

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

**PUBLIC COMMENTS**

There were no public comments.

**CLOSED SESSION: TO CONSULT WITH OUR ATTORNEY REGARDING REAL PROPERTY AND CLOSED SESSION MINUTES**

Chairman Nelson stated that, pursuant to NC General Statute 143-318.11(5), the Board went into Closed Session to consult with our attorney regarding real property and closed session minutes. On motion made by Joseph W. Hoffler, seconded by Charles Woodard, the Board unanimously voted to go into Closed Session.

The Closed Session was adjourned and the Regular Called Meeting reconvened on motion made by Charles Woodard, seconded by Fondella A. Leigh, and unanimously approved by the Board.

No action was required from the Closed Session

**ADJOURNMENT**

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:45 p.m. on motion made by Fondella A. Leigh, seconded by Charles Woodard.

\_\_\_\_\_  
 Wallace E. Nelson, Chairman

\_\_\_\_\_  
 Clerk to the Board

\*\*\*\*\*  
**SPECIAL CALLED MEETING**  
 June 20, 2022  
 7:00 p.m.

The Perquimans County Board of Commissioners met in a SPECIAL CALLED MEETING on Monday, June 20, 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. Hoffler  
                           Charles Woodard

MEMBERS ABSENT: T. Kyle Jones

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

Chairman Nelson called the meeting to order. Commissioner Finch-Copeland gave the invocation and the Chairman led the Pledge of Allegiance. Chairman Nelson explained that this Special Called Meeting was scheduled to hold a Public Hearing for the FY 2022-2023 Budget.

PUBLIC HEARING – FY 2022-2023 Budget

Chairman Nelson opened the Public Hearing stating that the purpose of the public hearing was to receive public comments on the proposed FY 2022-2023 Budget. There were thirteen (13) people present. County Manager Heath stated that he had presented the Budget Message at the June 6, 2022 meeting and that he had no further comments. Mr. Nelson asked if anyone had signed up to speak or sent in their comments. Mary Hunnicutt, Clerk to the Board, forwarded a copy of the sign-up sheet and stated that no one had sent written comments:

- **Pete Perry:** After his introductory remarks regarding the state of the current economy, Mr. Perry asked what we are going to do next year if things continue as they are. He said that he would like to see the Board adopt a continuous resolution tonight. What this would mean is that you would approve year's budget and as funds come in this year the items can be funded during your regular Commissioner meetings. He said that there are several types of people who are hurting during this time – people on fixed incomes, senior citizens, etc. In addition, Mr. Perry wanted to discuss two items in the budget: (1) an English teacher for the high school; and (2) a new Sheriff's Office vehicle. He feels that funding this position for the high school is too late. It should be funded for the 6<sup>th</sup> or 7<sup>th</sup> grade. Then when they get to high school, they would be able to construct a sentence. With regard to the Sheriff's Office request for a pickup truck and a SUV, Mr. Perry feels that they do not need them to go around and serve papers. He recommends that they buy one \$60,000 electric car this year and another one next year. He doubts that his recommendations will be considered but he is standing on the bow of the ship again.
- **Keith Nowell:** Mr. Nowell wanted to address the Marine Basin Project. He said that he understood that the project was going to cost \$4 million dollars and the State was going to pay that. He heard tonight that the project was going to cost \$6.8 million. If so, it has gone over budget and understands why with the price of construction materials escalating. With that being said, he asked if it was feasible to do the project right now.

Chairman Nelson thanked them for their comments and asked if anyone in the audience had any comments or questions. There being none, Chairman Nelson closed the public hearing at 7:05 p.m.

AGENDA

On motion made by Fondella A. Leigh, seconded by Charles Woodard, the Board unanimously approved the Agenda.

FY 2022-2023 YEAR-END BUDGET AMENDMENTS

Chairman Nelson explained that these budget amendments are to sure up the FY 2021-2022 budget and recognized Mr. Heath for more information. Mr. Heath recognized Tracy Mathews, Finance Officer, who presented the Budget Amendment Numbers 38 - 41 for Board approval. She explained that the revenues came in better than was budgeted and she was able to pull these funds from the budget and not the fund balance this year. She is recommending approval and asked if there were any questions. Chairman Nelson asked if there were any questions or comments about the FY 2021-2022 Year-End Budget Amendments. There being none, Joseph W. Hoffer made a motion to approve the following Year-End Amendments. The motion was seconded by Fondella A. Leigh and unanimously approved by the Board.

