
REGULAR MEETING
 February 6, 2023
 7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, February 6, 2023, 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 Charles Woodard, Vice Chairman
 Timothy J. Corprew Joseph W. Hoffer
 T. Kyle Jones James W. Ward
- 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 Corprew 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. Charles Woodard made a motion to approve the Agenda as presented. The motion was seconded by James W. Ward 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. Commissioner Jones informed the Board that he had sold his vehicle and a Tax Refund was included in the Consent Agenda. Therefore, he asked that the Board recuse himself from voting on the Tax Refund within the Consent Agenda. Charles Woodard made a motion to recuse Commissioner Jones from voting on the Tax Refunds. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board. Chairman Nelson asked if there were any other items that needed to be removed. There being none, the following items were considered to be routine and were approved on motion made by Charles Woodard, seconded by James W. Ward with T. Kyle Jones being recused from voting on the Tax Refunds.

- Approval of Minutes:** Approval of Minutes January 3, 2023 Regular Meeting and January 18, 2023 Work Session (**cancelled**) were approved.

- Tax Refund Approvals:**
Ferguson, Nancy-----\$274.50
 Did not receive Veteran's Discount for 2022. Account #265766.
Ferguson, Nancy-----\$274.50
 Did not receive Veteran's Discount for 2021. Account #265766.
Jones, Thomas Kyle-----\$180.72
 Sold vehicle; 11-month refund. Account #69732093.
Billy Hamell Logging, Inc.-----\$700.28
 Three plates were double billed. Account #539495.

Tax Release Approvals:

- Steiner, Douglas & Kristy**-----\$155.47
 Boat was sold and should not have been listed. Account #265230.
Coastal Carolina Carriers, LLC-----\$126.81
 Vehicle was sold. Account #539794.

- Personnel Matters:** The following personnel matters were approved by the Board:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Trevor Batts	Part-Time/Fill-In EMT	Appointment	63/1	\$16.16/hr.	02/01/2023
Paige Scheidler	Part-Time/Fill-In EMT	Appointment	63/1	\$16.16/hr.	02/01/2023
Rashawn Anthony	Part-Time/Fill-In Paramedic	Appointment	68/1	\$20.14/hr.	02/01/2023
Fantasia Saunders	TC-I	Appointment	63/2	\$34,456	02/01/2023
Kenneth Sippel, Jr.	Part-Time/Fill-In Non-Certified Telecommunicator	Appointment	60/1	\$14.16/hr.	02/01/2023
Susan Chaney	Interim Director – Social Services	Appointment	ng*	\$45.00/hr.	02/01/2023
Alexander Ross	Part-Time/Fill-In Paramedic	Certification	68/1	\$20.14/hr.	02/01/2023
Kimberly Meads	Part-Time/Fill-In Paramedic	Certification	68/1	\$20.14/hr.	02/01/2023
Morgan Lily	Part-Time/Fill-In AEMT	Certification	66/1	\$18.44/hr.	02/01/2023
Emily Sawyer	Part-Time/Fill-In AEMT	Certification	66/1	\$18.44/hr.	02/01/2023
Jaylin Prince	Custodian	Resignation			01/24/2023
Russell Gray, III	Certified Deputy	Resignation			02/02/2023
Zachery Hudgins	Paramedic	Resignation			02/14/2023
Zackery Hudgins	Part-Time/Fill-In Paramedic	Job Reclassification	68/1	\$20.14/hr.	02/15/2023
Logan Hogge	Permanent Part-Time TC-I	Resignation			02/27/2023
Logan Hogge	Part-Time/Fill-In TC-I	Job Reclassification	62/2	\$15.85/hr.	02/27/2023
Maria Schwartz	Part-Time/Fill-In Paramedic	Removed from Roster			02/01/2023
Caitlyn Colson	Part-Time/Fill-In Paramedic	Removed from Roster			01/31/2023
Dustin Winslow	Part-Time/Fill-In Paramedic	Removed from Roster			01/31/2023
Krystal Tutwiler	Temporary Supervisor – PT	Removed from Roster			12/30/2022
Katrina Aydlett-White	Part-Time/Fill-In AEMT	Removed from Roster			01/31/2023

