
REGULAR MEETING

October 1, 2012

6:45 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, October 1, 2012, at 6:45 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

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

MEMBERS ABSENT: none

OTHERS PRESENT: Frank Heath, County Manager Will Crowe, County Attorney
Mary Hunnicutt, Clerk to the Board

After the Chairman called the meeting to order, Commissioner Miller-White gave the invocation and the Chairman led the Pledge of Allegiance. The Chairman said that the first item of business was to hold several Public Hearings.

PUBLIC HEARINGS

Second Public Hearing for 2012 Scattered Site Housing Grant Application

Chairman Hobbs opened the first Public Hearing stating that the purpose of the public hearing was to receive public comments concerning the 2012 Scattered Site Housing Grant Application in the amount of \$225,000 being submitted to the Department of Commerce, Division of Community Assistance on October 17, 2012. There were twenty (20) people present. The Chairman recognized County Manager Heath who explained the process that we have followed and stated that Carolyn Morris was there also if the Board had any questions. Carolyn Morris explained that the Housing Selection Committee has met and reviewed the applications for assistance. She presented pictures of the properties that were selected. Commissioner Miller-White said that she was glad to use taxpayer funds for things like this. The Chairman asked if there were any comments from the public. There being none, the Chairman closed the first Public Hearing and opened the second Public Hearing.

Administrative Amendment No. REZ-12-02

Chairman Hobbs opened the second Public Hearing stating that the purpose of the public hearing was to receive public comments on the consideration of Administrative Amendment No. REZ-12-02 to rezone from RA, Rural Agriculture to RA-43, Residential & Agricultural District, the properties known as Strick's Family Campground, located at 164 Hertford Beach Road (SR 1353), north and south of Matthews Street (Tax Parcel Nos. 2-D061-0030 & -0040-HB). There were twenty-two (22) people present. The Chairman recognized Donna Godfrey, Planner, who presented the following overview of the request. This is the first case in the Bethel area to be considered under the Board's countywide initiative to correct ill-suited zoning district designations for pre-existing businesses and structures which predate the adoption of the County's Zoning Ordinance for the established outlying "rural villages" or "country crossroads" within Nicanor, Belvidere, Chapanoke, Woodville, New Hope, Bethel and Hertford Townships, with the goal of reclassifying each one as a "Conforming Use" to the extent possible under a more fitting Zoning district. By rezoning the properties at this time, the Board will remove some of the procedures required for ordinary permits, although some of the businesses, including Strick's, would still require a Conditional Use Permit to allow expansion of the existing business. It is recommended that this property be rezoned as RA-43 District. The applicant and her family have read the letter and understand what the County is trying to do and does not have any problems with the change in zoning. Chairman Hobbs expounded on her comments. Commissioner Miller-White asked how many acres were included in this parcel. Ms. Godfrey said that she thought it was about 6.17 acres. The Chairman asked if there were any comments from the public. There being none, the Chairman closed the second Public Hearing and opened the third Public Hearing.

Recombination Application No. NZV-12-03

Chairman Hobbs opened the third Public Hearing stating that the purpose of the public hearing was to receive public comments on the consideration of Recombination Application No. NZV-12-03 requested by Thomas and Joann Spivey to combine Tax Parcel Nos. 2-D085-C065; C066; C067; and C068 into one lot which will not meet minimum lot requirements (subject properties located at 113 Creek Trail [SR 1376] and zoned RA-25, Residential & Agricultural District. There were twenty-four (24) people present. The Chairman recognized Donna Godfrey, Planner, who presented the following overview of the request. Mr. & Mrs. Spivey wish to install a swimming pool and deck, necessitating the recombination of some or all of the lots in order to meet minimum building setbacks. Section 701(A) of the County's Subdivision Regulations provides for certain actions to be exempt from the County's ordinance, including the following: "The combination or recombination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the county as shown by the regulations prescribed by this ordinance.". The propose recombination of the Spivey's four lots would result in a 218.92-linear foot lot width along Creek Trail, well in excess of the 125 foot minimum width; however, the resulting 42,681 square foot (or 0.98-acre) lot area will not "equal or exceed the minimum lot size" of 43,000 square feet as required in this area zoned RA-25 which lacks public sewer service. If the requested recombination did result in a 43,000 square foot lot (or 25,000 square foot lot with public wastewater treatment and water systems), the request would be exempt and the Planning staff would have already signed off on it. The Applicants have been advised to obtain the Board's approval of their proposed recombination in the form of a Subdivision Variance, conditioned upon certification that there are no existing drainage, utility or similar improvements within the easement located along the property lines to be abandoned and that the easements will be abandoned in conjunction with the property lines. In addition, Mr. & Mrs. Spivey have been requested to notify the Snug Harbor Property Owners' Association to ensure that they see no future need to use said easements which were previously established by the Declaration of Restrictive Covenants recorded at Deed Book 168, Page 183 in the Register of Deeds' Office. It is the opinion of the Planning staff that vacation or abandonment of the subject property lines and utility easement should be based on the nonexistence of drainage and other utility structures or improvements and that the easement will not be needed in the future for such improvements. Accordingly, the Planning staff has no objection to the request provided that steps are taken to address this question, by a certification/note on the face of the Survey Plat. At their August 14th meeting, the Planning Board recommended approval of the request based on Section 206 of the Subdivision Regulations. Commissioner Weimar asked Ms. Godfrey if there were any public comments at the Planning Board meeting. Ms. Godfrey said that she did not remember any. As far as the assessment fees for Snug Harbor, they will be assessed for four lots even if they recombine these lots. The Applicants were present along with one member of the Snug Harbor Property Owners' Association. The Chairman asked if there were any comments from the public. There being none, the Chairman closed the third Public Hearing and proceeded with the Regular Meeting at 7:00 p.m.

