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WORK SESSION

October 16, 2023

7:00 p.m.

The Perquimans County Board of Commissioners met in a WORK SESSION on Monday, October 16, 2023, at 7:00 p.m. in 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 P. Hunnicutt, Clerk to the Board

ANGELA JORDAN, SOCIAL SERVICES DIRECTOR

Chairman Nelson recognized Angela Jordan who was going to present an update on the upcoming changes in Medicaid Program effective December 1, 2023. Ms. Jordan thanked the Board for the opportunity to update them on the proposed changes in the Medicaid program. Rebecca Corprew, Administrative Officer I, was also present to answer any questions the Board had. The following DSS Medicaid Expansion Update was presented to the Board:

DSS Medicaid Expansion Updates

10/16/2023

HB76 summarizes the county administration reimbursement. NCGS 108A-147.7 speaks to the statewide funding. The County Social Services Directors were given information in the advocacy meeting last week regarding the county level funds expected to be received. This was reported as the amount of CCU funds received as a lump sum (\$32,424) divided by 5 months (\$ 6,484.80) paid monthly for the remaining months of SFY24 during which time Medicaid Expansion is in effect (Dec-June), totaling \$ 45,393.60 for Perquimans County. This does not include the E&E funding which is a 75% reimbursement rate for direct Medicaid expenses which include salary and benefits for employees who work in Medicaid only. All of our workers are specialized in programs. Medicaid employees only perform Medicaid caseload actions. Therefore, all Medicaid workers including the anticipated positions for expansion are eligible for 75% reimbursement per CMS.

We previously requested 4 expansion workers with 75% reimbursement at the salary rates below:

IMC I - \$ 48,607 annual salary inc. benefits = \$12,151.75 county cost x 3 workers = 36,455.25

IMC II - \$ 50,246 annual salary inc. benefits = \$ 12,561.50 county cost x 1 worker = 12,561.50

Annual county cost = 49,016.75

FY24 Annualized administration subcomponent = - 45,393.60

Total county cost = -3,623.15

After answering several questions from the Board, Chairman Nelson asked Ms. Jordan and Ms. Corprew if they could provide the Board with the current case load for the Medicaid programs. Ms. Corprew said that she will forward the information to County Manager Heath and he will forward it to the Board. There being no further questions or comments from the Board, Chairman Nelson thanked Ms. Jordan and Ms. Corprew for their update.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 8:10 p.m. on motion made by James W. Ward, seconded by Joseph W. Hoffer.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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REGULAR MEETING

November 6, 2023

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, November 6, 2023, at 7:00 p.m. in the Perquimans County Library located at 514 S. Church Street, Hertford, NC 27944. The meeting was moved from the Meeting Room in the Perquimans County Library to the Library due to the Municipal Elections that were being held in the Meeting Room.

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 P. Hunnicutt, Clerk to the Board  
Hackney High, County Attorney (arrived at 7:00 p.m.)

Chairman Nelson called the meeting to order. Commissioner Hoffer gave the invocation and Chairman Nelson led the Pledge of Allegiance. Chairman Nelson stated that the first item of business tonight was to hold two (2) Public Hearings.

**PUBLIC HEARINGS**

Chairman Nelson explained that the Board will hold public hearings for the following items: (1) Proposed Tax Schedules, Standards, & Rules for Appraisal and (2) Proposed Conveyance of Property to East Coast Steel Fabrication.

**Proposed Tax Schedules, Standards, & Rules for Appraisal**

Mr. Nelson opened the first public hearing at 6:30 p.m. stating that the purpose of the public hearing was to receive citizens' comments on the proposed schedules, standards, and rules to be used in the 2024 appraisal for Perquimans County which was submitted to the Board of County Commissioners on October 16<sup>th</sup> during their Work Session and were available for public inspection in the Tax Department, 107 N. Front Street., Hertford, NC. There were sixteen (16) people present. Mr. Nelson recognized Renae McGinnis of Piner Appraisals, Inc. provided an overview of the proposed schedules, standards, and rules to be used in appraisal for Perquimans County. After her PowerPoint presentation, Chairman Nelson asked if there were any questions from the Board. Their being none, he asked Mary Hunnicutt, Clerk to the Board, if anyone had signed up to speak. Ms. Hunnicutt said that there were none. Therefore, Chairman Nelson closed the first public hearing at 6:47 p.m. and proceeded with the second public hearing.

