner's concerns or committee reports, Chairman Nelson moved forward with the meeting.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- Departmental Budget Presentations:** Mr. Heath explained that the Department Heads presented their budget requests to the Board on April 27 and 28, 2022. Social Services and the Board of Education will present their budgets on May 11, 2022.
- NCACC District I & II Meeting:** Mr. Heath concurred with Chairman Nelson and encouraged the Board to attend the NCACC District meeting on May 5, 2022 at 5:30 p.m. in Edenton.
- Memorial Day Activities:** Mr. Heath explained that Preston Spear, Veterans Officer, asked him to request one of the commissioners to place the wreath at the Veteran's Memorial on May 30, 2022, during the Memorial Day festivities. Commissioner Leigh agreed to do this. Mr. Heath asked Mary Hunicutt to notify Mr. Spear who will contact Ms. Leigh for further details.

ECONOMIC DEVELOPMENT CONSULTANT RESIGNATION

County Manager Heath reported that Dave Goss, our Economic Development Consultant, resigned on May 1, 2022. Mr. Heath recognized Mr. Goss who had requested to address the Board. Mr. Goss thanked the Board for allowing him to serve and for their support as the County's Economic Development Consultant for 15 years. Mr. Goss explained how his appointment came about and how he wanted to work with the County with their Strategic County Plan. During this time as the County's Economic Development Consultant, he said that we saw many successes and failures. He listed the following four disappointments:

- Marine Inner Basin:** The length of time to achieve this inner basin was long due to obtaining permits. Because of this, we lost several potential businesses that would have come. In June, they will be accepting bids to build the basin and we hope that their figures will agree with our figures and that we will begin work on the water basin.
- Don Juan Building:** This was a 24-acre site with an 80,000 square foot building on it that was damaged during the hurricane and never repaired. It is now to the point that it cannot be used without a large amount of renovations.
- Job Incubator Building:** This building was erected to assist small business to get started and, once they were able to move into their own facilities, they were supposed to leave. The problem was they never left. It was then decided to sell the building and the county purchased it for the Perquimans County Senior Center.
- The Lansing Building:** Twenty years ago, the State had spec building money available to the counties to build a 30,000 square foot spec building. It was vacant for several years until Brunswick purchased it, who sold it to Lansing. Lansing remained in the building for several years before the recession hit so they moved their facility to the Outer Banks. Unfortunately, to the county's economic development, the space was leased to a Charter School, which has not open yet. At the present time, it is still leased to the Charter School. He does not know what will be happening there but he hopes that at some point in the future that it will become available for commercial activity.

He then reviewed the many successes that the County had in Economic Development:

- FedEx Building:** Mr. Goss feels that the biggest success that Perquimans County had in economic development was the FedEx Building. They were going to move their facilities to Elizabeth City/Pasquotank County. At that time, the Board established incentives to encourage businesses to build in Perquimans County. This allowed them to building in our commerce park. Most of their employees are local people.
- East Coast Steel Fabrication Company:** This company moved to Perquimans County about one year ago. They have already built three barges in their new facility. They are building another facility. They will be a major player in Perquimans County's economic development.
- Relationship with NC Marine Industrial Park Authority:** We would not be where we are with the Marine liner Basin if it had not been for the NC Marine Industrial Park Authority. He hopes that this relationship will continue even after he has gone.
- Amazon Wind Farm:** Every time he sees the tax income that Perquimans County receives from this property, he is very happy that it is Perquimans County.
- Marine Inner Basin:** If we can get successful bids on the inner basin project, it would be great. His disappointment is that he will not be here to see it happen. He knows that, when that basin is built, we will have a number of businesses come to the commerce center park.

The last item Mr. Goss wanted to talk about was the off-shore wind farm activity. He attended a conference a couple of years ago in Raleigh, NC. His eyes were opened that something of this magnitude

was happening right in our backyard. He joined an international group called Business Network for Off-Shore Wind. The expansion of off-shore wind over the last two years has been astronomical. Two years ago, there were two wind farms being pursued in the Atlantic Ocean. Today, there are nineteen wind farms in the Atlantic Ocean. One was off the coast of Virginia and the other one was off the coast of North Carolina (Kitty Hawk). This month they are planning on completing another one off the shore of North Carolina (Wilmington) and another two off the shore of South Carolina. Each wind farm has 100 wind turbines. By 2030, there should be over 2,000 wind turbines in the Atlantic Ocean. Each turbine will produce 30 gigawatts of power. A gigawatt will power 40,000 to 60,000 homes. This industry has over \$100 billion capital investment. Each turbine has about 8,000 components, which means there is a huge supply investment available. One of the major hubs for the development of the off-shore wind industry is in Virginia. We are perfectly located to receive a spin-off of some of that supply chain. Because of his involvement with this group, he was recently appointed to the Governor's Task Force for Off-Shore Wind. He hopes to keep active in this Task Force. The key component to this Task Force is for northeast North Carolina because of its location to the supply hub in Virginia. Sometimes it is easier to get to the hub from northeast North Carolina than it is other ways.

Mr. Goss encourages that Board to continue to support the economic development that is available to Perquimans County. With this, the County will see a growth in providing jobs for our local people. He thanked the Board for all their support during his 15 years. Chairman Nelson thanked him for his service.

PUBLIC COMMENTS

The following public comment was made:

> Kim Brinn: Ms. Brinn made the following comments about changing the three year requirement to pay taxes on property:

Perquimans County Board of Commissioners regular meeting

Good evening all. My name is Kim Brinn, 210 North Front St, thank you for the opportunity to speak tonight. I am very excited to learn that ZLS will be reporting to the board next month on their progress in collecting taxes for the county and the town of Hertford. It is my understanding that they have received over 100 properties that have been delinquent in their taxes for 3 years or more. I know that in the town of Hertford especially most if not all of the properties have been vacant for many years and since we have had no enforcement of our codes in our town in addition to not paying taxes, these properties are deteriorating before our very eyes contributing to the blight in our town. It is a well known fact that blight leads to crime, rodent infestation, safety hazards and deteriorating property values for all of us resulting in less income for the town and the county.

Since it is the county's responsibility to collect taxes and foreclose when necessary on properties throughout the county, I would like to ask the commissioners to consider allowing only one year of delinquency on a property before initiating action. As we see, it can take over a year or longer for the process with ZLS and that just increases the time a potential investor who wants to buy the property, perhaps via internet auction, and fix it up has to wait to begin the process. Until resolved, the house continues to deteriorate until it will no longer be able to be renovated losing a historic property and changing the character of our county and town as a result. Many of the owners of these properties have no current contact information which will require the detective work of ZLS to take action.

As people continue to relocate to Perquimans County and Hertford due to the crowding, crime, and poor schools they ask about these properties. There are historic tax credits for some of these properties where a buyer can take up to a 40% credit on their income taxes if it was renovated to specified standards and rented. In addition, the town of Hertford is also in an economic opportunity zone which is another incentive for investors. There are also over 50 vacant lots in the town limits that have existing electricity and water which is attractive for developers since they don't have to pay the cost for the infrastructure to be built. As these houses are brought back to life there is opportunity for first time home buyers with the assistance of programs in Elizabeth City to live in a safe, energy efficient home within the town limits. There is a housing shortage in our country and revitalizing these properties would help ease this shortage as well as increase the population in Hertford, thereby increasing the tax revenue which provides drivable roads- no inverted speed bumps, affordable utilities and other services for our residents.

So, I urge you all to consider changing the three year requirement to pay taxes on property. It is everyone's responsibility to pay their taxes in full and on time and no one should own property if they can't meet this requirement.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:30 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Wallace E. Nelson, Chairman

Clerk to the Board

BUDGET WORK SESSION

May 11, 2022

7:00 p.m.

The Perquimans County Board of Commissioners met in a Budget Work Session on Wednesday, May 11, 2022, at 7:00 p.m. in the Auditorium of the Emergency Services Building.

MEMBERS PRESENT: Wallace E. Nelson, Chairman Fondella A. Leigh, Vice Chair
Thelma Finch-Copeland Joseph W. Hoffler
T. Kyle Jones Charles Woodard

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board
Tracy Mathews, Finance Officer

BUDGET PRESENTATION: SOCIAL SERVICES

At 7:00 p.m., Susan Chaney, Social Services Director, presented the FY 2022-2023 Budget for Board consideration.

BUDGET PRESENTATION: BOARD OF EDUCATION

After Ms. Chaney presented the Social Services Budget, Superintendent Tanya Turner and Rube Blanchard, Finance Officer, presented the FY 2022-2023 Budget to the Board.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting.

Wallace E. Nelson, Chairman

Deputy Clerk to the Board

WORK SESSION

May 16, 2022

7:00 p.m.

The Perquimans County Board of Commissioners Work Session on May 16, 2022 was cancelled.

Wallace E. Nelson, Chairman

Clerk to the Board

BUDGET WORK SESSION

May 26, 2022

6:30 p.m.

The Perquimans County Board of Commissioners met in a Budget Work Session on Thursday, May 26, 2022, at 6:30 p.m. in the Auditorium of the Emergency Services Building.