**BUDGET AMENDMENT NO. 38  
GENERAL FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-345-000	Local Option Sales Tax 1%	9,000	
10-420-040	County Manager - Professional Services	4,000	
10-420-160	County Manager - Maintenance/Repair Equip	5,000	
10-430-030	BOE - Board Pay		2,000
10-430-031	BOE - Election Workers		5,000
10-430-210	BOE - Building Rent		1,600
10-345-005	Local Option Sales Tax Rural	4,725	
10-430-020	BOE - Salaries	5,000	
10-430-032	BOE - PT Salaries	5,025	
10-430-050	BOE - FICA	1,100	
10-430-060	BOE - Group Insurance	2,000	
10-430-070	BOE - Retirement	200	
10-301-000	Ad Valorem Taxes - Budget Year	17,450	
10-450-140	Tax - Travel		5,000
10-450-071	Tax - 401K Match		600
10-450-740	Tax - Capital Outlay		2,000
10-450-020	Tax - Salaries	2,000	
10-450-030	Tax - Lister/Temp Clerk	1,700	
10-450-060	Tax - Group Insurance	1,350	
10-450-040	Tax - Professional Services	20,000	
10-348-029	Management Entity Fees	3,000	
10-450-450	Management Entity Fees	3,000	
10-348-026	Drainage Fees	4,000	
10-450-451	Drainage Fees	4,000	
10-345-000	Local Option Sales Tax 1%	13,000	
10-450-452	Tax - State NCVTS	10,000	
10-450-280	Tax - Refunds	3,000	
10-356-000	Register of Deeds Fees	4,062	
10-480-050	ROD - FICA		1,000
10-480-060	ROD - Group Insurance	1,662	
10-480-071	ROD - Supplemental Pension Fund	400	
10-480-453	ROD - Floodplain Map Fee	500	
10-480-454	ROD - Archives Mgmt	500	
10-480-455	ROD - Senate Bill 202	500	
10-480-740	ROD - Capital Outlay	1,000	
10-480-160	ROD - Maintenance/Repair Equipment	500	
10-345-000	Local Option Sales Tax 1%	8,000	
10-345-005	Local Option Sales Tax Rural	23,000	
10-500-050	Bldg Maint - FICA		1,500
10-500-020	Bldg Maint - Salaries		42,000
10-500-061	Bldg Maint - Retirees Hosp		5,000
10-500-031	Bldg Maint - Contract Work	15,000	
10-500-032	Bldg Maint - Cleaning Contracts	16,000	
10-500-150	Bldg Maint - Maint/Repair Bldg	45,000	

10-500-170	Bldg Maint – Automotive Maintenance	3,500	
CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-345-000	Local Option Sales Tax 1%	102,600	
10-510-060	Sheriff - Group Insurance		3,000
10-510-070	Sheriff - Retirement		13,000
10-510-020	Sheriff - Salaries	30,000	
10-510-050	Sheriff - FICA	1,000	
10-510-170	Sheriff - Maintenance/Repair Vehicles	35,000	
10-510-310	Sheriff - Automotive Supplies	50,000	
10-510-110	Sheriff - Telephone/Postage	2,000	
10-510-335	Sheriff - Canine Supplies	600	
10-351-000	Office - Sheriff Fees	10,000	
10-510-450	Sheriff Concealed Permits	10,000	
10-345-000	Local Option Sales Tax 1%	13,800	
10-511-071	Dispatch - 401K Match		400
10-511-070	Dispatch - Retirement		7,000
10-511-061	Dispatch - Retirees Hospitalization		2,000
10-511-020	Dispatch - Salaries	15,000	
10-511-030	Dispatch - PT Salaries	5,000	
10-511-050	Dispatch - FICA	2,200	
10-511-060	Dispatch - Group Insurance	1,000	
10-348-012	State Grants - Emergency Management	3,845	
10-530-334	Emergency Management - COOP/COG	3,845	
10-360-000	Ambulance Fees	150,500	
10-592-030	EMS - PT Salaries		30,000
10-592-020	EMS - Salaries	100,000	
10-592-041	EMS - Professional Billing Contract	25,000	
10-592-050	EMS - FICA	2,500	
10-592-070	EMS - Retirement	13,000	
10-592-170	EMS - Maintenance/Vehicles	25,000	
10-592-310	EMS - Automotive Supplies	15,000	
10-360-000	Ambulance Fees	1,000	
10-600-040	Medical Examiner - Professional Services	1,000	
10-361-000	Medicaid Utilization Plan	10,000	
10-592-043	Medicaid Utilization Plan	10,000	
10-348-000	DSS - State Grants	10,000	
10-610-150	DSS - Maintenance/Repair Building	10,000	
10-345-005	Local Option Sales Tax Rural	1,500	
10-610-335	In Home II & III	1,500	
10-660-140	Senior Center - Travel		1,210
10-660-334	Senior Center - Programs		1,300
10-660-020	Senior Center - Salaries		1,000
10-660-050	Senior Center - FICA		600
10-660-030	Senior Center - PT Salaries	3,000	
10-660-060	Senior Center - Group Insurance	1,110	
10-365-000	Recreation Fees	2,000	
10-685-161	Recreation - Maintenance/Grounds	2,000	
10-345-001	Local Option 1/2% A Sales Tax	130,000	
10-682-020	School - Capital Outlay 30%	130,000	
10-345-005	Local Option Sales Tax Rural	4,760	
10-685-020	Recreation - Salaries	500	
10-685-060	Recreation - Group Insurance	2,220	
10-685-070	Recreation - Retirement	40	
10-685-031	Recreation - Contract Services	2,000	
10-345-000	Local Option Sales Tax 1%	20,000	
10-690-920	Jail	20,000	
10-347-000	ABC Bottle Rehab	2,000	
10-690-941	Mental Health - Alcohol Rehab	2,000	
10-335-002	Veterans Monument Contribution	232	
10-607-332	Veterans Memorial Bricks	232	
10-348-001	OJJ - JCPC	9,174	
10-690-915	Education Programs - JCPC	9,174	
10-348-015	White Goods	2,996	
10-348-016	Scrap Tire	6,834	
10-690-933	Health Department - T/ST/WG	9,830	