**Proposed Conveyance of Property to East Coast Steel Fabrication**

Mr. Nelson opened the second public hearing at 6:47 p.m. stating that the purpose of the public hearing was to receive citizens' comments on the County's proposed conveyance of a four-acre tract of land to East Coast Steel Fabrication. There were twenty-two (22) people present. Mr. Nelson recognized County Manager Heath who provided an overview of the proposed conveyance of property to East Coast Steel Fabrication. On October 16, 2023, the Board of Commissioners approved the sale of 4.0 acres located in the Commerce Centre off Granby Street for \$35,000 to East Coast Steel Fabrication. After his presentation, Chairman Nelson asked if there were any questions from the Board. Their being none, he asked Mary Hunnicutt, Clerk to the Board, if anyone had signed up to speak. Ms. Hunnicutt said that there were none. Chairman Nelson closed this public hearing at 6:49 and proceeded with the regular meeting at 7:00 p.m.

**AGENDA**

Chairman Nelson stated that a copy of the amended Agenda was at their seats tonight. James W. Ward made a motion to approve the amended Agenda as presented. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board.

**CONSENT AGENDA**

Chairman Nelson asked if there were any items that the Board wished to remove from the Consent Agenda to discuss. There being none, Charles Woodard made a motion to approve the Consent Agenda as presented. The motion was seconded by James W. Ward and unanimously approved by the Board.

1. **Approval of Minutes:** The Minutes from October 2, 2023 Regular Meeting, October 16, 2023 Special Called Meeting & Work Session Meeting were approved by the Board.
2. **Tax Refund & Release Approvals:**

**Tax Refunds:**

**Houlroyd, Thomas** ----- \$170.19  
Customer listed camper that has regular tags on it. Double billed. Account No. 429973.

**Thomas, Melvin Ralph** ----- \$106.45  
Vehicle sold; 5-month refund. Account No. 71041899.

**Tax Releases:**

**Houlroyd, Thomas** ----- \$169.63  
Customer listed camper that has regular tags on it. Double billed. Account No. 429973.

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

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Ashley Stanley	IMC I working against IMC II	Appointment	61/3	\$33,937	11/01/2023
Iasia Collier	Part-Time/Fill-In Certified Telecommunicator I	Certification	63/1	\$16.97/hr.	11/01/2023
Alyssa Ratcliff	Part-Time/Fill-In Certified Telecommunicator I	Certification	63/1	\$16.97/hr.	11/01/2023
Amy Bojo	Part-Time/Fill-In Paramedic	Resignation			10/06/2023

4. **Step/Merit Increases:**

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Trevor Miles	Planning Assistant	61/4	\$34,787	11/01/2023
Ryan Cappel	Certified Deputy	66/4	\$43,350	11/01/2023

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

**BUDGET AMENDMENT NO. 20  
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	5,274	
10-620-303	DSS - Low Income Household Water Assistance	5,274	
<b>EXPLANATION:</b> To amend FY 23/24 budget to include additional funds as awarded by the State for the Low Income Household Water Assistance Program (LIHWAP).			

6. **Board Reappointments:** The following board reappointment/resignation were approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
Tatman, Terry	Trillium Northern Region Advisory Board	Resignation		10/05/2023
Heath, Frank	Highway 17/64 Association Board of Trustees	Reappointment	Review Every Yr	12/01/2023

7. **Miscellaneous Documents:** The following miscellaneous documents were approved by the Board:

- a. **2024 Holiday Schedule:** Each year, the Board needs to approve the State Holiday Schedule for Social Services Department. The Board approved the following list of State Holiday Schedule for 2024:

2024 HOLIDAY SCHEDULE		
HOLIDAY	OBSERVANCE DATE	DAY OF THE WEEK
New Year's Day	January 1, 2024	Monday
Dr. Martin Luther King, Jr. Day	January 15, 2024	Monday
Good Friday	March 29, 2024	Friday
Memorial Day	May 27, 2024	Monday
Independence Day	July 4, 2024	Thursday
Labor Day	September 2, 2024	Monday
Veterans Day	November 11, 2024	Monday
Thanksgiving	November 28 & 29, 2024	Thursday & Friday
Christmas	December 24, 25 & 26, 2024	Tuesday, Wednesday & Thursday