MEMBERS PRESENT: Wallace E. Nelson, Chairman Fondella A. Leigh, Vice Chair
Thelma Finch-Copeland Joseph W. Hoffler
Charles Woodard

MEMBERS ABSENT: T. Kyle Jones

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board
Tracy Mathews, Finance Officer

BUDGET WORK SESSION

County Manager Heath presented his proposed budget for FY 2022-2023. He will present his budget message at the June 6, 2022 Regular Meeting. A public hearing will be held on June 20, 2022 during a Special Called Meeting so that the Board may officially adopt the FY 2022-2023 budget.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting.

Wallace E. Nelson, Chairman

Deputy Clerk to the Board

May 31, 2022

Tax Refunds: (Perquimans County)

TMA Transport LLC	\$207.94
Vehicle sold; 9-month refund	
Account#: 648826340	

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 16, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Sarah Ownley
POSITION: Income Maintenance Caseworker II
*** Ms. Ownley is not fully qualified for the IMC II position therefore, she will be classified as an IMC I working against the II position for a year.

SOC.: SEC. NO.:
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE: June 1, 2022
GRADE: 61 STEP: 3 SALARY: \$ 31,380.

ENDING DATE OF PROBATIONARY PERIOD:
CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:
Date: GRADE: STEP: SALARY: \$

DEPARTMENT RECOMMENDATION

Susan M Chaney

DATE: May 16, 2022

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 5/16/22

FINANCE OFFICER

DATE: _____

COPY Revised 7/05

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: May 16, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Humnicutt, Clerk to the Board
Casey Winn, Human Resources

From: Susan Chaney, Social Services Director *Susan Chaney*

Subject: New Social Service's Employee

Perquimans County Department of Social Services has offered the Income Maintenance Caseworker II position in the Adult Medicaid unit to Sarah Ownley, and she has accepted the position. Ms. Ownley is not fully qualified for the IMC II position, therefore, she will be classified as an IMC I working against the II position for a year. She will be a Grade 61, Step 3 with a salary of \$ 31,380.00 annually. Her beginning employment date is June 1, 2022.

An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Macey Stockwell _____

SOC. SEC. NO.: _____

POSITION: Admin Assistant _____

DEPT.: Sheriff's Office _____

◆ NEW EMPLOYEE EFFECTIVE DATE: 6-1-2022

GRADE: 60 STEP: 2 SALARY: \$29,314

ENDING DATE OF PROBATIONARY PERIOD: 5-31-2023

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Shelton White

Frank Heath

DATE: 5-5-22

DATE: 5/9/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 23, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Cheyenne Umphlette SOC. SEC. NO.: _____

POSITION: Non-Certified Telecommunicator PT Fill-In DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: May 1, 2022

GRADE: 60 STEP: 1 SALARY: \$13.75 per hour

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

[Signature]
DATE: 5/1/22

COUNTY MANAGER APPROVAL

[Signature]
DATE: 5/23/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 23, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jennifer Feltner SOC. SEC. NO.: _____

POSITION: Non-Certified Telecommunicator PT - Fill-In DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: May 1, 2022

GRADE: 60 STEP: 1 SALARY: \$13.75 per hour

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION
[Signature]
DATE: 5/1/22

COUNTY MANAGER APPROVAL
[Signature]
DATE: 5/23/22

FINANCE OFFICER

DATE: _____

COPY

Revised 7/05

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 23, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Makayla Williams SOC. SEC. NO.: _____

POSITION: Non-Certified Telecommunicator - PT Fill-In DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: May 1, 2022

GRADE: 60 STEP: 1 SALARY: \$13.75 per hour

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

[Signature]
DATE: 5/1/22

COUNTY MANAGER APPROVAL

[Signature]
DATE: 5/23/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 5/31/2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Chris Wharton SOC. SEC. NO.: _____

POSITION: Water Plant Operator DEPT.: Water

NEW EMPLOYEE EFFECTIVE DATE: June 1, 2022

GRADE: 64 STEP: 18 SALARY: \$ 51,648

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION
[Signature]
DATE: 5/18/2022

COUNTY MANAGER APPROVAL
[Signature]
DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 31, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Zackery Huggins

SOC. SEC. NO.: _____

POSITION: Paramedic/ Full Time

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: July 1st, 2022

GRADE: 68 STEP: 1 SALARY: \$20.14/ Hourly

ENDING DATE OF PROBATIONARY PERIOD: July 1st, 2023

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

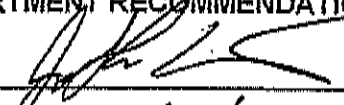
_____ DATE OF EMPLOYEE RESIGNATION
Date


_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL


DATE: 5/31/2022


DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 31st, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Heather Miller

SOC. SEC. NO.: _____

POSITION: Paramedic Shift Supervisor

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: July 1st, 2022

GRADE: 70 STEP: 3 SALARY: \$23.09 Hourly

ENDING DATE OF PROBATIONARY PERIOD: July 1st, 2023

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE-NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 5/31/2022

[Signature: Frank Heath]
DATE: 5/31/22

FINANCE OFFICER

COPY

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 31, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Sean Tripp

SOC. SEC. NO.: _____

POSITION: Paramedic Full Time

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: July 1st, 2022

GRADE: 68 STEP: 1 SALARY: \$20.14/ Hourly

ENDING DATE OF PROBATIONARY PERIOD: July 1st, 2022³

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION _____

COUNTY MANAGER APPROVAL _____

[Signature]
DATE: 5/31/2022

[Signature]
DATE: 5/31/22

FINANCE OFFICER _____

DATE: _____

COPY

May 16, 2022

Sheriff Shelby White

Perquimans County Sheriff's Office

Dear Sheriff White:

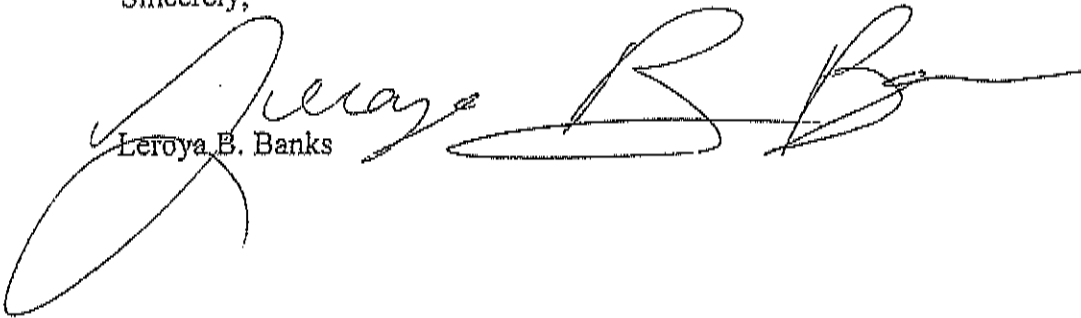
Please accept this letter as my two week formal notice of resignation as Deputy Sheriff at Perquimans County Sheriff's Office; my last date of full-time employment will be May 30, 2022. This decision was not easy to make, these past two years has been very rewarding. I am very thankful and appreciative of the many opportunities you have given me while being an employee. Due to those opportunities and experiences, other opportunities have opened up for me.

I do hope that my dedication, honesty, and reputation will allow you to consider me for employment in the near future if needed.

Thank you for all that you've done during my time here at Perquimans County Sheriff's Office, it has been a pleasure working for this county under your leadership.

Sincerely,

Leroya B. Banks

A handwritten signature in black ink, appearing to read "Leroya B. Banks". The signature is fluid and cursive, with a large loop at the beginning and a long horizontal stroke at the end.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 5-17-22

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Leroya Banks

SOC. SEC. NO.: _____

POSITION: Part time Deputy

DEPT.: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: May 31, 2022

GRADE: 65 STEP: 2 SALARY: \$36,531 (\$16.91/hr)

ENDING DATE OF PROBATIONARY PERIOD: N/A

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION
[Signature]
DATE: 5-16-22

COUNTY MANAGER APPROVAL
[Signature]
DATE: 5/17/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 10, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Denise A. Stallings
POSITION: Income Maintenance Caseworker II

SOC.: SEC. NO.:
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION: May 18, 2022

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:

Date: GRADE: STEP: SALARY: \$

DEPARTMENT RECOMMENDATION

Suzan Chaney

DATE: May 10, 2022

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 5/11/22

FINANCE OFFICER

DATE: _____

COPY

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 - FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: May 10, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Casey Winn, Human Resources

From: Susan Chaney, Social Services Director

Susan Chaney

Subject: Employee Resignation

Perquimans County Department of Social Services has received the attached letter of resignation from Denise Stallings. Her resignation is effective May 18, 2022. An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Kendall Miller SOC. SEC. NO.: _____

POSITION: Non-Certified Telecommunicator DEPT.: 911 Communications

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 60 STEP: 1 SALARY: \$13.75/hr

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

05/19/2022 DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: _____ STEP: _____ SALARY: _____
Date

THE ABOVE-NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE: 5/31/2022

DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 5/25/22

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Tiara Riddick-Hinton
POSITION: Income Maintenance Caseworker III

SOC.: SEC. NO.: 4155
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:
GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:
CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION: May 31, 2022

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:
Date: GRADE: STEP: SALARY: \$

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Suzan M Chaney

Frank Heath

DATE: May 25, 2022

DATE: 5/26/22

FINANCE OFFICER

DATE: _____

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 - FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: May 25, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Casey Winn, Human Resources

From: Susan Chaney, Social Services Director



Subject: Social Service's Employee Resignation

Perquimans County Department of Social Services employee, Tiara Riddick-Hinton has submitted her resignation. Her last date of employment is May 31, 2022.