**\$45.00 per hour for 15 hours per week for 90 days.*

- Step Increases:**

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Denise Stallings	Public Information Assistant IV	59/3	\$29,598	02/01/2023
Alicia White	IMC III Lead Worker - Adult Medicaid	65/2	\$37,626	02/01/2023
John vonRosenberg	Paramedic	68/2	\$20.64/hr.	02/01/2023

- Budget Amendments:** The following budget amendments were approved by the Board:

**BUDGET AMENDMENT NO. 25
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-034	Extension - 4H Grant	500	
10-615-143	Extension - 4H Grant	500	
EXPLANATION: To amend FY 22/23 budget to include additional funding from Albemarle Community Trust.			

**BUDGET AMENDMENT NO. 26
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	State Grants - Emergency Management	9,952	
10-530-338	EM - Hazardous Materials Grant	9,952	
EXPLANATION: To amend FY 22/23 budget to include additional funding as we have been awarded an HMEP (Hazardous Materials Emergency Preparedness) grant.			

**BUDGET AMENDMENT NO. 27
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	25,541	
10-610-198	DSS - Low Income Energy Assistance	25,541	
EXPLANATION: To amend FY 22/23 budget to include additional funding as awarded by the State.			

**BUDGET AMENDMENT NO. 28
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-010	ECU CH Duke Endowment	227,724	
10-592-741	ECU CH Duke Endowment	227,724	
EXPLANATION: To amend FY 22/23 budget to include additional funding as awarded by The Duke Endowment Grant to be used for our Mobile Integrated Healthcare Program.			

**BUDGET AMENDMENT NO. 29
COUNTY CONSTRUCTION FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-348-006	County Construction – Perq. Marine Park Basin	600,000	
50-000-724	County Construction – Perq. Marine Park Basin	600,000	
EXPLANATION: To amend FY 22/23 budget to include additional Golden Leaf funding.			

7. **Miscellaneous Document:** The following miscellaneous document was unanimously approved by the Board:

- **A Proclamation Proclaiming March 2023 As The 21st Annual March for Meals Month:** At the request of Laura Rollinson, Administrative & Volunteer Coordinator of the Albemarle Commission Senior Nutrition Program, the Board adopted the following Proclamation Proclaiming March 223 as the 21st Annual March for Meals Month:



**A PROCLAMATION PROCLAIMING MARCH 2023 AS THE
21st ANNUAL MARCH FOR MEALS MONTH**

WHEREAS, on March 22, 1972, President Nixon signed into law a measure that amended the Older Americans Act of 1965 to include a national nutrition program for individuals 60 years and older.

WHEREAS, for more than five decades, this landmark law has helped to fund community-based organizations – like Meals on Wheels – and it is still the only federal program designed specifically to meet the nutritional and social needs of older adults.

WHEREAS, this year, Meals on Wheels programs from across the country are joining together for the March for Meals awareness campaign to celebrate its success and garner the support needed to ensure these critical programs can continue to address food insecurity and malnutrition, combat social isolation, enable independence and improve health for years to come.

WHEREAS, Meals on Wheels programs – both congregate and home-delivered, in North Carolina have served our communities admirably for 51 years for North Carolina; and

WHEREAS, volunteers for Meals on Wheels programs in **Perquimans County** are the backbone of the program and they not only deliver nutritious meals to seniors and individuals with disabilities who are at significant risk of hunger and isolation, but also caring concern and attention to their welfare; and

WHEREAS, Meals on Wheels programs in North Carolina provide nutritious meals to seniors throughout **Perquimans County** that help them maintain their health and independence, thereby helping to prevent unnecessary falls, hospitalizations and/or premature institutionalization; and

WHEREAS, Meals on Wheels programs in North Carolina provide a powerful opportunity for social connection for hundreds of seniors to help combat the negative health effects and economic consequences of loneliness and isolation; and

WHEREAS, Meals on Wheels programs in North Carolina deserve recognition for the heroic contributions and essential services they have provided amid the COVID-19 pandemic, inclement weather and other emergencies.