- b. **Operation Green Light:** The National Association of Counties (NACo) has asked the County to adopt a resolution honoring the Veterans by shining a green light in county government buildings and residential homes from November 6<sup>th</sup> through November 12<sup>th</sup>. The Board adopted the following Resolution:

**Resolution Supporting Operation Green Light for Active Military Service Members in Transition to Civilian Life (Veteran Status)**

**WHEREAS**, the residents of Perquimans County have great respect, admiration, and the utmost gratitude for all of the men and women who have selflessly served their country and this community in the Armed Forces; and

**WHEREAS**, the contributions and sacrifices of the men and women that served in the Armed Forces have been vital in maintaining the freedoms and way of life enjoyed by our citizens; and

**WHEREAS**, Perquimans County seeks to honor these individuals who have paid the high price for freedom by placing themselves in harm's way for the good of all; and

**WHEREAS**, there are approximately 700,000 veterans in the State of North Carolina, with over 1,100 of them being in Perquimans County; and

**WHEREAS**, Veterans continue to serve their community in the American Legion, Veterans of Foreign Wars, church groups, civil service; and

**WHEREAS**, approximately 200,000 service members transition to civilian communities annually; and

**WHEREAS**, an estimated 20% increase of service members will transition to civilian life in the near future; and

**WHEREAS**, studies indicate that 44% to 72% of service members experience high levels of stress during transition from military to civilian life; and

**WHEREAS**, Active Military Service Members transitioning from military service are at a high risk for suicide during their first year after military service; and

**WHEREAS**, the Perquimans County Board of Commissioners appreciates the sacrifices our United State Military Personnel made while defending freedom and believes specific recognition be accorded them in appreciation of their service and to demonstrate the honor and support they have earned;

**NOW THEREFORE BE IT RESOLVED**, with designation as a Green Light for Military Service County, Perquimans County hereby declares from November 6, 2023 through November 12, 2023 a time to salute and honor the service and sacrifice of our men and women in uniform transitioning from Active Service; and

**BE IT FURTHER RESOLVED**, that in observance of Operation Green Light, the Perquimans County Board of Commissioners encourages its citizens in patriotic tradition to recognize the importance of honoring all those who the immeasurable sacrifices helped to preserve freedom by displaying a green light in a window of their place of business or residence.

Adopted this the 6<sup>th</sup> day of November, 2023.

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

ATTEST:

\_\_\_\_\_  
Mary P. Hunnicutt, Clerk to Board

- c. **Amendment to No Smoking Policy:** The Board approved adding wording to the current No Smoking Policy that includes vaping wordage and added other locations for no smoking. The Board amended the policy as follows:



**PERQUIMANS COUNTY**

**Office of the Manager**

P.O. BOX 45

HERTFORD, NORTH CAROLINA 27944

TELEPHONE: 252-426-8484

www.perquimanscountync.gov

W. FRANK HEATH, III  
COUNTY MANAGER

October 13, 2023

To: All County Departments and Facilities

From: Frank Heath, County Manager

Subject: Smoking and Vaping

Perquimans County is committed to providing a safe and healthy workplace and to promoting the health and well-being of its employees. As such, the following guidelines have been adopted and apply to all employees, contractors, and visitors of Perquimans County-owned facilities.

To provide a safe and healthy work environment for all employees, it is the policy of Perquimans County to prohibit smoking and vaping in all County owned or controlled buildings, bays, warehouses, plants, facilities, County motor vehicles, watercraft, and any other personal property owned by Perquimans County.

Smoking is defined as the "act of lighting, smoking or carrying a lighted or smoldering cigar, cigarette or pipe of any kind." Vaping refers to the use of electronic nicotine delivery systems or electronic smoking devices such as e-cigarettes, e-pipes, e-hookahs and e-cigars.

Being that Perquimans County must take the lead in public health and safety on behalf of our taxpayers and citizens, please be advised that these guidelines are effective immediately.

Please pass along this information to all your employees and encourage them to come forward to you if the rules established by this document are not being followed. If you have any questions, please contact me at any time.