An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 27, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Sherry Schrodt
POSITION: Social Worker III

SOC.: SEC. NO.:
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:

Date: 6/1/2022 GRADE: 69 STEP: 5 SALARY: \$ 46,857.00

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Suzan Chaney

Frank Heath

DATE: May 27, 2022

DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 - FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: May 27, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Rebecca Corprew, Fiscal Officer

From: Susan Chaney, Social Services Director *Susan Chaney*

Subject: Social Service's Employee Step Raise

I am recommending that Perquimans County Department of Social Services employee, Sherry Schrodt receive a step raise effective June 1, 2022. She will be classified as a Grade 69, Step 5.

An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 27, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Julie Shreckengast
POSITION: Income Maintenance Caseworker II

SOC.: SEC. NO.:
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:
GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:
CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:
Date: 6/1/2022 GRADE: 63 STEP: 2 SALARY: \$ 33,453.00

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Susan Chaney

Frank Heath

DATE: May 27, 2022

DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES

P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD

Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 – FAX 426-1240

DIRECTOR

Susan M. Chaney

MEMORANDUM

Date: May 27, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Rebecca Corprew, Fiscal Officer

From: Susan Chaney, Social Services Director

Susan Chaney

Subject: Social Service's Employee Step Raise

I am recommending that Perquimans County Department of Social Services employee, Julie Shreckengast receive a step raise effective June 1, 2022. She will be classified as a Grade 63, Step 2.

An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: May 27, 2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Joe Ann White
POSITION: Social Worker III

SOC.: SEC. NO.:
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:
GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:
CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date
GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

DATE OF EMPLOYEE RESIGNATION:

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP/MERIT RAISE:
Date: 6/1/2022 GRADE: 69 STEP: 7 SALARY: \$ 49,201.00

DEPARTMENT RECOMMENDATION

Suzan M. Chaney

DATE: May 27, 2022

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 5/31/22

FINANCE OFFICER

DATE:

COPY

PERQUIMANS COUNTY
DEPARTMENT OF SOCIAL SERVICES
P.O. BOX 107
Hertford, North Carolina 27944

SOCIAL SERVICES BOARD
Terissa J. Blanchard, Chair
Brenda Dillard
Charles Woodard

252-426-7373 -- FAX 426-1240

DIRECTOR
Susan M. Chaney

MEMORANDUM

Date: May 27, 2022

To: Frank Heath, County Manager
Tracy Mathews, County Finance
Mary Hunnicutt, Clerk to the Board
Rebecca Corprew, Fiscal Officer

From: Susan Chaney, Social Services Director *Susan Chaney*

Subject: Social Service's Employee Merit Raise

I am recommending that Perquimans County Department of Social Services employee, Joe Ann White receive a merit raise effective June 1, 2022. She will be classified as a Grade 69, Step 7.

An Employee Action Form is attached.

If you have any questions, please do not hesitate to contact me at 426-7373, ext. 128.

Perquimans County's Vision

To be a community of opportunity in which to live, learn, work, prosper and play.

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Russell Gray III _____

SOC. SEC. NO.: _____

POSITION: Deputy _____

DEPT.: Sheriff's Office _____

NEW EMPLOYEE EFFECTIVE DATE: _____
GRADE: _____ STEP: _____ SALARY: _____
ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 65 ___ STEP: 2 ___ SALARY: \$36,531 _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

◆ 6-1-22 _____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: 65 ___ STEP: 3 ___ SALARY: \$37,421 _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBA-
Date TIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION
Shelton White
DATE: 5-5-22

COUNTY MANAGER APPROVAL
Frank Heath
DATE: 5/9/22

FINANCE OFFICER

DATE: _____

COPY Revised 7/05

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 5-31-2022

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: TASHARA GRAMBY

SOC. SEC. NO.: _____

POSITION: TAX COLLECTION CLERK

DEPT.: TAX

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 5B STEP: 4 SALARY: \$28,186

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

6/1/22 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: 5B STEP: 5 SALARY: \$28,874

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Bill Jennings

Frank Heath

DATE: 5-31-2022

DATE: 5/31/22

FINANCE OFFICER

DATE: _____

COPY

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 36

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 6TH DAY OF JUNE, 2022, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2021 - 2022 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	115,958	
10-610-198	DSS - Low Income Energy Assistance	115,958	
EXPLANATION: To amend FY 21/22 budget to include additional LIEAP funds as approved by the State.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 6TH DAY OF JUNE, 2022.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 6TH DAY OF JUNE, 2022.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 37

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 6TH DAY OF JUNE, 2022, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2021 - 2022 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	State Grants - Emergency Management	10,260	
10-530-340	EM - HSGP Grant	10,260	
EXPLANATION: To amend FY 21/22 budget to include HSGP Grant funds			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, 6TH DAY OF JUNE, 2022.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 6TH DAY OF JUNE, 2022.

 Chairman, Board of Commissioners

 Finance Officer

Re: Coastal Resources Advisory Committee (CRAC) Nominations Solicitation

Frank Heath <frankheath@perquimanscountync.gov>

Tue 3/29/2022 5:42 PM

To: Owens, Charlan <charlan.owens@ncdenr.gov>

Cc: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Charlan-

Due to an unsustainable number of other meetings and obligations, I will not be able to continue to serve on the CRAC. I appreciate the opportunity but want to make sure the Commission is adequately represented. Thanks to you and the CRC for the opportunity. Take care,

W. Frank Heath, III MPA, Perquimans County Manager
128 N. Church Street
Hertford, NC 27944
(252)426-8484

Perquimans County's Vision: To be a community of opportunity in which to live, learn, work, prosper and play.

From: Owens, Charlan <charlan.owens@ncdenr.gov>

Sent: Tuesday, March 29, 2022 3:07 PM

Subject: Coastal Resources Advisory Committee (CRAC) Nominations Solicitation

Hello everyone,

This email is being sent to local government managers in the Division of Coastal Management's northern area.

The Coastal Resources Commission (CRC) is seeking nominees to the Coastal Resources Advisory Committee (CRAC). See ATTACHMENTS and email below for details.

Nominations are due by **April 30, 2022**.

Charlan Owens, AICP, District Planner
Division of Coastal Management
North Carolina Department of Environmental Quality
252 264-3901 office
252 331-2951 fax
charlan.owens@ncdenr.gov
401 South Griffin Street, Suite 300
Elizabeth City, NC 27909

Email correspondence to and from this address is subject to the North Carolina Public Records Law and may be disclosed to third parties.

From: Lopazanski, Mike

Sent: Tuesday, March 29, 2022 1:56 PM

To: Owens, Charlan <charlan.owens@ncdenr.gov>; Love-Adrick, Rachel A <rachel.love-adrick@ncdenr.gov>; Christenbury, Mike <mike.christenbury@ncdenr.gov>

Cc: Miller, Tancred <tancred.miller@ncdenr.gov>; Davis, Braxton C <Braxton.Davis@NCDENR.Gov>; Willis, Angela <angela.willis@ncdenr.gov>

Subject: CRAC Nominations Solicitation

Coastal Resources Advisory Committee members are appointed by the Coastal Resources Commission to serve two-year terms. As it has been some time since the Coastal Resources Commission (CRC) has last considered appointments, the CRC Chair is requesting that local governments in the coastal area submit nominations to serve on the Council. § 113A-105 of the NC Coastal Area Management Act (CAMA) authorizes the Advisory Council (attached). Please forward this email and attachments to the town and county managers in your districts.

Please note new phone number

Mike Lopazanski, Deputy Director
N.C. Department of Environmental Quality
Division of Coastal Management
252-515-5431
Mike.Lopazanski@ncdenr.gov

RE: Board Appointments for June, 2022

Michelle Lawrence <mlawrence@pettigrewlibraries.org>

To: Mary Hunnicutt

Tue 5/3/2022 11:36 AM

Good morning, Mrs. Hunnicutt,

I know that neither will be able to continue on the board at this time. I am searching for two new members.

Thank you,
Michele

From: Mary Hunnicutt [mailto:mhunnicutt@perquimanscountync.gov]**Sent:** Tuesday, May 3, 2022 10:10 AM**To:** Michelle Lawrence <mlawrence@pettigrewlibraries.org>**Subject:** Board Appointments for June, 2022

In order to give you plenty of time to respond, I am notifying you that the following Local Library Board appointments are due to expire on June 30, 2022:

Member Name	Board Name	Term	Appt	Expire
McNaught, Ruth	Local Library Board	4 yrs.	7/1/2018	6/30/2022
Spellman, Anisha	Local Library Board (completes A Aples term)	4 yrs.	4/1/2021	6/30/2022

Please let me know by Tuesday, May 31, 2022, at 9:00 a.m. if these individuals can be reappointed at our June Commissioners meeting.