**EXPLANATION:** General Fund year-end entry

**BUDGET AMENDMENT NO. 39  
WATER FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-720-020	Water - Salaries		11,500
35-720-060	Water - Group Insurance	9,000	
35-720-061	Water - Retiree Hospitalization	2,500	

**EXPLANATION:** Water Fund year-end entry

**BUDGET AMENDMENT NO. 40  
COURT FACILITIES FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
55-348-000	Fines & Forfeiture Fees	85,000	
55-745-452	Fines & Forfeitures	85,000	

**EXPLANATION:** Court Facilities Fund year-end entry

**BUDGET AMENDMENT NO. 41  
TOURISM DEVELOPMENT AUTHORITY FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
45-385-000	TDA - Occupancy Tax	6,000	
45-682-041	TDA - Tourism Coordinator	6,000	

**EXPLANATION:** Tourism Development Authority Fund year-end entry

**FY 2022-2023 BUDGET**

County Manager Heath explained that, after the Budget Work Session, the presentation of the Budget Message on June 6, 2022, and the Budget Public Hearing tonight, he presents the FY 2022-2023 Budget for Board consideration. A copy of the Budget Ordinance was included in the Board's Agenda Packets. Fondella A. Leigh made a motion to approve the FY 2022-2023 Budget as presented. The motion was seconded by Joseph W. Hoffer. Chairman Nelson asked if there were any questions or comments. There being no comments or questions, Chairman Nelson asked for a vote. The motion passed by a vote of five (5) to zero (0). **(see Attachment A)**

**PERQUIMANS BASIN BID RECOMMENDATION**

County Manager Heath explained that he had received a Bid Recommendation Letter from Moffatt & Nichol, the engineering firm handling the Perquimans Basin Project. Mr. Heath presented the following items:

- We have about \$9,050,000 committed to this project.
- The grants received for this project were as follows:
  - \$2,885,000 State Grant Funds several years ago
  - \$4,000,000 State Grant Funds from this year
  - \$750,000 Golden Leaf Grant
  - \$1,500,000 Industrial Development Fund from NC Department of Commerce
  - This is adequate funds to finance this project.
  - This Bid Recommendation Letter from Moffatt & Nichol was e-mailed to the Commissioners prior to tonight's meeting.
- Chairman Nelson explained that these grants were received for this project only and will have to be returned if we do not complete this project. County Manager Heath concurred with Mr. Nelson. This project goes back many years. As it has been shown tonight, there have been many agencies that have invested in this project which shows that there is a need for it. This will give us the opportunity for more jobs in the county.
- These grants require no county match.
- The low bid, which was received on June 9, 2022, for this project was \$6,979,075 (base bid only) submitted by SJ Hamill Construction. Our engineers recommend that the County accept the low base bid only and to use any additional funds to negotiate a change order to increase the overall size of the basin constructed in Phase 1. We would hold back any contingency funds for any hiccups along the way.
- Mr. Heath is asking the Board to allow the County to issue a notice of award as outlined in the engineer's Bid Recommendation Letter and to allow negotiations for the increase size of the basin with the extra funds that we have holding back about 5% contingency funds.

Chairman Nelson asked if the Board had any questions or comments. The following questions were asked:

- **Commissioner Woodard:** Mr. Woodard asked what the total funding amount was. Mr. Heath said that it was around \$9,000,000.
- **Commissioner Leigh:** Ms. Leigh asked if they were only considering the base bid tonight. Mr. Heath said that was right with the ability to negotiate to build more frontage around the basin (bulkhead).

There being no further questions or comments, Chairman Nelson called for a vote. Fondella A. Leigh made a motion to grant the authority to County Manager Heath to proceed with a notice of award on the Marine Basin Project to accept the base bid and negotiate additional bulkhead frontage on the basin using the additional monies we do have withholding a contingency amount as a safeguard and this is an 18-month project. Thelma Finch-Copeland seconded the motion. The motion was unanimously approved by the Board.

**ADJOURNMENT**

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:18 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer. Chairman Nelson stated that the Regular Work Session scheduled for tonight was cancelled.