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

- d. **Request to Sell Aged Service Weapons to Deputies Who Used Them:** At the request of Sheriff Shelby White, the Board approved the following:



**PERQUIMANS COUNTY SHERIFF'S OFFICE**  
**SHERIFF SHELBY WHITE**  
**110 NORTH CHURCH STREET**  
**P. O. BOX 31**  
**HERTFORD NC 27944**  
**(252) 426-5615 Fax (252) 426-4019**

October 27, 2023

To County Manager and County Commissioners:

This is a request to surplus aged service weapons and to be sold for the fair market trade in value to the deputy that was carrying them for service. The ones not purchased will be traded in to the firearms dealer that we use for purchasing of our weapons. The proceeds from the sell and from the trade will be for the purchase of new weapons carried by deputies in service to replace the older ones. The age of the weapons being requested for surplus range from 12 to 25 years old. Below is a list of the weapon models and serial numbers for the request.

Benelli Nova 12 gauge shotguns: Z102840, Z102688, Z102838, Z102919, Z102684, Z102839, Z102933

Benelli Nova 20 gauge shotgun: BA005404

Glock 19 9mm: REY235, GWW147, REY237, LEH985, REY236, REY238, CWW146, CWW145, PED816, NXX244, KVP896

Glock 22 40 Cal: GEP255, PNF694

Sig-Sauer P232 380 Cal: S240047



**PERQUIMANS COUNTY SHERIFF'S OFFICE**  
**SHERIFF SHELBY WHITE**  
**110 NORTH CHURCH STREET**  
**P. O. BOX 31**  
**HERTFORD NC 27944**  
**(252) 426-5615 Fax (252) 426-4019**

The Perquimans County Sheriff's Office in Perquimans County North Carolina has surplused these firearms and will be selling them to our deputies. These firearms have been taken out of inventory as of the date printed below.

Manufacturer: \_\_\_\_\_

Model: \_\_\_\_\_

SN#: \_\_\_\_\_

Perquimans County Sheriff's Signature: \_\_\_\_\_

Perquimans County Sheriff's printed name: \_\_\_\_\_

Date: \_\_\_\_\_

Deputies printed name: \_\_\_\_\_

Deputies signature: \_\_\_\_\_

Date: \_\_\_\_\_

**RECOGNITION OF EMPLOYEES' YEARS OF SERVICE & INTRODUCTION OF NEW EMPLOYEES**

**A. Recognition of Employee's Years of Service:**

Employee Name	Department	Employee Job Title	No. of Years	Effective Date
Pamela Midgett	Social Services	IMS II	15 years	10/01/2023
Sonia Davenport*	EMS	AEMT	20 years	10/01/2023
Frank Heath	County Manager	County Manager	20 years	10/01/2023

*\*Ms. Davenport was unable to attend. Her certificate will be given at a later date.*

**B. Introduction of New Employees:**

1. **Angela Jordan, Social Services Director:** Ms. Jordan introduced the following new full-time employees:

Employee Name	Department	Employee Job Title
Ken'erica Bell	Social Worker IA&T	10/01/2023

2. **Jonathan Nixon, Emergency Services Director:** Mr. Nixon introduced the following new full-time employees:

Department	Employee Name	Employee Job Title	Effective Date
Telecommunications	Camry Harris	Full-Time Telecommunicator I	10/01/2023
EMS	James Michael Wheeler	Full-Time Paramedic	10/01/2023
EMS	Chloe Sehlmeier	Part-Time/Fill-In EMT to Full-Time EMT	10/01/2023

*\*Ms. Sehlmeier had to leave to go on an EMS call. She will be introduced at a later date.*

3. **James Fowden, Investigator:** In the absence of Mr. White, Mr. Fowden introduced the following new full-time employee:

Employee Name	Employee Job Title	Effective Date
Joshua E. Russell	Uncertified Deputy	Joshua E. Russell

After the recognitions/introductions, the employees made a few comments, and the Chairman and Commissioners thanked them for their service and welcomed the new employees to Perquimans County.

### JARED HARRELL, EXTENSION DIRECTOR

Mr. Harrell presented the NC State Extension Memorandum of Agreement (MOA) for Board action. He explained that the MOA will keep things as they are now with regard to the County's part of salary. On motion made by Charles Woodard, seconded by James E. Ward, the Board unanimously approved the NC State Extension MOA as presented.

### BEVERLY GREGORY, CENTER FOR ACTIVE LIVING COORDINATOR

Ms. Gregory explained that, with the change in name and other changes in the Center for Active Living By-Laws, she presented the amended By-Laws for Board consideration and action. On motion made by T. Kyle Jones, seconded by Timothy J Corprew, the Board unanimously approved the amendments to the Center for Active Living By-Laws.