Thank you for your assistance in this matter.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

STATEMENT OF INTEREST TO SERVE

If you are a Perquimans County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Perquimans County Board of Commissioners
 c/o Clerk to the Board
 P.O. Box 45
 Hertford, NC 27944

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

- 1. Sr. Center Bd. chair
- 2. Library Bd.
- 3. _____
- 4. _____

Your full name Frank W. Heath
 Date of Birth 5/9/55
 Mailing Address 112 E. Long Paddy Rd.
 City and Zip Code Hertford NC 27944-17800
 Home Phone X Work Phone X Cell Phone 252-457-7921
 Current Job Title retired from Elizabeth City P.Co. Schools
 Company or Agency _____
 Email Address fheath6@gmail.com

Do you live in the county? Yes No

Please list the name of your Township Dusarts Neck / Near Hope
 (This information can be obtained from the Tax Office at (252) 426-7010)

Educational Background Ed.S. degree in Ed. Policy and Administration from UVA MA Biology and Ed. from App. State, BA Biology from UNC-Chapel Hill.
 Work Experience 38 yrs. teaching science and school admin.

Prior Board/Committee Experience United Way, School Foundation, Sr. Center

This "Statement of Interest to Serve" will remain active for two (2) years from date received in the County Manager's Office.

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences as set forth by the by-laws or rules for that Board.

Frank W. Heath
 Signature

5/3/22
 Date


Please feel free to attach a resume or additional information if so desired.

Perquimans County Library board application

Michelle Lawrence <mlawrence@pettigrewlibraries.org>

Tue 5/3/2022 1:08 PM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

 1 attachments (1 MB)

Heath Board application0001.pdf;

Hi Mrs. Hunnicutt,

I've received one application already, which I've attached. I hope to have another soon.

Mr. Heath (no relation) is very highly qualified and I am happy to recommend his appointment to our board.

Thank you,

Michele Lawrence
Librarian
Perquimans County Library
514 S Church Street
Hertford, NC 27944
(252) 426-5319

STATEMENT OF INTEREST TO SERVE

If you are a Perquimans County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Perquimans County Board of Commissioners
 c/o Clerk to the Board
 P.O. Box 45
 Hertford, NC 27944

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

1. Library Board 3. _____
 2. _____ 4. _____

Your full name Judith RAE Aguilar

Date of Birth 02/11/1952

Mailing Address 1105 Pine Point Rd, Hertford, NC 27944

City and Zip Code _____

Home Phone _____ Work Phone _____ Cell Phone 252-562-5648

Current Job Title Retired

Company or Agency _____

Email Address _____

Do you live in the county? Yes No

Please list the name of your Township _____

(This information can be obtained from the Tax Office at (252) 426-7010)

Educational Background BBA Management, GA State University, Atlanta, GA

Work Experience 12 years with the Food and Drug Admin
25 years with the Centers for Disease Control and Prevention

Prior Board/Committee Experience Gateway Community Health Center BOD
Perquimans Arts League, Friends of the Library,
CDC Federal Credit Union BOD

This "Statement of Interest to Serve" will remain active for two (2) years from date received in the County Manager's Office.

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences as set forth by the by-laws or rules for that Board.

Judith RAE Aguilar
 Signature

5/27/22
 Date

Please feel free to attach a resume or additional information if so desired.

Library board application

Michelle Lawrence <mlawrence@pettigrewlibraries.org>

Tue 5/31/2022 2:58 PM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

 1 attachments (3 MB)

J Aguilar0001.pdf;

Good afternoon, Mrs. Hunnicutt,

I have attached an application for our library board vacancy. Mrs. Aguilar is a longtime library user and I think she would be a great asset to our board.

Thank you,

Michele Lawrence
Librarian
Perquimans County Library
514 S Church Street
Hertford, NC 27944
(252) 426-5319

Re: Board Appointments for June, 2022

Amanda Layden

To: Mary Hunnicutt

Thu 5/26/2022 8:09 AM

Good morning,

I just talked to Virginia Harvey and she said she does not want to stay on the board. What should I do now? Contact the Town of Winfall and ask for someone else?

Amanda Layden

Administrative Assistant

Perquimans County Recreation Department

310 Granby Street/PO Box 538

Hertford, NC 27944

Phone: (252)426-5695

Fax: (252)426-7684

From: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Sent: Wednesday, May 25, 2022 4:50 PM

To: Amanda Layden <Alayden@perquimanscountync.gov>

Subject: Re: Board Appointments for June, 2022

Mandy, have you heard anything from Virginia Harvey? I will need to know something by Tuesday, May 31st.\

Thanks

Mary

From: Amanda Layden <Alayden@perquimanscountync.gov>

Sent: Monday, May 23, 2022 8:59 AM

To: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>

Subject: Re: Board Appointments for June, 2022

Debbie Reed and Martina McLenney would like to continue to serve on the board. I am waiting to hear back from Virginia Harvey.

Amanda Layden

Administrative Assistant

Perquimans County Recreation Department

310 Granby Street/PO Box 538

Hertford, NC 27944

Phone: (252)426-5695

Fax: (252)426-7684

Re: Social Services Board

From: woodardsrx@inteliport.net <woodardsrx@inteliport.net>
Sent: Tuesday, May 3, 2022 10:53 AM
To: Mary Hunnicutt <mhunnicut@perquimanscountync.gov>
Subject: Re: Social Services Board

Ms. Mary,

Charles said that he would continue to serve.

Thanks,
Pam Parker for
Charles Woodard

On 2022-05-03 10:22, Mary Hunnicutt wrote:

Charles, your term on the Social Services Board is due to expire on June 30th. Do you wish to continue to serve?

Thanks.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicut@perquimanscountync.gov

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work,
prosper and play.

Re: Tourism Development Authority

Stacey Layden <tourismdirector@visitperquimans.com>

To: Mary Hunnicutt

Tue 5/31/2022 1:58 PM

Steve McDonald would like to be reappointed.

Sent from my iPhone

On May 25, 2022, at 4:52 PM, Mary Hunnicutt <mhunnicutt@perquimanscountync.gov> wrote:

Stacey, any word on the reappointment of Steve McDonald to the TDA Board? I need to know something by Tuesday, May 31, 2022.

Thanks.

Mary

On Tue, May 3, 2022 at 10:26 AM Mary Hunnicutt <mhunnicutt@perquimanscountync.gov> wrote:

In order to give you plenty of time to respond, I am notifying you that the following Tourism Development Authority member appointment is due to expire on June 30, 2022:

Member Name	Board Name	Term	Appt	Expire
McDonald, Stephen	Tourism Development Authority (Industry Rep)	2 yrs.	7/1/2020	6/30/2022

Please let me know by Tuesday, May 31, 2022, at 9:00 a.m. if this individual can be reappointed at our June Commissioners meeting.

Thank you for your assistance in this matter.

Mary P. Hunnicutt
 Clerk to the Board
 Perquimans County
 P.O. Box 45
 Hertford, NC 27944
 Phone: (252) 426-8484
 Fax: (252) 426-4034
 E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

Perquimans County NC DPS - Community Programs - County Funding Plan

Available Funds: \$ 77,485 Local Match: \$ 8,820 Rate: 10%

DPS/JCPC funds must be committed with a Program Agreement submitted in NC Allies and electronically signed by authorized officials.

#	Program Provider	DPS/JCPC Funding	LOCAL FUNDING			OTHER	OTHER	Total	% Non-DPS/JCPC Program Revenues
			County Cash Match	Local Cash Match	Local In-Kind	State/Federal	Funds		
1	Perquimans County Schools-Teen Court, Community Service Restitution, STOP	\$77,485			\$8,820			\$86,305	10%
2									
3									
4									
5									
6									
7									
8									
9									
10									
11									
12									
13									
14									
15									
16									
17									
18									
TOTALS:		\$77,485			\$8,820			\$86,305	10%

The above plan was derived through a planning process by the Perquimans County Juvenile Crime Prevention Council and represents the County's Plan for use of these funds in FY 2022-2023.

Amount of Unallocated Funds _____

Amount of funds reverted back to DPS _____

Discretionary Funds added _____

check type Initial in update final

---DPS Use Only---

Reviewed by _____	Area Consultant	Date _____
Reviewed by _____	Program Assistant	Date _____
Verified by _____		Date _____

Shelton M. H. A. 5-13-22
 Chairperson, Juvenile Crime Prevention Council (Date)

David Matthews
 Chairperson, Board of County Commissioners
 or County Finance Officer (Date)

Designated State Office Staff	Date
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JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

G.S. 143B-853 allows for a 2-year funding cycle for programs that meet the requirements of the statute and have been awarded funds in a prior funding cycle. Indicate below if the JCPC plans to allow for a 1-year or 2-year funding cycle.