\_\_\_\_\_  
Wallace E. Nelson, Chairman

\_\_\_\_\_  
Clerk to the Board

\* \* \* \* \*

**The balance of this  
page was intentionally  
left blank.**

**ATTACHMENT A****PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2022-2023****BE IT ORDAINED THIS 20th DAY OF JUNE, 2022, BY THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:****I. GENERAL FUND**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023, in accordance with the chart of account heretofore established of this County:

Governing Body	\$ 69,300
County Manager/Finance/Planning	742,666
Elections	226,597
Tax Department	514,991
Legal	25,000
Register of Deeds	364,892
Public Buildings	851,405
Albemarle Commission	9,076
Sheriff	2,527,779
Communications	782,902
Jail - Operations	440,446
Jail - Debt Service	209,618
Perquimans Museum	5,000
Jury Commission	1,833
Fire Departments/Emergency Management	721,979
Medical Examiner	5,000
Inspections	305,588
Forestry Services	64,120
Emergency Medical Services	2,102,252
Natural Resource Conservation Service	64,576
NRCS - Cost Share Program	16,800
Extension Services	215,907
Veterans Services	10,100
Social Services	2,646,404
Albemarle Regional Health Services	56,921
Mental Health	30,906
Schools - Current Expense	3,100,000
Schools - Capital Outlay	475,000
Schools - Debt Service	836,603
Inter County Public Transportation Authority	6,598
Pettigrew Regional Library	202,695
Recreation	490,401
Albemarle RC&D	750
Various Non-Profit Contributions	50,000
Revaluation Reserve	25,000
Transportation/Scrap Tires/White Goods	16,000
Albemarle Mental Health OPEB	13,605
Aquatic Weed Control	2,000
Albemarle Regional Planning	2,406
Education - OJJ Programs	74,768
College of the Albemarle	32,500
Senior Citizens	270,569
Animal Shelter Operations	65,412
Economic Development	45,020
County Drainage Study	15,000
Library Debt Service	257,185
Tourism Development Authority Contribution	20,000
ARHs Generator	20,000
IT/Cyber Security Upgrades	70,000
Juvenile Detention	4,000
<b>TOTAL GENERAL FUND</b>	<b>\$ 19,107,570</b>

**PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2022-2023**

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023:

**Ad Valorem Taxes:**

Budget Year	\$ 9,472,191
Current Year	265,000
Prior Years Summary	70,750
Penalties & Interest	75,000

**Other Taxes & Licenses:**

Wine & Beer License	\$ 500
Local Option Sales Tax	650,000
Local Option Sales Tax	1,000,000
Local Option Sales Tax	450,000
Local Option Sales Tax	500,000

**Unrestricted Intergovernmental:**

Tax Collections - Municipalities	\$ 23,000
ABC Bottle Revenue	3,500
Beer & Wine	45,000
Utility Franchise Distribution	12,500
Medicaid Hold Harmless	375,000

**Restricted Intergovernmental:**

## State Grants:

RACE-CAR Trial	7,300
PARTF Grant - Recreation	65,600
Social Services	1,805,375
Soil Conservation - Operating	3,600
Soil Conservation - Technician	20,000
Management Entity Funds	6,000
OJJ	77,485
Register of Deeds - A.E. & P.F.	23,179
Health Department - T/ST/WG	14,000
School Resource Officer - Board of Education	120,000
Senior Programs	3,564
Electronic Recycling Fees	1,500
Drainage Fees	8,500
Emergency Management Grant	6,000
DWI - DMV License Revocation	1,000
Nutrition	11,500
Floodplain Mapping - Register of Deeds	6,000
Register of Deeds - Dept. of Cultural Resources	2,750
Register of Deeds - State General Fund	2,000
ARPA Funds Transfer	1,307,515
ICAC Grant	38,883
NCPDS - Law Enforcement	84,270
EM Grant	59,260
Sheriff - Grants	24,500
Veterans Program	2,108

**Permits & Fees:**

Building Permits	\$ 120,000
Register of Deeds	250,000
Recreation Fees	18,000
Ambulance Fees	650,000

**PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2022-2023**

**Sales & Services:**

Senior Center Donations	\$ 1,500
Officer-Sheriff Fees	52,000
Jail Fees	10,000
Rents:	
Farm	16,000
Tower	14,400
Building Leases	90,941
Recreation/Senior Center	7,500
Investment Earnings	10,000
Miscellaneous	35,000
Subdivision Fees	1,500
Zoning Fees	2,000
Tower Consulting Fees	2,000
Veterans Monument Contributions	100
State Funds - Drug Tax	26,448
Town of Hertford Police	350,000
Federal Drug Funds	14,925
Recreation Concessions	1,500
Local Funds - Sheriff / Canine	50
Range Management	500
EMS Donations	2,500
ARHS Community Response	10,000
Local Funds Range Improvements	2,500