### ANGELA JORDAN, SOCIAL SERVICES DIRECTOR

Ms. Jordan presented her request for additional staffing for the upcoming Medicaid Expansion due to begin on December 1, 2023. Here requests were as follows:

1. **Request for Additional Staff Due to Medicaid Expansion:** Since this is not currently a budgeted item, the Board will need to approve the addition of the three additional Social Services employees and to approve a Budget Amendment to add the funds in their line item to cover these additional employees. Joseph W. Hoffler made a motion to add four workers and one supervisor to their staff. T. Kyle Jones seconded the motion for further discussion purposes. After further discussion, Chairman Nelson asked for a vote. The motion died by a voted of two (2) to four (4) with Commissioners Nelson, Woodard, Ward, and Corprew voting against the motion. After further discussion, Timothy J. Corprew made a motion to add two (2) IMC workers and one (1) IMC Lead Worker and to re-evaluate the status in January, 2024. The motion was seconded by James W. Ward. The budget amendment will be approved at the November 20, 2023 Special Called Meeting. The Board said that they would request that the Director make a report in January as to where we stand with the number of cases. After this was decided, there was a brief discussion on where we stand on appointments for the expanded Social Services Board. Mr. Heath reported that we received three (3) applications: Teresa Blanchard, Thelma Finch-Copeland, Eula Field-Bunch. The Social Services Commission is due to make their decision at their December 13, 2023 meeting. Ms. Blanchard is for a reappointment and the other two are to fill the one spot of newly expanded Board. The Commissioners will appoint an additional member to fill the other spot on the newly expanded Board. The Commissioners could chose to appoint the one that the Social Services Commission does not appoint.
2. **Appointment – IMC I Working Against IMC II:** This appointment was tabled until the November 20, 2023 Special Called Meeting.

### COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following Commissioners' concerns/committee report was given:

- **Commissioner Corprew:** Mr. Corprew asked for an update on the merger of the Hertford ABC Board and Perquimans County. County Manager Heath said he and County Attorney High are still working on the draft merger agreement.

### UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Tax & Finance Computer Software Package:** Mr. Heath reported that we are still in the bid process for a new Tax and Finance Computer Software Package. Hope to have something for Board action by the end of the year.
- **Town of Winfall Planning & Zoning:** Mr. Heath reported that, last Monday, he presented the County's case to Winfall's Town Council for a Special Use Permit for the property in Winfall where the County plans to the Perquimans Intermediate School. The request was approved by a vote of three (3) to two (2). Assuming that the final soil analysis is good, we will proceed with closing on the property on the 80 acres to build the school.
- **New Board of Elections Building:** Mr. Heath reported that the renovations are moving smoothly and that the building should be completed by the end of the year.
- **Marine Park Basin:** Mr. Heath informed the Board that the work on the Marine Park Basin has restarted now that the moratorium on basin reconstructions deceased on November 1<sup>st</sup>.
- **Harbor Town Meeting – October 27, 2023:** Mr. Heath stated that he attended this meeting in Columbia, NC. He learned that the State had allocated over \$2 million to the Town of Hertford for dockage improvements.
- **County Board of The Year Award:** County Manager Heath explained that the Board of Commissioners will be recognized as County Board of the Year on November 14, 2023 in Greensboro, NC. He asked who would be able to attend so that he can give that information to Dr. Tanya Turner. County Manager Heath, Chairman Nelson, and Timothy J. Corprew will be attending.

### CONVEYANCE OF PROPERTY IN COMMERCE CENTER TO EAST COAST STEEL FABRICATION

A public hearing was held earlier in the meeting to consider the conveyance of a four-acre tract of land to East Coast Steel Fabrication for \$35,000. The property is adjacent to their current property. On motion made by Timothy J. Corprew, seconded by Charles Woodard, the Board authorized County Manager Heath and County Attorney High to proceed with the sale of this property to East Coast Steel Fabrication including a special drainage easement to make sure that we keep it cleaned out.