AGENDA

The Agenda, as amended, was unanimously approved on motion made by Janice McKenzie Cole, seconded by Tammy Miller-White.

CONSENT AGENDA

Commissioner Cole asked that the EMT-I Appointments be removed for discussion. On motion made by Mack E. Nixon, seconded by Edward R. Muzzulin, the Board unanimously approved the Consent Agenda, less the EMT-I Appointments listed:

1. **Approval of Minutes:** September 4, 2012 Regular Meeting
2. **Approval of Tax Release:**

PERQUIMANS COUNTY TAX RELEASE:

- **Alltel Communications** (year 2012) \$396.00
Tower is listed with business personal property.
- **Cummins, Donald** (year 2012) \$314.76
Boat assessed at 71,535 is taxed in Virginia.
- **Williams, Sean** (year 2012) \$100.27
Sold boat in 2010.
- **Ames, Yetta**.....(year 2010 - \$160.43) (year 2009 \$167.62) (year 2008) \$172.30
Assessed for a 30,000 building in error at reval.

PERQUIMANS COUNTY DMV RELEASE:

- **McKinney, Michael**..... (year 2008) \$110.29
Military exemption.
- **Cooper, Sharon** (year 2012) \$160.42
Vehicle located in Pasquotank County.

TOWN OF WINFALL TAX RELEASE:

- **Alltel Communications** (year 2012) \$369.00
Tower is listed with business personal property.

3. **Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Nicole Elliott	Income Maintenance Supervisor II	Promotion	67/1	\$32,271	10/1/12

4. **Budget Amendment:**

**BUDGET AMENDMENT NO. 5
WATER CAPITAL IMPROVEMENT FUND (formerly PHASE III FUNDS)**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
60-397-001	Bank Loan Funds	1,350,000	
60-500-040	Professional - Legal/RO Project	130,000	
60-500-720	Water Main Extension - RO Project	637,479	
60-500-721	Water Plant - RO Project	450,972	
60-500-990	Contingency	131,549	
EXPLANATION: To set up loan funds for Perquimans County water supply from Pasquotank County RO Plant.			

5. **Board Appointments:** The following Board Appointments were requested:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Winslow, Wade	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/12
Baker, Julian	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/12
Hobbs, Benjamin	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/12
Muzzulin, Edward	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/12
Chappell, William Wray	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/12
Nixon, Mack E.	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/12
Midgett, Dwayne	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/12
Swayne, Robert D.	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/12

EMT-I APPOINTMENTS

Commissioner Cole asked why the County Manager's Notes shows \$13.01 per hour and the Employee Action Form shows \$14.85 per hour for Theodore Bowen. County Manager Heath said that it should be \$14.85 per hour since Mr. Bowen is an EMT-I and the other three (3) were just EMT's. On motion made by Janice McKenzie Cole, seconded by Tammy Miller-White, the Board unanimously approved the appointment of the following EMT's with the correct salary amounts:

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Kerry Lahr	EMT (EMS Fill-In)	Appointment	63/1	\$13.01/hour	8/1/12
Cyrelle Armstrong	EMT (EMS Fill-In)	Appointment	63/1	\$13.01/hour	8/1/12
Theodore Bowen	EMT-I (EMS Fill-In)	Appointment	66/1	\$14.85/hour	8/1/12
Jessica Arthur	EMT (EMS Fill-In)	Appointment	63/1	\$13.01/hour	8/1/12

DOUG WASSUM, SOIL & WATER CONSERVATION

Mr. Wassum presented the Board with the Operational Agreement with Soil & Water Conservation Districts and explained the changes since the last Agreement was signed. The changes were as follows:

1. Change DENR to North Carolina Department of Agriculture and Consumer Services
2. Include reference to local work groups
3. Clarify priorities for NRCS and Districts
4. Address Job Approval Authority from both NRCS and the Soil and Water Commission
5. Add technical and administrative contacts for NRCS and the District (required as a part of revised agreement policy in NRCS due to the audit)
6. Clarify office space
7. Specify a 5 year time limit on the agreement. Once the 5 years is up it can be renewed with another agreement. (NRCS Audit requirement that all agreements must have a definitive time period.)
8. Add an agreement number (NRCS Audit requirement that all agreements must have a number.)

County Manager Heath stated that County Attorney High has reviewed the Memorandum of Understanding and found that no other changes are required. On motion made by Mack E. Nixon, seconded by Sue Weimar, the Board unanimously approved the Memorandum of Understanding as presented. A copy of the Agreement is filed in the County Manager's Office.

HOMERIA JENNETTE, TELECOMMUNICATIONS

Ms. Jennette presented her monthly report.

BILL JENNINGS, TAX ADMINISTRATOR

Bill Jennings presented his monthly report.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Commissioner Miller-White: Ms. Miller-White said that the minimum housing standards with regard to tenants (NCGS 4242) has been enhanced making it more substantial and she feels that the Board will need to look into this further and move forward with making some decisions. The following comments were made by other Commissioners:

- **Commissioner Muzzulin:** Mr. Muzzulin was concerned about the enforcement of this standard.
- **Commissioner Cole:** Ms. Cole said that County Attorney High needs to look into this matter. She further stated that the General Statute says that it would need to go through the court system. She feels that it would be advantageous for the county to have a local ordinance.
- **Commissioner Weimar:** Ms. Weimar said Social Services Department's hands were tied until this change in the General Statutes.
- **County Manager Heath:** Mr. Heath said that he has contacted County Attorney High to research and determine if the local ordinance could just apply to tenant properties but he has not found anything on this as of yet. Ms. Miller-White asked if he was also going to research the remedies to these situations.
- **Commissioner Weimar:** Ms. Weimar asked if the Statute has a definition of terms. Mr. Heath said that he did not think so but it did list items where conditions were considered severe and the enforcement procedures.
- **Commissioner Muzzulin:** Mr. Muzzulin feels that the Board really needs to look into this and come up with some type of ordinance to assist the tenant residents in Perquimans County.
- **Commissioner Cole:** Ms. Cole said that she feels that the County needs to work with the Towns. Commissioner Nixon said that the towns already have a minimum housing standard already in place but it does not pull out tenants.

It was the consensus of the Board to discuss this during their October Work Session.

Chairman Hobbs: Mr. Hobbs said that, when Commissioners Nixon and Weimar leave in December, the Board will need to look into moving the Board appointments around. He asked that the Board be provided a list of board/committee appointments that the Board members serve on. County Manager Heath said that he had already asked Mary Hunnicutt, Clerk to the Board, to provide a list of these boards/committees for the October Work Session.

UPDATES

County Manager Heath updated the Board on the following projects:

Water System Projects: The Pasquotank County RO Connection is moving along real well. They have completed the Little River connection. County Engineer, Bill Diehl, is very pleased with the work that this contractor is doing.

Jail Project: Commissioner Muzzulin stated that he had provided the incorrect copy of the Jail Report which was placed at their seats tonight. He gave the following highlights: (1) They are looking into computer software to allow the inmates to appear before the Magistrates without leaving the jail facility; (2) They are also looking into the Secure Visiting Program project; (3) They received twenty-four job applications for the Administrator position. They are going to an outside source to help with the interviews and hope to have the position filled by November; (4) They have not had a joint meeting with Chowan County; and (4) The Federal Prisoner count for September was 84. He also stated that Pasquotank County was looking to refinance their loans due to reduction in rates.