**Transfer from Other Funds:**

Water System	\$ 100,000
Municipal Dispatch Fees	23,876
Other Revenues:	
Land Transfer Tax Proceeds	650,000

<b>Fund Balance Appropriated</b>	<b>\$ 0</b>
<b>TOTAL GENERAL FUND:</b>	<b>\$ 19,107,570</b>

**II. WATER DEPARTMENT**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Administration & Operations	\$ 2,298,454
Loan Principal	164,167
Loan Interest	16,279
Contribution to General Fund	100,000
<b>TOTAL WATER SYSTEM FUND</b>	<b>\$ 2,578,900</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Investment Earnings	\$ 2,500
Sale of Water	2,450,000
Taps & Connections	75,000
Reconnections	4,000
Penalties & Interest	35,000
Rent: Towers	5,400
Miscellaneous	2,000
Water Improvement Fund	5,000
Fund Balance Appropriated	0
<b>TOTAL WATER SYSTEM FUND</b>	<b>\$ 2,578,900</b>

**PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2022-2023**

**III. SOLID WASTE FUND**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Administration & Operations	\$ 1,088,444
Recycling Centers Maintenance	5,206
Solid Waste Refunds	3,000
<b>TOTAL SOLID WASTE FUND</b>	<b>\$ 1,096,650</b>

**Section 2: REVENUES** - (Solid Waste Fee: \$160.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Solid Waste Fees	\$ 1,040,000
Investment Earnings	150
Disposal Tax	6,500
Solid Waste Fee - Prior Years	50,000
<b>TOTAL SOLID WASTE FUND</b>	<b>\$ 1,096,650</b>

**IV. REVALUATION RESERVE FUND**

**1. Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Reserve for Revaluation	\$ 25,050
<b>TOTAL REVALUATION FUND</b>	<b>\$ 25,050</b>

**2. Section 2: REVENUES** - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Investment Earnings	\$ 50
Transfer from General Fund	25,000
<b>TOTAL REVALUATION FUND</b>	<b>\$ 25,050</b>

**V. COURT FACILITIES FUND**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Administration & Maintenance	\$ 17,100
District Attorney Office Expense	14,140
Fine & Forfeitures	90,000
<b>TOTAL COURT FACILITIES</b>	<b>\$ 121,240</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Investment Earnings	\$ 0
Facility Fees	30,000
Fines & Forfeiture Fees	90,000
Fund Balance Appropriated	1,240
<b>TOTAL COURT FACILITIES</b>	<b>\$ 121,240</b>

**VI. ECONOMIC DEVELOPMENT FUND**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Professional Services & Expenses	\$ 45,040
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>\$ 45,040</b>



**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Transfer from General Fund	\$ 45,020
Investment Earnings	20
Fund Balance Appropriated	0
<b>TOTAL ECONOMIC DEVELOPMENT</b>	<b>\$ 45,040</b>

#### VII. TOURISM DEVELOPMENT FUND - OCCUPANCY TAX

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Promotions, Marketing, Operating Expenses	\$ 54,430
Fireworks Contribution	1,500
<b>TOTAL TOURISM DEVELOPMENT</b>	<b>\$ 55,930</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Transfer from General Fund	\$ 20,000
Occupancy Tax	33,900
Intergovernmental Transfers	2,000
Interest	30
Fund Balance	0
<b>TOTAL TOURISM DEVELOPMENT</b>	<b>\$ 55,930</b>

#### VIII. EMERGENCY TELEPHONE FUND

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Operating Expenses	\$ 216,000
<b>TOTAL EMERGENCY TELEPHONE FUND</b>	<b>\$ 216,000</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Emergency 911 Fee	\$ 194,966
Fund Balance Appropriated	21,034
<b>TOTAL EMERGENCY TELEPHONE FUND</b>	<b>\$ 216,000</b>

#### IX. COUNTY CONSTRUCTION FUND

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the County Construction Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023.

Capital - Basin	\$ 6,855,000
Capital - Contingency	0
<b>TOTAL COUNTY CONSTRUCTION FUND</b>	<b>\$ 6,855,000</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the County Construction Fund for the fiscal year beginning July 1, 2022 and ending June 30, 2023.

Fund Balance Appropriated	\$ 6,855,000
<b>TOTAL COUNTY CONSTRUCTION FUND</b>	<b>\$ 6,855,000</b>

#### X. OTHER PROVISIONS

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

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

**Section 2:** The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2022-2023.

**P E R Q U I M A N S   C O U N T Y**  
**B U D G E T   O R D I N A N C E**  
**F Y 2 0 2 2 - 2 0 2 3**

**XI. TAX LEVY**

**Section 1:** There is hereby levied a tax at the rate of 61¢ (sixty-one cents) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2022 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.

**Section 2:** This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,496,905,817 and an estimated collection rate of 97%.

This Budget was approved with a vote of five (5) to zero (0) on June 20, 2022. by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote. Commissioner Jones was not present.