WHEREAS, the senior population is increasing substantially, and action is needed now to support local Meals on Wheels programs through federal, state and local funding; volunteering; donations; and raising awareness to ensure these vital services can continue to be delivered for years to come.

NOW, THEREFORE, PERQUIMANS COUNTY, does hereby proclaim March 2023 as a month celebrating Meals on Wheels and urge every community member to take this month to honor our senior nutrition programs, the individuals they serve and the volunteers who care for them. Our recognition of, and involvement in, the national March for Meals celebration can enrich our entire community and help combat senior hunger and isolation in America.

Dated this 6th day of February, 2023

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to Board

INTRODUCTION OF NEW EMPLOYEE

A. Introduction of New Employee: The following new employee was introduced to the Board:

1. **Bill Jennings:** Bill Jennings, Tax Administrator, introduced Shellie Dickson, Seasonal Tax Lister, who was appointed on December 12, 2022. Ms. Dickson made a few comments and thanked the Board for the opportunity to work in her home county. The Board welcomed her to Perquimans County.

SANDY STEVENSON, NEWBOLD WHITE HOUSE

Mr. Stevenson from the Newbold White House presented a PowerPoint updating the Board on the various activities that have been going on at the Newbold White House campus. He ended his presentation by thanking the Board for their continued support. Chairman Nelson asked if there were any questions or comments from the Board. County Manager Heath asked Mr. Stevenson the following questions:

- **What hours are they opened?** Mr. Stevenson said that currently they are opened on Saturdays from April through October. If you have a group that wishes to visit the campus, you can call and set up an appointment. They currently have over 4,500 visitors a year.
- **Does the Perquimans County Restoration Association receive any marketing assistance from the State?** Mr. Stevenson said that they do not receive any assistance from the State for their marketing. They have applied for State Grants but have not been awarded any.
- **Have you met with our Tourism Director, Stacey Layden?** Mr. Stevenson said that he has and that she is one of the Co-Chairs of the Jollification project in September.

The Board thanked him for the update and looks forward to their future endeavors.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

There being no commissioner's concerns or committee reports, Chairman Nelson moved forward with the meeting.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Marine Park Water Basin Update:** Mr. Heath presented several pictures showing the work that has been done on the Marine Park Water Basin. County Manager Heath said that, on January 30, 2023, Senator Sanderson came to visit the site and was impressed with what the County was doing. County Manager Heath, Chairman Nelson, Commissioner Corprew, Bob Peele, representatives from NC Department of Commerce, and the contractor, Leslie Campbell, were present for the meeting. Sen. Sanderson said that he was committed to providing any support we may need to make the project a great success. Chairman Nelson stated that Bob Peele was instrumental in getting Senator Sanderson to come visit.
- **New School Construction Project:** Mr. Heath reported that the Board of Education has approved a contract for an architect for the project. The architect is Hite Associates out of Greenville, NC. Their estimated start date is April, 2024 and their completion date is tentatively scheduled for April, 2026. Part of this contract includes a section that allows the architect to assist the school board and the County with site selection.
- **Essentials of County Government:** Mr. Heath reported that our two newly elected Commissioners, Timothy Corprew and James Ward, attended the UNC Essentials of County Government class in January.
- **Mary Hunnicutt's Retirement Party:** Mr. Heath reminded the Board that Mary Hunnicutt's retirement party is scheduled for February 23, 2023 from 3:00 to 5:00 p.m. at the Recreation Center. She will be retiring on March 1st. This will be her official last meeting as a full-time Clerk to the Board.

Chairman Nelson asked Commissioners Corprew and Ward if they had any comments about their class in January. Tim Corprew said that it was good to interact with seasoned Commissioners and make connections with them. Mr. Ward said that it was very informative.