BOARD APPOINTMENTS

County Manager Heath presented the following Board appointments:

Planning Board: The Board reviewed the applications for a replacement for Ed Nixon on the Planning Board at their September Work Session. It was their recommendation to appoint A.O. Roberts. On motion made by Mack E. Nixon, seconded by Tammy Miller-White, the Board unanimously reappointed Paul Kahl for his last term and appointed A. O. Roberts for his first term. Both of their terms will be effective October 1, 2012 and will be a three-year term expiring on September 30, 2015.

Board of Adjustments: On motion made by Edward R. Muzzulin, seconded by Sue Weimar, the Board unanimously reappointed Lynwood Winslow, III and Pete Overman to the Board of Adjustments for a three-year term effective October 1, 2012. Their terms will expire on September 30, 2015.

APPOINTMENT: MINZIE'S CREEK SEWER DISTRICT BOARD MEMBERS

As County Manager Heath explained at the September meeting, the Board will need to appoint the first three representatives of the Minzie's Creek Sewer District Board. The following individuals have been recommended: Clay Helm; Frank Page; and James Finley. Last month, the Board asked them to complete the Volunteer Application, which we have received. During the September Work Session, the Board discussed the staggering of these Board member terms. Mr. Heath checked into this and determined that the Board could appoint them now until the next election. At that time, a couple members could be elected to a two-year term and one member could be elected to a four-year term. The next time that these individuals were placed on the ballot, they would all be running for a four-year term but at different times. The Board asked these three individuals which term they would prefer. They set them up as follows: James Finley – two-year term; Clay Helm – four-year term; and Frank Page – two-year term. On motion made by Edward R. Muzzulin, seconded by Janice McKenzie Cole, the Board unanimously approved the initial appointment of these three individuals and established a staggered term.

PLANNING BOARD ITEMS

Donna Godfrey, County Planner, presented the following items for Board action:

Administrative Amendment No. REZ-12-2 – Strick's Family Campground: A Public Hearing was held earlier in the meeting for the consideration of Administrative Amendment No. REZ-12-02 to rezone from RA, Rural Agriculture to RA-43, Residential & Agricultural District, the properties known as Strick's Family Campground, located at 164 Hertford Beach Road (SR 1353), north and south of Matthews Street (Tax Parcel Nos. 2-D061-0030 & -0040-HB). Janice McKenzie Cole made a motion to find Case No. REZ-12-02 to be consistent with the existing development pattern of the Hertford Beach Road area as well as the County's Planning & Zoning Policies, including the following guidelines stated in the Zoning Ordinance in Sections 1302A (1) through (5), Policy Guidelines for Zoning Map Amendments, and in the CAMA Land Use Plan Update; and to approve Case No. REZ-12-02, to rezone from RA, Rural Agriculture to RA-43, Residential & Agricultural District, the properties known as Strick's Family Campground, located at 164 Hertford Beach Road [SR 1353], north and south of Matthews Street [known as Tax Parcel Nos. 2-D061-0030 & -0040-HB] due to its consistency with the County's Planning & Zoning Policies and Guidelines and that the request is reasonable and in the public interest and promotes orderly growth and development:

- (1) The proposal will place all property similarly situated in the same category, or in appropriate complementary categories.
- (2) There is convincing demonstration that all uses permitted under the proposed district classification would be in the general public interest and not merely in the interest of an individual or small group.
- (3) There is convincing demonstration that all uses permitted under the proposed district classification would be appropriate in the area included in the proposed change. (When a new district designation is assigned, any use permitted in the district is allowable, so long as it meets district requirements and not merely uses which applicants state that they intend to make the property involved).

- (4) There is convincing demonstration that the character of the neighborhood will not be materially or adversely affected by any use permitted in the proposed change.
- (5) The proposed change is in accord with the Land Use Plan and sound planning principles.

The motion was seconded by Tammy Miller White and unanimously approved by the Board.

Recombination Application No. NZV-12-03 – Thomas & Joann Spivey: A Public Hearing was held earlier in the meeting for the consideration of Recombination Application No. NZV-12-03 requested by Thomas and Joann Spivey to combine Tax Parcel Nos. 2-D085-C065; C066; C067; and C068 into one lot which will not meet minimum lot requirements (subject properties located at 113 Creek Trail [SR 1376] and zoned RA-25, Residential & Agricultural District. Sue Weimar made a motion, considering the following Section 206 Findings and Section 701(a) exemption criteria of the Subdivision Regulations, to approve the recombination of Tax Parcels Nos. 2-D085-C05; -C066; -C067; and C-068 into one lot, located at 113 Creek Trail [SR 1376], conditioned upon certification that there are not existing drainage, utility or similar structures or improvements within the easements located along the property lines to be abandoned [which were previously established by deed restrictions] and that said easements will be abandoned in conjunction with said property lines:

Section 206 Findings:

- a) That there are special circumstances or conditions affecting said property such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of his land.
- b) That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner.
- c) That the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance, and
- d) That the granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated.