2-Year Funding: FY 2021-2022 and FY 2022-2023

Membership

- A. Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? Yes
 - B. Are members appointed for two-year terms and are those terms staggered? Yes
 - C. Is membership reflective of social-economic and racial diversity of the community? Yes
 - D. Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? No
- If not, which positions are vacant and why?
 Two persons under the age of 21, or member of the public representing the interests of families of at-risk youth. Will work to seek youth for the upcoming school year.

Organization

- A. Does the JCPC have written Bylaws? Yes
- B. Bylaws are On file
- C. Bylaws contain Conflict of Interest section per JCPC policy and procedure. Yes
- D. Does the JCPC have written policies and procedures for funding and review? Yes
- E. These policies and procedures On file
- F. Does the JCPC have officers and are they elected annually? Yes

Meetings

- A. JCPC meetings are considered open and public notice of meetings is provided. Yes
- B. Is a quorum defined as the majority of membership and required to be present in order to conduct business at JCPC meetings? Yes
- C. Does the JCPC meet six (6) times a year at a minimum? Yes
- D. Are minutes taken at all official meetings? Yes
- E. Are minutes distributed prior to or during subsequent meetings? Yes

Planning

- A. Does the JCPC conduct a biennial planning process which includes a needs assessment, monitoring of programs and funding allocation process? Yes
- B. Is this Biennial Plan presented to the Board of County Commissioners and to DPS? Yes
- C. Is the Funding Plan approved by the full council and submitted to Commissioners for their approval? Yes

Public Awareness

- A. Does the JCPC communicate the availability of funds to all public and private non-profit agencies which serve children or their families and to other interested community members? Yes
 RFP, Distribution List, and Advertisement attached
- B. Does the JCPC complete a biennial needs assessment and make that information available to agencies which serve children or their families, and to interested community members? Yes

No Overdue Tax Debt

- A. As recipient of the county DPS JCPC allocation, does the County certify that it has no overdue tax debts, as defined by N.C.G.S. §105-243.1, at the Federal, State, or local level? Yes

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Briefly outline the plan for correcting any areas of standards non-compliance.
The council continues to work to fill vacant positions.

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Instructions: N.C.G.S. § 143B-846 specifies suggested members be appointed by county commissioners to serve on local Juvenile Crime Prevention Councils. In certain categories, a designee may be appointed to serve. Please indicate the person appointed to serve in each category and his/her title. Indicate appointed members who are designees for named positions. Indicate race and gender for all appointments.

Specified Members	Name	Title	Designee	Race	Gender
1) School Superintendent or designee	James Bunch	Assistant Superintendent	<input checked="" type="checkbox"/>	White	Male
2) Chief of Police or designee					
3) Local Sheriff or designee	Shelby White	Sheriff		White	Male
4) District Attorney or designee	Kyle Jones	Assistant DA	<input checked="" type="checkbox"/>	White	Male
5) Chief Court Counselor or designee	Ed Hall	Chief Court Counselor		Black or African-American	Male
6) Director, Local Management Entity/ Managed Care Organization (LME/MCO), or designee	Tracey Webster	System of Care Coordinator, Trillium	<input checked="" type="checkbox"/>	Black or African-American	Female
7) Director DSS or designee	Angela Jordan	CPS/APS Supervisor	<input checked="" type="checkbox"/>	Black or African-American	Female
8) County Manager or designee	Frank Heath	Manager		White	Male
9) Substance Abuse Professional	Tonya Johnson	Uplift Comprehensive		Black or African-American	Female
10) Member of Faith Community	Wonder Lewis	Pastor		Black or African-American	Female
11) County Commissioner	Joseph Hoffer	County Commissioner		Black or African-American	Male
12) A Person Under the Age of 21					
13) A Person Under the Age of 21, or a member of the public representing the interests of families of at-risk juveniles					
14) Juvenile Defense Attorney	Brandon Belcher	Attorney		White	Male
15) Chief District Judge or designee	Hon. Meader Harries	District Court Judge		White	Male
16) Member of Business Community	Dee Spruce	ARPC		White	Female
17) Local Health Director or designee	Molly Brown	Triple P Coord.	<input checked="" type="checkbox"/>	White	Female
18) Rep. United Way/other non-profit	Kelly Hoeltzel	Community Care Manager		White	Female
19) Representative/Parks and Rec	Howard Williams	Director		White	Male
20) County Commissioner appointee	Dr. Kanika Griffin	CAO-Student Services		Black or African-American	Female
21) County Commissioner appointee	Eva Anderson	Court Counselor Supervisor		Black or African-American	Female
22) County Commissioner appointee	Michelle Lawrence	Librarian		White	Female
23) County Commissioner appointee	Shatasha Miller	Youth Development Coordinator		Black or African-American	Female
24) County Commissioner appointee	Tammy Miller-White	Dean of Students-ALC		Black or African-American	Female

JUVENILE CRIME PREVENTION COUNCIL CERTIFICATION STANDARDS

Specified Members	Name	Title	Designee	Race	Gender
25) County Commissioner appointee					
26) County Commissioner appointee					



**PERQUIMANS COUNTY
BOARD OF COMMISSIONERS**

IV.H.1. - Page 1
WALLACE E. NELSON
CHAIRMAN
FONDELLA A. LEIGH
VICE CHAIR
**THELMA FINCH-
COPELAND**
JOSEPH W. HOFFLER
T. KYLE JONES
CHARLES WOODARD
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

**RESOLUTION IN SUPPORT OF THE CONSTRUCTION OF
THE MID-CURRITUCK BRIDGE AND ITS CONTINUED
INCLUSION IN THE STATE TRANSPORTATION
IMPROVEMENT PLAN**

WHEREAS, the Mid-Currituck Bridge project has been in the development process for over thirty years; and

WHEREAS, the Outer Banks of North Carolina generates substantial revenue for the State of North Carolina, particularly through tourism, and also serves a role as an ambassador area for the State by introducing hundreds of thousands of visitors from all over the United States and the world to the many wonders of North Carolina; and

WHEREAS, this revenue and the goodwill that visitors feel towards the Outer Banks and North Carolina is tested annually through frustrations attributed directly to traffic congestion; and

WHEREAS, the purpose of the Mid-Currituck Bridge is to substantially improve traffic flow on the project area's thoroughfares, i.e. NC 12 and US 158, substantially reduce travel time for persons traveling between the Currituck County mainland and the Currituck County Outer Banks, and to substantially reduce the hurricane clearance time for residents and visitors who use US 158 and NC 168 during coastal evacuation; and

WHEREAS, building the Mid-Currituck Bridge will reduce congestion and alleviate delays, thus promoting and enhancing economic development, while bolstering the tourism industry; and

WHEREAS, alternatives to the Mid-Currituck Bridge project have been studied thoroughly and have been rejected in favor of the Mid-Currituck Bridge; and

WHEREAS, in recognition of the viability and need of the Mid-Currituck Bridge, the North Carolina Department of Transportation has demonstrated a commitment to construction of the bridge by placing it in the State Transportation Improvement Plan based on the agency's prioritization process and strong support by local municipalities and the Albemarle Rural Planning Organization; and

WHEREAS, the US District Court for the Eastern District of North Carolina ruled in December 2021 that NCDOT and the Federal Highway Administration have complied with all applicable federal laws and regulations in planning for the bridge; and

WHEREAS, the court's decision properly affirms the project's compliance with the federal National Environmental Policy Act; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS, PERQUIMANS COUNTY, NORTH CAROLINA, THIS 6th DAY OF JUNE, 2022, that it supports the Mid-Currituck Bridge project and advocates for advancement of this crucial project and its continued inclusion as a funded project in the State Transportation Improvement Plan.

Adopted this 6th day of June, 2022.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to Board

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

Email address	ccso279@yahoo.com
Name of the event	Forth of July Celebration
Date of the event	Jul 04, 1922
Application Date	May 26, 1922
Individual/Organizing Body requesting special event	Albemarle Plantation p.o.a.
Person Responsible - Name	Tara Taylor, p.o.a. gm
Person Responsible - Cell Phone	252 455-1688
Person Responsible - Email Address	tara.taylor@albemarleplantation.com
Person Responsible - Address	371 Albemarle Blvd, Hertford, NC27944
Secondary Contact - Name - Cell Phone	252 426-2985
Organizing Body - Address (if different than person responsible)	371 Albemarle Blvd., Hertford NC 27944
Set up time	6:00 PM
Event time	9:15 PM
Breakdown time	9:45 PM
Purpose and brief description of the event (note if multiple days)	15 minute Fireworks display
Location(s)	Albemarle Plantation Clubhouse
Approximate number of attendees	500
I would like more information about the	Pyrotechnics Permit

**STATE OF NORTH CAROLINA
COUNTY OF CHOWAN & COUNTY OF PERQUIMANS
INTERLOCAL AGREEMENT FOR BACKUP PSAP**

This Agreement, made this 6th day of June 2022, by and between the County of Chowan (herein Chowan) and the County of Perquimans (herein Perquimans), for the purpose of ensuring a functional Backup Public Safety Answering Point (PSAP) for both parties;

WITNESSETH:

WHEREAS, Chowan and Perquimans are both bodies corporate and political existing pursuant to the laws of the State of North Carolina; and

WHEREAS, Chowan and Perquimans are currently engaged in operating and maintaining respective county-wide "911 communications system"; and

WHEREAS, Chowan and Perquimans are desirous of ensuring that any citizen utilizing the "Emergency 911" system in Chowan County or Perquimans County have their call answered as promptly and efficiently as possible; and

WHEREAS, during times of natural disaster and other unpredictable events, a county's 911 communications system may be temporarily disabled; and

WHEREAS, each party hereto recognizes the economy and benefits of utilizing the other's 911 emergency communications system temporarily and facilities for a longer term; and

WHEREAS, the parties desire to set forth in this Agreement the terms by which Chowan and Perquimans may utilize the other's 911 emergency communications centers for the benefit of the people of Chowan and Perquimans Counties; and

NOW, THEREFORE, in consideration of the terms, conditions, and covenants expressed therein, the parties agree as follows:

1. PURPOSE OF AGREEMENT

The purpose of this Agreement is to confirm the understanding of the parties' responsibilities and obligations whereby Chowan utilizes Perquimans as its Backup 911 Center, currently located at 159 Creek Drive in Hertford, NC, during such times as Chowan may experience failure of its primary 911 Center, and Perquimans utilizes Chowan as its Backup 911 Center currently located at 305 West Freemason Street in Edenton, NC, during such times as Perquimans may experience failure of its primary 911 Center, subject to the terms of this Agreement as set forth below.