---

Wallace E. Nelson, Chairman  
 Perquimans Co. Board of Commissioners

**F E E   S C H E D U L E**  
**F Y 2 0 2 2 - 2 0 2 3**

There is hereby established, for the fiscal year beginning July 1, 2022, and ending June 30, 2023, the following fees for services as indicated:

**Building Inspections**

Construction Fees

Square Foot	\$.25/SF
Minimum Fee	\$75.00
State Fee	\$10.00
In-ground pool (Residential)	\$100.00
In-ground pool (Commercial)	\$125.00
Carports (open all 4 sides)	\$.125/SF
Large Metal	
Buildings	\$.125/SF
Daycare & ABC	\$75.00
Group/ Foster	
Homes	\$50.00
Storage Building 12 x 12 or less	\$25.00
<u>Electrical Fees</u>	
Minimum Fee	\$50.00
Square Foot	\$.10/SF
Temporary Service	\$50.00
Service	
Repair	\$50.00
Service	
Charge	\$.30/amp
Swimming Pools	\$30.00
Sub panel	\$20.00
Generators	\$50.00
Baseboard Heat (per thermostat)	\$10.00
Photovoltaic/Solar	\$5 per string
<u>Plumbing Fees</u>	
Minimum Fee	\$50.00
Per Fixture	\$10.00

Sprinklers	\$50.00
Per Head	\$10.00
<b><u>Mechanical Fees</u></b>	
Central Heating/Air Conditioning	\$75.00
Central - Additional Unit	\$55.00
Minimum Fee	\$50.00
Hood System	\$50.00
Mini Split	
system	\$75.00
Additional	
head(s)	\$25.00
<b><u>Insulation Fees</u></b>	
Insulation	\$75.00
<b><u>L.P. &amp; Natural Gas Fees</u></b>	
Minimum Fee	\$50.00
Per Gas Outlet	\$5.00
<b><u>Sign Fees</u></b>	
Free Standing	\$50.00
<b><u>Renovation Fees</u></b>	
1/2 New Construction	
<b><u>Manufactured Homes</u></b>	
Single Section	\$150.00
Multi Section	\$185.00
Electrical	\$50.00
Mechanical	\$50.00
Plumbing	\$50.00
<b><u>Modular Homes</u></b>	
All set-up	\$.25/SF
Electrical	\$.30/amp
Plumbing	\$50.00
Mechanical	\$55.00
<b><u>Administrative, Negligence &amp; Reinspections</u></b>	
Administrative	\$50.00
Negligence	\$50.00
2nd Negligence	\$100.00
Re-Inspection	\$50.00
Certificate of Occupancy/ Certificate of Completion	\$100.00
<b><u>Junk Car &amp; Trash Administration</u></b>	\$75.00

**Sheriff Department Fees**

Fingerprints	\$5.00/card
Gun Purchase Permits	\$5.00 each
Concealed Handgun Permits	\$90.00
Concealed Handgun Permit Renewals	\$75.00
Service Fees (civil papers)	\$30.00/service
Out of State Service Fees (civil papers)	\$100.00
Notary	\$5 per signature

**EMS Fees**

Attorney's Fees/Records Release Fee	\$25.00
EMS Transport - ALS NE A0426	\$387.07
EMS Transport - ALS E A0427	\$612.87
EMS Transport - BLS NE A0428	\$322.57
EMS Transport - BLS E A0429	\$516.11
EMS Transport - ALS 2 A0433	\$887.06
EMS Transport - Specialty Care A0434	\$1,048.34
ALS or ALS 2 Treatment / No Transport (including Helo) A0998	\$300.00
Transport to Funeral Homes	\$250.00
Zone Car Standby - per hour	\$50.00
Ambulance Crew Standby - First 2 Hours	\$150.00
Ambulance Standby - Additional Hours - per hour	\$60.00
Rural Mileage A0425	\$14.33/Loaded Mileage

*\*Ambulance fee schedule will be adjusted January of each year at 135% minimum when updated by Medicare*

**Recreation Fees**

<b><u>Rental Fees:</u></b>	
Meeting Room/Kitchen	\$60.00/hr (3 hr minimum)
Gymnasium (1/2 day)	\$250.00
Gymnasium (full day)	\$400.00
Tennis Courts (1/2 day)	\$50.00
Tennis Courts (full day)	\$100.00

Outside Basketball (1/2 day)	\$50.00
Outside Basketball (full day)	\$100.00
Field Rental (1/2 day)	\$75.00/field
Field Rental (full day)	\$150.00/field
Lights additional	\$25.00/hour
Field Rental for practices	
Non Rec. teams	\$15.00/hour
with lights	\$25.00/hour

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

**Registration Fees**

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

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

**Register of Deeds**All Instruments (Except Deeds of Trust)

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

Deed of Trust 1st thru 35th Page

Each additional page	\$64.00
	\$4.00

UCC

1 to 2 pages	\$38.00
3 to 10 pages	\$45.00
Over 10 pages ( <i>Plus \$2 per page over 10</i> )	
Search per name	\$30.00
<i>Copy per page</i>	\$2.00