Section 701(a) Exemption:

- A) The combination or re-combination of portions of previously platted lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the County as shown by the regulations prescribed by this ordinance.

The motion was seconded by Tammy Miller White and unanimously approved by the Board.

OPERATION SANTA CLAUS PROJECT – CASWELL DEVELOPMENTAL CENTER

County Manager Heath explained that the County had received their annual request from the N.C. Department of Health & Human Services requesting that the County contributing to their Operation Santa Claus Project. He further stated that we currently have two (2) residents in the Center. In the past, we have contributed \$25 per resident and we have not contributed to the project. Commissioner Cole said that she felt that the civic groups in the County would be interested in adopting these residents. Commissioner Nixon suggested that we contact the Ruritan Clubs in Perquimans County asking them to consider assisting in this project. No action was taken on this matter.

2012 SCATTERED SITE HOUSING GRANT

The following items were presented for Board action for the CDBG Grant:

- 1. **Administrative Contract:** Requests for Proposal were sent out to individuals and companies who could administer our CDBG Grant Program. We only received one proposal. We advertised a second time and still only received one proposal which was from Carolyn Morris. Therefore, on motion made by Mack E. Nixon, seconded by Tammy Miller-White, the Board approved the Administrative Contract with Carolyn Morris at a cost of \$29,500 and authorized the Chairman and County Staff to sign the Agreement [a copy of the Agreement is filed in the County Manager’s Office].
- 2. **Perquimans County Housing Selection Committee ByLaws:** The Housing Selection Committee, which consists of five members (one non-profit, Mayor of Winfall, Mayor of Hertford, a County Commissioner, and one former CDBG recipient), needs to establish a set of bylaws for their Committee. Ms. Morris has prepared a set of ByLaws for the Board’s consideration and action. On motion made by Tammy Miller-White, seconded by Janice McKenzie Cole, the Board unanimously approved the Perquimans County Housing Selection Committee ByLaws as presented [a copy of the ByLaws is filed in the County Manager’s Office].
- 3. **Application:** A Public Hearing was held earlier to consider applying for the \$225,000 CDBG Grant Funds. On motion made Mack E. Nixon, seconded by Edward R. Muzzulin, the Board unanimously authorized County Manager Heath to proceed with the CDBG application for the \$225,000 grant funds.

COUNTY COOPERATIVE AGREEMENT WITH N.C. FOREST SERVICE

On motion made by Mack E. Nixon, seconded by Sue Weimar, the Board unanimously approved the County Cooperative Agreement with Division of Forest Resources for FY 2012-2013 and authorized the Chairman and County Staff to sign the Agreement.

APPOINTMENT: N.C. RURAL FUND FOR DEVELOPMENT

County Manager Heath reported that we had received a request from N.C. Rural Fund for Development to identify a representative to serve on their Board of Directors. The individuals presently serving on this Board are public officials or representatives of a public official serving Perquimans County. Commissioner Miller-White expressed an interest in serving on this Board. Therefore, Edward R. Muzzulin made a motion to appoint Tammy Miller-White to the N.C. Rural Fund for Development Board for a three (3) year term effective October 1, 2012. The motion was seconded by Sue Weimar and unanimously approved by the Board.

SENIOR CENTER RENOVATIONS PROJECT

The following items were presented for Board action for the Senior Center renovations project:

- 1. **Contract:** County Manager Heath has been talking with several contractors with regard to this project. They have each provided him with an informal bid. It is his recommendation to award the contract to ColVot Construction, Inc. Mack E. Nixon made a motion to award the renovation of the Senior Center to Colvot Construction, Inc. at a cost of \$258,000 and a completion date of March 1, 2013. The motion was seconded by Sue Weimar. During the discussion, Commissioner Nixon added that there needed to be a clause in the contract to make sure that Change Orders should be presented to the County Manager on a monthly basis. The motion was unanimously approved with the addition of the Change Order clause. Commissioner Nixon said that this was an overdue project and was proud of the Board for proceeding with it. Chairman Hobbs was glad that they found the money to cover the project without borrowing the funds. On behalf of the senior population of Perquimans County, Bob Emmert thanked the Board for proceeding with this project. Commissioner Cole, speaking on behalf of the Board, thanked Mr. Emmert who saved the County a great deal of money by preparing the architectural plans and to assist with the renovations. County Manager Heath said that they will be holding weekly Construction Update meetings on Friday and invited any of the Board members to attend.
- 2. **Capital Projects Ordinance:** In order to establish the line items and to budget the funding for the Senior Center Renovations Project, the Board unanimously approved the following Capital Project Ordinance on motion made by Tammy Miller-White and seconded by Sue Weimar:

This Capital Projects Ordinance is being authorized for the proposed Perquimans Senior Center Building Renovation Project.

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

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

Building Renovations - Senior Center	\$ 258,000
TOTAL CAPITAL PROJECTS FUND	\$ 258,000

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

Accumulated Senior Grant Funds	\$ 53,937
Transfer from General Fund	173,500
Fund Balance Appropriated	30,563
TOTAL CAPITAL PROJECTS FUND	\$ 258,000

Benjamin C. Hobbs, Chairman
Perquimans County Board of Commissioners

3. **Budget Amendment No. 6:** On motion made by Mack E. Nixon, seconded by Edward R. Muzzulin, the Board unanimously approved the following Budget Amendment No. 6:

**BUDGET AMENDMENT NO. 6
GENERAL / COUNTY CONSTRUCTION FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-000-711	Building Renovation - Senior Center	258,000	
50-399-000	Fund Balance Appropriated	30,563	
50-348-002	Accumulated Senior Grant Funds	53,937	
50-397-001	Transfer From General Fund	*173,500	
10-335-004	Jail - One Time Funding	73,500	
10-690-725	Transfer to County Construction Fund	73,500	
EXPLANATION: To set up budget for Senior Center Renovation Project - Phase I. *\$100,000 in FY 2012-13 Budget Line (10-690-996)			

AGREEMENT: EMS COLLECTIONS

The Chairman recognized Larry Chappell, EMS Captain, who explained that they had received two proposals from collection agencies: Interstate Credit Collections and Security Collection Agency. After reviewing these proposals, it was his recommendation to recommend the County to enter into a one-year Agreement with Security Collection Agency at a 30% flat rate. He further explained that, even though their rate was somewhat higher, their commitment to working all accounts not scoring and working only the most collectible accounts increases the County's net potential for income. Also, their accessibility to the area and commitment to rural EMS agencies demonstrates a commitment to smaller systems like Perquimans EMS. Commissioner Nixon asked Mr. Chappell what the Pasquotank County rate was. Mr. Chappell said that it was 30% too. Commissioner Miller-White asked about their collection rate. Mr. Chappell said that he did not have that information available. Commissioner Nixon said that he liked the fact that it was a local company. Commissioner Weimar asked if this would help the issue of "frequent flyers", those individuals who use their services on a regular basis. Mr. Chappell said that he thought that it would. Commissioner Muzzulin asked about the requirements for cancelling the contract. It would require a 90-day notice. On motion made by Tammy Miller-White, seconded by Sue Weimar, the Board unanimously approved the collections contract with Security Collection Agency after County Attorney High's review. Commissioner Nixon asked County Manager Heath if these billings could be collected through the debt set-off program. Mr. Heath said that it could be but they found that it would be pretty burdensome.

PUBLIC COMMENTS

Imerson Cullins: He thanked the County for their support of the County Meet the Candidates program that they sponsored on Thursday, September 27th. He felt that it was a success.

CLOSED SESSION: ECONOMIC DEVELOPMENT (NCGS #143-318.11.(4))

On motion made by Edward R. Muzzulin, seconded by Janice McKenzie Cole, the Board unanimously approved the motion to go into closed session to discuss an economic development

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Janice McKenzie Cole, seconded by Sue Weimar. The following action was taken after the Closed Session.

OFFER TO SELL: MICHAEL STALLINGS

On motion made by Mack E. Nixon, seconded by Edward R. Muzzulin, the Board unanimously approved to offer to sell the lot located in the Commerce Centre to Michael Stallings for a price negotiated by the County Manager. The lot is the second one from the last lot on the right hand side of Harvey Point Road.

ADJOURNMENT

There being no further business to discuss, the Regular Meeting was adjourned by the Chairman at 8:40 p.m.

Benjamin C. Hobbs, Chairman

Clerk to the Board