2. RESPONSIBILITIES OF CHOWAN

2.1 Chowan agrees to provide a physical location for placement and use of equipment needed for Perquimans to function as their 911 Center. Chowan agrees to provide enough space for three (3) workstations.

2.2 Chowan agrees to provide antenna space for Perquimans to install necessary radio equipment.

2.3 Chowan agrees to provide space in its recording system to capture all Perquimans telephone and radio traffic during a Perquimans failure at Perquimans' expense.

2.4 Chowan agrees to provide data connectivity (internet) at the Chowan location for Perquimans data use.

2.5 Chowan agrees to maintain its 911 Center facility operationally functional and up to date as possible.

2.6 Chowan agrees to provide key or other methods of access to Perquimans so that Perquimans will have access should a failure occur in Perquimans.

2.7 Chowan agrees to give the Perquimans 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to operate within the Perquimans facility.

2.8 Chowan agrees to process all Perquimans calls during a catastrophic failure until which time Perquiman's personnel can reach the backup 911 Center and resume operations.

2.9 Chowan agrees to work with Perquimans to help train Perquimans telecommunicators in dispatch methods for Chowan.

2.10 Chowan agrees to keep confidential any information received, held or transmitted which is defined as confidential under state or federal law.

3. RESPONSIBILITIES OF PERQUIMANS

3.1 Perquimans agrees to provide a physical location for placement and use of equipment needed for Chowan to function as their 911 Center. Perquimans agrees to provide enough space for three (3) workstations.

3.2 Perquimans agrees to provide antenna space for Chowan to install necessary radio equipment.

3.3 Perquimans agrees to provide space in its recording system to capture all Chowan telephone and radio traffic during a Chowan failure at Chowan's expense.

3.4 Perquimans agrees to provide data connectivity (internet) at the Perquimans location for Chowan data use.

3.5 Perquimans agrees to maintain its 911 Center facility operationally functional and up to date as possible.

3.6 Perquimans agrees to provide key or other methods of access to Chowan so that Chowan will have access should a failure occur in Chowan.

3.7 Perquimans agrees to give the Chowan 911 Director as much advance notice as practicable under the then existing circumstances of its need and intent to operate within the Chowan facility.

3.8 Perquimans agrees to process all Chowan calls during a catastrophic failure until which time Chowan personnel can reach the backup 911 Center and resume operations.

3.9 Perquimans agrees to work with Chowan to help train Chowan telecommunicators in dispatch methods for Perquimans.

3.10 Perquimans agrees to keep confidential any information received, held or transmitted which is defined as confidential under state or federal law.

4. GOVERNING LAW

This Agreement shall be governed by and construed in accordance with the internal laws of the State of North Carolina, without reference to any conflict or choice of laws provision which would operate to make the internal laws of any other jurisdiction applicable.

5. WARRANTY

The parties hereto warrant and represent that they have full authority under applicable law to participate fully in this Agreement and all of its several provisions.

6. MODIFICATION

This Agreement shall only be modified, amended or supplemented, by a written instrument signed by both parties to this Agreement.

7. SEVERABILITY

If any provision, paragraph or subparagraph of this Agreement is adjudged by any court of law to be void or unenforceable, in whole or in part, such adjudication shall not be deemed to affect the validity of the remainder of the Agreement, including any provision, paragraph, or subparagraph. Each provision, paragraph and subparagraph of this Agreement is declared to be separate from every other provision, paragraph and subparagraph and constitutes separate and distinct covenant.

8. HEADINGS

The headings in this Agreement are inserted for convenience only and shall not be considered in interpreting the provisions hereof.

9. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties with respect to the subject matter hereof. This Agreement supersedes any and all other agreements, whether oral or in writing, between the parties with respect to the subject matter hereof.

10. TERM

The term of this Agreement shall commence upon execution by both parties on July 1, 2022 and will continue for a period of five (5) years.

11. TERMINATION

Either party may terminate this Agreement by delivering to the other party a notice of its intent to terminate twelve months prior to the end of the noticing party's fiscal budget year. However, if either party terminates the Agreement prior to the expiration of the five (5) year term, the terminating party shall reimburse the North Carolina 911 Board based on any funding received by the other party. This reimbursement would be only if repayment is required by the N.C. 911 Board.

12. NOTICES

All notices shall be given in writing and sent registered or certified mail, return receipt requested, and shall be addressed as follows:

Chowan County Sheriff
PO Box 78
Edenton, NC 27932

Perquimans County Emergency Services Director
PO Box 563
Hertford, NC 27944

13. BINDING EFFECT

This Agreement shall be binding upon and inure to the benefit of the parties and their successors and assigns.

14. NON-DISCRIMINATION

Neither party hereto shall discriminate on the basis of race, religion, creed, color, gender or national origin.

15. OTHER AGREEMENTS

Nothing herein shall prevent either party to this Agreement from entering into other agreements or memoranda of understanding with other counties or local governmental entities in relation to the same subject matter herein.

16. REMEDIES

This Agreement shall be enforceable by each party by all remedies available at law or in equity. Failure or delay to exercise any right, remedy or privilege hereunder shall not operate as a subsequent enforcement.

{SIGNATURES AND ACKNOWLEDGEMENTS ON FOLLOWING PAGE}

IN WITNESS WHEREOF, Chowan and Perquimans have caused this Agreement to be approved or ratified in the manner prescribed by law, and have authorized execution by the officers below.

This instrument has been pre-audited in the manner required by the local government budget and fiscal control act.

Chowan County Finance Officer Date Time

CHOWAN COUNTY

Bob Kirby, Chairman

ATTEST:

Susanne Stallings, Clerk [seal]

NORTH CAROLINA
_____ COUNTY

I, _____, a Notary Public in and for the aforesaid County and State, do hereby certify that _____ (insert name of person attesting above) personally appeared before me this day and acknowledged that she is Clerk of _____ County (for example), a North Carolina municipal corporation, and that by authority duly given and as the act of the County of _____, the foregoing instrument was signed in its corporate name by its Manager, sealed with its corporate seal, and attested by herself as Clerk (if that's the title the one attesting is).

Witness my hand and Notarial Seal, this ____ day of _____, 2022.

My Commission expires: _____

Notary Public

This instrument has been pre-audited in the manner required by the local government budget and fiscal control act.

Perquimans County Finance Officer Date Time

PERQUIMANS COUNTY

Wallace Nelson, Chairman

ATTEST:

Mary Hunnicutt, Clerk [seal]

NORTH CAROLINA
_____ COUNTY

I, _____, a Notary Public in and for the aforesaid County and State, do hereby certify that _____ (insert name of person attesting above) personally appeared before me this day and acknowledged that she is Clerk of _____ County (for example), a North Carolina municipal corporation, and that by authority duly given and as the act of the County of _____, the foregoing instrument was signed in its corporate name by its Manager, sealed with its corporate seal, and attested by herself as Clerk (if that's the title the one attesting is).

Witness my hand and Notarial Seal, this _____ day of _____, 2022.

My Commission expires: _____

Notary Public

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. - A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b).)