SALE OF LAND IN COMMERCE CENTER

County Manager Heath explained that the Board has been negotiating with Story's Restaurant about purchasing five acres of land on the Perquimans River in the Commerce Center for \$200,000. The Story's are wanting to enlarge their current business. County Attorney High has prepared the draft contract to sell the property to the Story's. What Mr. Heath is asking the Board to do tonight is to give the County Manager and County Attorney the authority to proceed with the contract, get a survey of the property made, and to prepare the proper legal documents so that the Board can hold a Public Hearing to complete the sale of this property to the Story's. On motion made by Timothy J. Corprew, seconded by Charles Woodard, the Board authorized the County Manager and County Attorney to proceed with the contract with the Story's to sell five acres of land in the Commerce Center for \$200,000.

PUBLIC COMMENTS

The following public comment was made:

- **Samantha Farrar:** Ms. Farrar explained that her husband is Robert Farrar who will be medically retiring from Perquimans County Sheriff's Office. He has been employed as a Deputy in the Sheriff's Office since December, 2012. In July, 2020, he was attacked while responding to a 911 hang up call. This incident has resulted in him having a condition called Complex Regional Pain Syndrome (CRPS) which has resulted in six surgeries and multiple procedures. They are continuing to fight with Workers' Comp to obtain the medical care that he needs. Since the injury and condition diagnosis, Mr. Farrar has not been medically able to perform the duties of deputy in the Sheriff's Office. The County has accepted his medical retirement which is effective February 20, 2023. They are waiting for the State Medical Board to approve this and they are grateful that the County has approved his retirement however they were quite shocked when they found out that their health insurance will stop. She is coming tonight to ask the County to reconsider paying for his medical insurance after his medical retirement date. He retired after the Commissioners decided to stop paying for retiree insurance and but was grandfathered in after that. However, this benefit was only guaranteed if he retires with a minimum of 20 years. Unfortunately, due to his injury, he cannot work for another 10 years. The County has the option not to continue his medical insurance if he retires before the 20 years even if his disability was sustained during work. She said that her husband did not decide to leave his job. He was injured while protecting the residents of Perquimans County. She further explained that her husband would have given his life for every person sitting in this room tonight. Now, he will not be able to seek medical help for something like a common cold. Workers' Comp is paying for his condition. She is asking the County Commissioners to continue paying for his health insurance until he has the means to pay for his insurance on his own or is found eligible for Medicare or Social Security. She is asking the Board to consider continuing to pay for his medical insurance since he was injured on the job as a first responder. She thanked the Board for their consideration in this situation. Chairman Nelson asked if County Manager Heath could look into this situation and see what the County can do for Mr. Farrar.
- **Pete Perry:** Mr. Perry said that the Christmas lights were a huge success even though there were a few individuals that objected to the lights on the Courthouse green. He asked the Board to see if they could make the same thing happen on July 4th. He asked the Board to consider reinstating the fireworks on July 4th. We have been without them for two years. Mr. Heath explained that he had been looking into it.

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 to approve closed session minutes. On motion made by T. Kyle Jones, seconded by James W. Ward, 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 James W. Ward and unanimously approved by the Board.

No action was required from the Closed Session

ADJOURNMENT

Before adjourning the meeting, Commissioner Corprew explained that Mr. Brinn had taken over the July 4th Fireworks Committee and asked if there was any funding left on the books for this celebration. Mr. Heath said that there was \$1,500 from the County and \$1,500 from the Tourism Development Funds to help with the costs of the fireworks. Mr. Corprew said that he would let Mr. Brinn know and see if we can bring the July 4th fireworks back to Perquimans County. He also said that, per a poll that he did on Facebook, people recommended having the fireworks on Saturday or Sunday night before July 4th.

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:50 p.m. on motion made by Joseph W. Hoffler, seconded by Charles Woodard.

Wallace E. Nelson, Chairman

Clerk to the Board