### PLANNING BOARD: SECOND FLAG LOT REQUESTED BY MICHAEL HURDLE

Chainman Nelson recognized Rhonda Repanshek, Planner, who provided the following overview of Mr. Hurdle's request:

Thank you Chairman Nelson

*2<sup>nd</sup> Flag lot request by Michael Hurdle from Tax Parcel No. 5-0034-0119A off Hurdletown Road. Zoned RA, rural agricultural and is for his son.*

- Mr. Hurdle would like to cut out an acre for one of his sons
- Will be beside another family member's home
- Subdivision Regulations Section 402(B)(9) – After the first flag lot, any additional flag lots must go to the Planning Board and Board of County Commissioners
- It's a ministerial decision which means the Board must decide if it meets objective standards listed in the current Subdivision Regulations section 402(B)(9)(a-f), which are listed on the second page of my report in your agenda packet.
- The subject property has an existing 50 foot wide access just over 500 feet long and it is well over the minimum required width. The lot size is more than the required 32,500 square feet and it exceeds the minimum 125 ft. width and 150 ft. depth dimensions. It has a paper from the Health Dept. that states the site is provisionally suitable for a septic system.






PARCEL FOR EMERGENCY COMMUNICATIONS TOWER – ALBEMARLE PLANTATION GIFTING

County Manager Heath explained that, within the State’s Budget, Perquimans County was awarded \$6 million for infrastructure upgrades to our 911 System. Part of that upgrade is to place a tower located in the Bethel area adjacent to Rayburn Lane. Mr. Heath recognized Jonathan Nixon, Emergency Services Director, who gave an overview of the Albemarle Plantation Holdings II, LLC gifting of a one-acre parcel on Rayburn Lane to Perquimans County for the emergency tower. On motion made by Timothy J. Corprew, seconded by James W. Ward, the Board unanimously approved the gifting of property for Emergency Communications Tower from Albemarle Plantation and that County Attorney High would handle the closing on the property.

EMERGENCY SERVICES – REQUEST DONATION OF SURPLUS EQUIPMENT

Chairman Nelson recognized Jonathan Nixon, Emergency Services Director, who requested that the County donate Stryker cot, Serial #09074118, to the College of the Albemarle, see the memorandum of request below. On motion made by James W. Ward, seconded by Charles Woodard, the Board unanimously approved the donation of the Stryker cot, Serial #09074118, to the College of the Albemarle.



**PERQUIMANS COUNTY EMERGENCY SERVICES**

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

(252) 426-5646 Phone - (252) 426-3306 Fax

Jonathan A. Nixon, Director

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To: Frank Heath, County Manager  
 From: Jonathan Nixon, Director *JN*  
 Date: October 18, 2023

Re: Request Sale of Surplus Equipment

College of the Albemarle’s Emergency Medical Services training program remains our primary training partner and education center. It has recently come to my attention that they need an electric stretcher to help train new students on the equipment they will encounter in our region.

I am requesting you consider the transfer of Stryker cot, Serial #090741182, to College of the Albemarle. This Stryker cot/stretchers is over 14 years old and has been placed out of service. These stretchers have a life expectancy between 7-10 years, and while we are maintaining them annually, parts are harder to source, and it is becoming more costly to service this equipment. The cot will not be upgraded to fit the new Power Load Systems (powered rail system) currently in all our EMS units and therefore cannot be used as a backup. The training environment for this equipment would be better suited, and in turn will help ensure that trainees can use the equipment prior to joining an EMS agency.

To offset the loss of the equipment, we have been working to replace much of this outdated equipment through our capital outlay budget requests that are presented to you and the Board each year. We appreciate this support and feel comfortable with our current equipment status.

Please let me know if I can provide additional information that might help you make an informed decision.

PUBLIC COMMENTS

The following public comment was made:

- **Jonathan Nixon:** After asking that it be recorded in the minutes that this was the first time that he has been before the Board and not asked for money, Mr. Nixon invited the Commissioners to attend the Cultural Diversity Training dinner on Monday, November 13, 2023 for Cultural Competency. A mental health professional will be present to address our staff on cultural competency. It will be held at the Emergency Services Building at 6:00 pm.
- **Debera Long:** Ms. Long, Town of Winfall resident, came to inquire from the Board as to what their plans were for the Perquimans Middle School Building once the new school was built in Winfall. She suggested that the County consider using it for a community event center in Winfall on this side of US Highway 17 since the Recreation Center is in Hertford on the other side of US Highway 17.
- **Rebecca Corprew:** Ms. Corprew invited the Commissioners to come see the new playground equipment that was purchased for the foster kids when they come to meet with their parents.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned around 8:14 p.m. on motion made by Charles Woodard, seconded by James W. Ward.

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Wallace E. Nelson, Chairman

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Clerk to the Board

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