Plats

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

DOT Highway Maps

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

Copies

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

Certified copies (instruments & plats)

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

Notary

Oath	\$10.00
Commission verification	\$5.00

Marriage License

Issuance of license	\$60.00
---------------------	---------

Vital Records

Certified copy (birth, death, marriage)	\$10.00
Delayed birth applications	\$20.00
Amendments	\$15.00
Records search from Vital Records	\$24.00
Plus payable to Vital Records	\$24.00
Legitimations	\$15.00
Plus payable to Vital Records	\$15.00

**Tax Department**

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

GIS Mapping Price List

Plotter

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

Desk printer

Size	Black & White	Image Color
8.5 x 11	\$0.50	\$1.25
8.5 x 14	\$0.75	\$1.50
11 x 17	\$1.00	\$1.75

Data Layers

Entire County parcels with aerial images and ownership information \$200.00  
*(Available on CD & ZIP drive)*

Individual Layers \$50.00 first layer  
 \$25.00 each additional layer

Individual Plotter Maps

Township & Municipality Street Maps Price based on size/color

Zoning Maps per Township/Municipality Price based on size/color  
 Full County Zoning Map \$12.00

County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White

Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color

Availability

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

Payment

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

Custom Work

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

**County Manager**

Zoning Ordinance	\$15.00
Subdivision Ordinance	\$10.00
Junk Ordinance	\$10.00
Junkyard Ordinance	\$10.00
Manufactured Home Park Ordinance	\$5.00
Minimum charge for copy of any other Ordinance	\$5.00
Copies	\$0.25

**Water Department**

Rate Schedule

**WATER RATES- There is a min. charge of \$17.50 for the first 1000 gallons; each additional thousand gallons will be \$9.00/1000 gal.**

Tap-on Fees

Size Meter	Cost of Tap
3/4"	\$1,500.00
1"	\$2,500.00
2"	\$5,000.00
Late Payment Charge	10% of bill
Renter's Deposit	\$75.00
Reconnection Fee	\$25.00
Water Meter Test Fee	\$100.00

Water System Development Fee

\$500 per lot for up to and including four lots on main roads, 6 lots on secondary roads \$2,500 per lot for any lots over four on main roads, 6 lots on secondary roads System Development Fee must be paid before the Final Subdivision Plat is recorded in the Perquimans County Register of Deeds' Office.

**Planning/Zoning**

Zoning Permit (Residential/Home Occupation)	\$0.00
Zoning Permit (for Commercial/Industrial)	\$100.00
Certificate of Compliance (after first site visit)	\$100.00
Sign Permit	\$50.00
Certificate of Compliance (after first site visit)	\$50.00
Zoning Map Change (Re-Zoning)	\$450.00
Zoning Text Change	\$500.00
Planned Unit Development	\$600.00 + atty. & eng. Fees, i/a
Conditional Use Permit/ District	\$300.00 + atty. & eng. Fees, i/a
Appeal or Interpretation	\$300.00
Zoning Variance Request	\$300.00
Variance to Subdivision Regulations	\$100.00
Subdivision Sketch Plat	\$100.00
Minor or Abbreviated Subdivision Plan	\$50.00
Preliminary Plat	\$100.00 + \$15.00 per lot
Final Plat	\$100.00 + \$15.00 per lot
Wireless Telecommunication Facility	\$500.00 County fee
	+Minimum consultant cost of \$6,500.00
	+Certificate of Zoning Compliance (after first visit): \$100.00
Wireless Telecommunication Facility	
(eligible facilities request applications processed per NCGS 153A-349.53)	County fee of \$500.00
	+Minimum consultant cost of \$1,000.00
	+Certificate of Zoning Compliance (after first visit): \$100.00 County Fee
	+Certificate of Zoning Compliance (Consultant fee for verification): \$3,000.00
Wind Energy Facilities	County Zoning Permit Fee of \$500.00
	+Certificate of Zoning Compliance (after first visit) \$100.00
	+Initial Escrow Deposit (Medium Facility) \$50,000.00
	+Initial Escrow Deposit (Large Facility) \$50,000.00

Effective 1-04-16, Zoning Permit Fees and Escrow Deposits to be paid at the time Zoning Permit Application, Fees and detailed Site Plans are submitted for review. If Escrow Account drops below \$10,000, Applicant shall replenish to the original amount before any further action or consideration is taken on any County Permit. Remaining balance will be refunded upon Applicant receiving approval of As-Built Drawings or if Applicant fails to complete project.