FOR
INFORMATION
ONLY
ITEMS

DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY MAY

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
SL CARDWELL SURVEY CLIFTON WINFIELD	X	5-9-2022	X	EXISTIN PARCEL SURVEY 3-0037-00001A 1.08 ACRES
TA STOKELY, PLLC BENJAMIN C & JACQUELINE S HOBBS	X	5-10-2022	X	SUBDIVISION OF 2-0070-0060 1.24 ACRES 2.00 ACRES
ALBEMARLE LAND BONNIE C HERMAN	X	5-10-2022	X	SUBDIVISION OF 1-0029-0042 1.14 ACRES
JOSIAH A WEBB, III KYLE J&RACHEL M PINNER	X	5-18-2022	X	RECOMBINATION 2-0081-0022A 3.13 ACRES, 2-0081-0022B 18.33 ACRES, 2-0081-0022C 3.13 ACRES
JOSIAH A WEBB, III JOAN B RAYBOUR	X	5-18-2022	X	EXISTING PARCEL SURVEY 2-0081-0022B 18.33 ACRES
CHARLES E BROWN, III CAROLE W BAKER, RICHARD M & WILLIAM D WHITE	X	5-19-2022	X	SUBDIVISION OF 1-0022-0074 PARCEL A 3.31 ACRES, PARCEL B 2.53 ACRES
TA STOKELY, PLLC MICHAEL W HURDLE, SR	X	5-23-2022	X	SUBDIVISION OF 5-0033-0035 1.36 ACRES
ROOD LAND SURVEY STALLINGS PROPERTIES, LLC	X	5-27-2022	X	SUBDIVISION 1-0011-0035 2.03 ACRES
Bissell PO Box 1068 Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161		Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste1 Elizabeth City, NC 27909 338-2929		Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hertford, NC 27944 339-6932		Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
				Tony Webb PO Box 381 Ederitor, NC 27932 482-3066

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
JOSIAH A WEBB, III	X	4-4-2022	X	BOUNDARY SURVEY
CHARLES E SANDERS, III	X			5-0034-0066C 24.88 ACRES
JH MILLER JR	X	4-26-2022	X	SUBDIVISION OF 5-0020-0032B
CHRIS FOREHAND				2.00 ACRES
ALBEMARLE LAND SURVEY	X	4-28-2022	X	SURVEY OF EXISTING PARCELS
CS RENEWABLES				4-0063-0006 70.14 ACRES / 4-0063-0006A 5.72 ACRES

<p>Bissell PO Box 1958 Kitty Hawk, NC 27949 (252) 261-3266</p>	<p>S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328</p>	<p>Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161</p>	<p>Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804</p>	<p>Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777</p>
<p>Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581</p>	<p>E. T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913</p>	<p>McKirm & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929</p>	<p>Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781</p>	<p>Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016</p>
<p>Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928</p>	<p>Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795</p>	<p>J H Miller Jr. 166 Cottonwood Drive Hertford, NC 27944 339-6932</p>	<p>Robey 150 US Hwy 158 W East Camden, NC 27921 335-1888</p>	<p>Tony Webb PO Box 381 Edenton, NC 27932 482-3066</p>



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

**PERQUIMANS COUNTY
TAX DEPARTMENT**

Enforced Collections-May 2022

GARNISHMENTS: \$5,093.20

PAYMENT AGREEMENTS: \$15,202.86

DEBT SETOFFS: \$1250.80

Date: May 2022

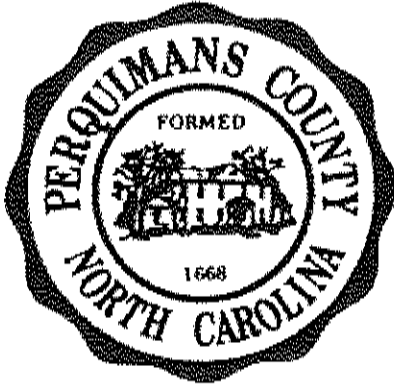
PERQUIMANS COUNTY
OFFICIAL REPORT

Board of Commissioners:
Finance Officer:

Includes report that during May 2022 received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS #	ELECTRICAL PERMITS #	PLUMBING PERMITS #	INSULATION PERMITS #	MECHANICAL PERMITS #	MOBILE HOME #	STATE TAX	MISC	TOTAL DEPOSITED	CREDIT CARD PAYMENT
5/1/2022									\$0	
5/3/2022	\$1,402						\$10		\$1,226	
5/4/2022	\$315						\$10		\$1,562	
5/5/2022									\$205	
5/6/2022									\$420	
5/7/2022									\$150	
5/8/2022									\$150	
5/9/2022									\$0	
5/10/2022	\$150								\$258	
5/11/2022									\$65	
5/12/2022									\$715	
5/13/2022									\$65	
5/14/2022									\$120	
5/15/2022									\$0	
5/16/2022									\$0	
5/17/2022	\$355								\$0	
5/18/2022	\$657								\$565	
5/19/2022	\$649								\$677	
5/20/2022	\$440								\$789	
5/21/2022									\$440	
5/22/2022									\$0	
5/23/2022	\$744								\$0	
5/24/2022	\$150								\$1,049	
5/25/2022	\$315								\$370	
5/26/2022	\$1,483								\$200	
5/27/2022									\$666	
5/28/2022									\$1,908	
5/29/2022									\$0	
5/30/2022									\$0	
5/31/2022									\$875	
TOTAL	\$8,670	\$2,738	\$1,185	\$525	\$840	\$0	\$40	\$0	\$12,938	\$0

Signed: _____ Building Inspector



Case Detail Report

5/1/2022 - 5/27/2022

Case #	Case Date	Parcel Address	Violation	Description	Main Status	Assigned To
100	5/2/2022	1134 BEECH SPRINGS RD	Abandoned home	Abandoned home	Open	Erle Solesbee
99	5/2/2022	249 DOGWOOD DR	solid waste	solid waste	Open	Erle Solesbee
98	5/2/2022	264 DOGWOOD DR	abandoned mobile home	abandoned mobile home	Open	Erle Solesbee
97	5/2/2022	1402 HARVEY POINT RD	abandoned mobile home	abandoned mobile home	Open	Erle Solesbee
96	5/3/2022	134 OLIVER ST	solid waste		Open	Erle Solesbee

Total Records: 5

5/27/2022



Case Activity Report

5/1/2022 - 5/27/2022

Activity Date	Case #	Parcel Address	Violation	Description	Activity Type	Description
5/27/2022	95	117 POPLAR ST	Burned out house	Burned out house	Inspection	Glenn Cunningham met with owner at property. House could be rebuilt but will require major work. Owner will evaluate options and make a decision.
5/26/2022	100	1134 BEECH SPRINGS RD	Abandoned home	Abandoned home	Inspection	Structure is scheduled to be burned by fire department on May 28 2022.
5/24/2022	60	142 SPINDRIFT LN	AMH	AMH	Inspection	Virgil Parrish met with property owner at site. Property is in very poor condition, owner states property may be sold in the near future.
5/20/2022	92	129 WILDWOOD DR	abandoned home	burned out house	Send Letter	Sent notice of hearing.

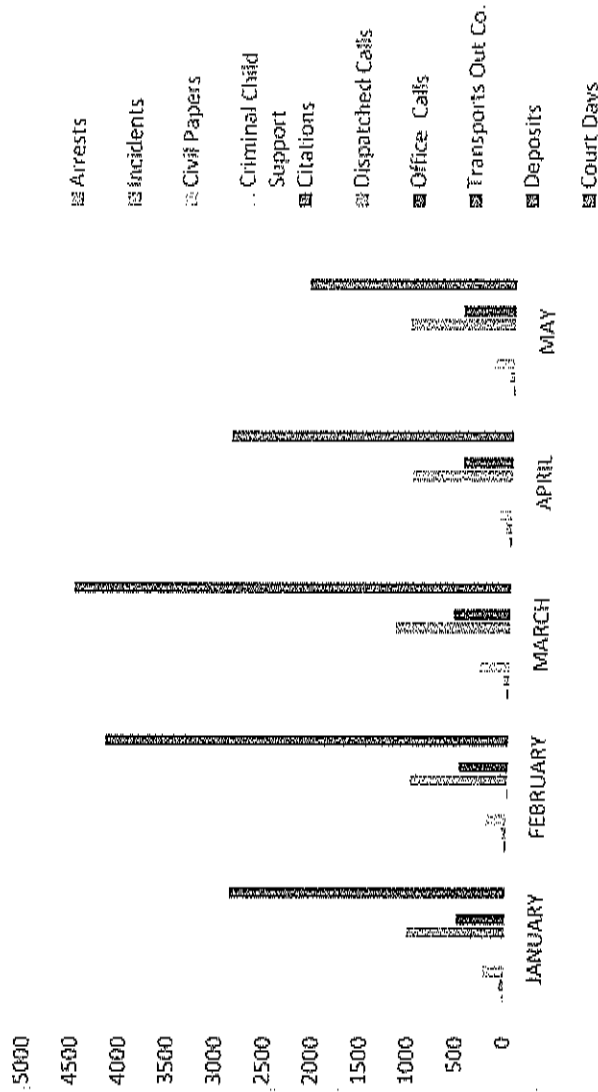
Activity Date	Case #	Parcel Address	Violation	Description	Activity Type	Description
5/20/2022	21	162 VENTURE LN	Junk vehicles/AMH	Junk Vehicles/AMH	Send Letter	Sent notice of hearing.
5/20/2022	95	117 POPLAR ST	Burned out house	Burned out house	Send Letter	Sent notice of hearing.
5/20/2022	94	1444 OCEAN HWY N	Abandoned Mobile Home	Abandoned Mobile Home	Send Letter	Sent notice of hearing.
5/19/2022	12	1308 NEW HOPE RD	other-unsafe house	house falling in on itself	Send Letter	Sent notice of hearing.
5/19/2022	34	125 MARTIN LN	abandoned house	abandoned house	Send Letter	Sent notice of hearing.
5/19/2022	47	3138 NEW HOPE RD	Grass, possible Abandoned Mobile Home	Grass, possible Abandoned Mobile Home	Send Letter	Sent notice of hearing.
5/19/2022	60	142 SPINDRIFT LN	AMH	AMH	Inspection	Sent notice of hearing.
5/17/2022	99	249 DOGWOOD DR	solid waste	solid waste	Inspection	Trash and furniture still present in yard
5/16/2022	93	1347 CENTER HILL HWY	abandoned home	abandoned home, past repair	Inspection	Debris is still on lot at this time
5/16/2022	97	1402 HARVEY POINT RD	abandoned mobile home	abandoned mobile home	Inspection	Demo of the single wide has begun.
5/5/2022	100	1134 BEECH SPRINGS RD	Abandoned home	Abandoned home	Inspection	Property has a small abandoned home in poor condition on it. Spoke with property owner, plan is for the fire department to burn the structure.