*\*Fees denoted for a given application do not include fees for subsequent applications and stages of review. Separate fees will apply for building and other permits.*

**Fire Marshal's Office**

<u>Construction Permits</u>	
Automatic Fire Sprinkler System (new)	\$50.00
-Plus per sprinkler head	\$1.00
Automatic Fire Sprinkler System Renovation	\$25.00
Compressed Gas	\$25.00
Emergency Responder Radio Coverage System	\$50.00
Fire alarm and detection systems (new)	\$50.00
Fire alarm and detection systems (existing)	\$25.00
Fire flow test	\$50.00
Fixed fire suppression system (new)	\$50.00
Fixed fire suppression system (existing)	\$25.00
Standpipe systems (new)	\$50.00
Standpipe systems (existing)	\$25.00
Flammable and Combustible liquids	\$50.00
Hazardous materials	\$75.00
LP Gas (bulk facilities)	\$50.00
Storage tanks	
New installation (per tank)	\$100.00
Removal (per tank)	\$50.00
Temporary membrane structures (tents)	\$25.00
Group Homes/Foster Care Homes	\$0.00
Daycare, Nursing Homes	\$0.00
**All other fire construction permits not listed	\$50.00
Fireworks Initial Inspection Fee - First 2 hours	\$100.00
Fireworks Standby Fees - Additional Hours - per hour	\$50.00
<u>Administrative Fees</u>	
Starting work without a permit	\$50.00
Re-inspection fees (see below)	

*There shall be no initial fee for fire inspection of Level I, II, or III properties required under the NC State Fire Code mandatory inspection schedule. Thirty (30) days following the initial fire inspection, a re-inspection shall be*

conducted by the fire official. If all violations of the fire code have been corrected, no fee shall be imposed. If all violations of the fire code have not been corrected (or a reasonable attempt to correct has not been made), a second notice to comply shall be issued and a fee of \$50.00 shall be imposed. Seven (7) days following the issuance of the second order to comply, the fire official shall return for a re-inspection. If all violations have not been corrected, a final notice shall be issued and an additional fee of \$100.00 shall be imposed. Seven (7) days following the issuance of the final notice, the fire official shall return for a re-inspection. If all violations have not been corrected, and/or all fees have not been paid, the inspector shall issue a one hundred dollar (\$100.00) fee and issue a final notice to comply. After seven (7) additional days, if violations and fees have not been satisfied, the fire inspector shall initiate criminal proceedings, if necessary, in order to bring the establishment into compliance with the NC Fire Code.

\*\*\*\*\*

**PERQUIMANS COUNTY  
CAPITAL PROJECTS ORDINANCE  
COUNTY CONSTRUCTION FUND**

This Capital Projects Ordinance is being authorized for the County Construction Fund.

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in this County Construction Fund beginning July 1, 2022, and ending June 30, 2023.

Capital: Basin	\$ 6,855,000
Capital - Contingency	0
<b>TOTAL COUNTY CONSTRUCTION FUND</b>	<b>\$ 6,855,000</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available for appropriation in the County Construction Fund beginning July 1, 2022, and ending June 30, 2023.

Fund Balance Appropriated	\$ 6,855,000
<b>TOTAL COUNTY CONSTRUCTION FUND</b>	<b>\$ 6,855,000</b>

---

Wallace E. Nelson, Chairman  
Perquimans Co. Board of Commissioners

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

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

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

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2022, and ending June 30, 2023

Reserve for Capital Projects	\$ 1,000
Transfer to General Fund	650,000
<b>TOTAL CAPITAL RESERVE/LAND TRANSFER TAX</b>	<b>\$ 651,000</b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2022, and ending June 30, 2023.

Land Transfer Tax	\$ 650,000
Investment Earnings	1,000
Fund Balance Appropriated	0
<b>TOTAL CAPITAL RESERVE/LAND TRANSFER TAX</b>	<b>\$ 651,000</b>

---

Wallace E. Nelson, Chairman  
Perquimans Co. Board of Commissioners

**P E R Q U I M A N S   C O U N T Y**  
**C A P I T A L   P R O J E C T S   O R D I N A N C E**  
**A R P A   F U N D S**

This Capital Projects Ordinance is being authorized for the ARPA Funds.

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in this ARPA Funds beginning July 1, 2022, and ending June 30, 2023.

<u>Investment Earnings</u>	\$	2,000
<u>ARPA Funds</u>		1,307,515
<b>TOTAL ARPA Funds</b>	<b>\$</b>	<b><u>1,309,515</u></b>

**Section 2: REVENUES** - It is estimated that the following revenues will be available for appropriation in the ARPA Funds beginning July 1, 2022, and ending June 30, 2023.

<u>ARPA Carry Forward</u>	\$	2,000
<u>Transfer to General Fund</u>		1,307,515
<b>TOTAL ARPA Funds</b>	<b>\$</b>	<b><u>1,309,515</u></b>

\_\_\_\_\_  
Wallace E. Nelson, Chairman  
Perquimans Co. Board of Commissioners

\*\*\*\*\*

WORK SESSION  
June 20, 2022  
7:00 p.m.

The Perquimans County Board of Commissioners Work Session on June 20, 2022 was cancelled.

\*\*\*\*\*