Activity Date	Case #	Parcel Address	Violation	Description	Activity Type	Description
5/3/2022	84	840 COUNTY LINE RD	solid waste	mobile home has a trailer full of trash behind it	Inspection	Spoke with family member of property owner last week. Trash on property has been cleaned up.
5/2/2022	98	264 DOGWOOD DR	abandoned mobile home	abandoned mobile home	Inspection	Spoke with property owner. They advised they knew the trailer was in bad shape and intend to tear it down this spring.
5/2/2022	99	249 DOGWOOD DR	solid waste	solid waste	Inspection	Property does have trash and a sofa and chair in the front yard.

Activity Date	Case #	Parcel Address	Violation	Description	Activity Type	Description
5/2/2022	96	134 OLIVER ST	solid waste		Inspection	<p>Inspected property as closely as I could (dog present prevented closer inspection). Minimal "junk" in yard. There are 2 lines running to the ditch, but unable to determine if they are sewage or greywater lines or just drains.</p> <p>Property has a permit for a storage building. Nothing in the construction of the building currently implies that it is intended as a dwelling. Will continue to monitor.</p>
5/2/2022	97	1402 HARVEY POINT RD	abandoned mobile home	abandoned mobile home	Inspection	Spoke to property owner who agreed single wide is in bad condition and agreed to demo it. They will have the demo done themselves.

Perquimans County Sheriff's Office --- May 2022 Activity Report

	Arrests	Incidents	Civil		Criminal		Citations	Dispatched	Office Calls	Transports		Deposits	Court Days
			Papers	Child Support	Child Support	Out Co.							
JANUARY	17	64	231	1	8	1037	519	8	\$2,885.00	8	8		
FEBRUARY	39	58	232	0	13	1031	516	2	\$4,205.50	2	9		
MARCH	43	72	328	3	9	1210	605	8	\$4,555.00	8	9		
APRIL	34	69	143	0	9	1059	530	4	\$2,948.50	4	9		
MAY	22	58	224	0	9	1109	555	5	\$2,165.00	5	8		





PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - 159 Creek Drive - Hertford, NC 27944

(252) 426-5646 Phone - (252) 426-1875 Fax

Jonathan A. Nixon, Director

Emergency Services Update - April 2022

<i>Call Volume by Department - April 2022</i>			
<i>Department</i>	<i># of Calls</i>	<i>Department</i>	<i># of Calls</i>
<i>911 CALLS RECEIVED</i>	<i>599</i>	<i>NC State Highway Patrol</i>	<i>39</i>
<i>Belvidere Fire Dept.</i>	<i>9</i>	<i>NC Wildlife</i>	<i>1</i>
<i>Bethel Fire Dept.</i>	<i>14</i>	<i>Nightingale</i>	<i>3</i>
<i>Chowan EMS</i>	<i>2</i>	<i>Pasquotank-Camden EMS</i>	<i>2</i>
<i>Durants Neck Fire Dept.</i>	<i>11</i>	<i>Perq. Dept. of Social Services</i>	<i>8</i>
<i>Eastcare</i>	<i>0</i>	<i>Perq. Emergency Management</i>	<i>22</i>
<i>Gates EMS</i>	<i>0</i>	<i>Perq. EMS</i>	<i>231</i>
<i>Hertford Fire Dept.</i>	<i>27</i>	<i>Perq. Fire Marshal</i>	<i>0</i>
<i>Hertford Public Works</i>	<i>4</i>	<i>Perq. Sheriff's Office</i>	<i>1,059</i>
<i>Inter-County Fire Dept.</i>	<i>10</i>	<i>Perq. Water Department</i>	<i>1</i>
<i>Magistrate</i>	<i>66</i>	<i>Perq. Volunteer Water Rescue Team</i>	<i>0</i>
<i>NC Dept. of Transportation</i>	<i>5</i>	<i>Winfall Fire Dept.</i>	<i>12</i>
<i>NC Forestry</i>	<i>8</i>	<i>Winfall Police Dept.</i>	<i>2</i>
<i>NC Probation</i>	<i>1</i>	<i>Winfall Public Works</i>	<i>1</i>

Welcome

David Jensen – Part-Time Paramedic

Kimberly Meads – Part-Time EMT

Kayla Trader – Part-Time AEMT

May Birthdays



Jennifer Feltner – May 5th

Dana Wavra – May 12th

Kimberly Meads – May 23rd

Emily Harrell – May 25th

Makayla Williams – May 26th
 Heidi Russell – May 27th
 Brett Damron – May 29th
 Codi Griggs – May 31st

Completed Projects / Trainings / Community Preparedness Activities

- CPR Class – April 1, 2022
- Local Emergency Planning Committee Meeting – April 1, 2022
- Perquimans County High School Mock Crash Planning Meeting – April 4, 2022
- Albemarle Senior Games – April 5, 2022
- THIRA Work Session – April 5, 2022
- ES Admin Team Meeting – April 6, 2022
- EMS Crews visit the Senior Center – April 6, 2022
- NC 911 Board GIS Data Workshop – April 6, 2022
- Emergency Operations Plan Review Meeting – April 7, 2022
- National Public Safety Telecommunicators Week – April 10 – 16, 2022
- Leaders Luncheon – April 12, 2022
- Trillium Emergency Management Meeting – April 13, 2022
- First Responders Easter Egg Hunt – April 14, 2022
- Cycle NC Event – April 23, 2022
- Week of the Young Child – April 23, 2022
- Nucor Family Event at the Crawfish Shack – April 23, 2022
- Continuing Medical Education – April 25, 2022
- Perquimans County High School Mock Crash – April 26, 2022
- Visit from NC Office of EMS – April 26, 2022
- Albemarle Region Stakeholders Meeting – April 27, 2022
- Local Emergency Planning Committee Meeting – April 28, 2022
- Virtual TAC Meeting – April 28, 2022
- EMS Peer Review Meeting – April 28, 2022
- Fourth Grade Living History Day at the Newbold White House – April 29, 2022

CERT Trainings/Preparedness Activities

- Albemarle CERT Full-Scale Exercise – April 6, 2022
- Introduction to Community Emergency Response Teams Training – April 21 – 22, 2022
- Assisted with Cycle NC Event in Hertford and Belvidere – April 23, 2022

Pending Projects / Trainings / Community Preparedness Activities

- On-Shift Training at The Landings of the Albemarle – May 4, 2022
- Hertford Fire Department Live Burn – May 7, 2022
- "4" Life Training sponsored by the Town of Hertford – May 10, 2022...How to Dial 911, Stop the Bleed, Narcan Administration, and Hands Only CPR
- Spring Fling at Perquimans Central School – May 12, 2022
- Nucor Day at the Crawfish Shack – May 21, 2022
- Community Fishing Derby – May 21, 2022
- National EMS Memorial Bike Ride – May 25, 2022

- Hazmat Shipping Exercise funded through the Homeland Security Grant Program – June 4, 2022
- Armed Intruder Drill at Perquimans County High School – July 14, 2022
- HazMat Propane Exercise – Summer 2022
- Emergency Operations Plan Update – Summer/Fall 2022

Press Releases / Public Service Announcements

- College of the Albemarle holding summer EMT Hybrid Class – April 1, 2022
- Press Release shared regarding a gas smell at Perquimans Central School – April 2, 2022
- 911 Telecommunicators recognized at the Perquimans County Board of Commissioners Meeting – April 4, 2022
- Suspicious package at Perquimans County High School – April 6, 2022
- TarWheel Cycling Event traveling through Perquimans County – April 9, 2022
- First Responders Easter Egg Hunt – April 9, 2022
- Happy National Public Safety Telecommunicators Week – April 12, 2022
- The First Responders Easter Egg Hunt was a success – April 14, 2022
- Press Release for Perquimans County High School Mock Crash – April 19, 2022
- Job Announcement for EMS Shift Supervisor and Paramedic – April 22, 2022
- Cycle NC in Perquimans this weekend – April 23, 2022
- Week of the Young Child Flyer – April 23, 2022
- Perquimans County High School Mock Crash pictures – April 30, 2022

COMMITTEE REPORTS