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**SPECIAL CALLED MEETING**  
 November 20, 2023  
 7:00 p.m.

The Perquimans County Board of Commissioners met in a SPECIAL CALLED MEETING on Monday, November 20, 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. Hoffler  
 T. Kyle Jones James W. Ward

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager Mary P. Hunnicutt, Clerk to the Board

Chairman Nelson called the meeting to order. Commissioner Corprew gave the invocation and the Chairman led the Pledge of Allegiance. Chairman Nelson explained that the purpose of this Special Called Meeting was to approve the proposed schedules, standards, and rules to be used in appraisal for Perquimans County.

**AGENDA**

Chairman Nelson stated that a copy of the Agenda was at their seats tonight. Joseph W. Hoffler made a motion to approve the Agenda. The motion was seconded by Charles Woodard and unanimously approved by the Board.

**APPROVAL OF PROPOSED SCHEDULES, STANDARDS, & RULES FOR 2024 REVALUATIONS**

Chairman Nelson recognized Renee McGinnis of Piner Appraisal, Inc. presented a request for the Board to approve the proposed schedules, standards, and rules to be used in appraisal for Perquimans County. She asked if any of the Commissioners had any questions or comments. He asked if there were any comments from the public. There being none, Chairman Nelson asked for a motion to approve the proposed schedules, standards, and rules to be used in appraisal for Perquimans County. T. Kyle Jones made a motion to approve the schedules, standards, and rules for the revaluation for Perquimans County for 2024 revaluations. The motion was seconded by James W. Ward and unanimously approved by the Board. Commissioner Woodard stated that he had several residents that have stopped by asking questions about the newspaper article and about the County raising their taxes. Ms. McGinnis said that they would be happy to answer any of their questions. Just refer them to their office.

**ADDITIONAL ACTION NEEDED FOR MEDICAID EXPANSION**

Chairman Nelson stated that the Board needed to take action on several matters for the Medicaid Expansion. He recognized County Manager Heath who explained the following items for Board action:

1. **Budget Amendment No. 21:** Mr. Heath explained that, at their November 6, 2023 meeting, they Board approved to increase the staff at Social Services by three employees, two Income Maintenance Caseworkers and one Lead Worker. In order to cover their expenses, the Board would need to approve Budget Amendment No. 21. On motion made by Charles Woodard, seconded by Joseph W. Hoffler, the Board unanimously approved the following Budget Amendment No. 21:

**BUDGET AMENDMENT NO. 21  
 GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	96,408	
10-610-020	DSS - Salaries	67,733	
10-610-050	DSS - FICA	5,182	
10-610-060	DSS - Group Insurance	14,755	
10-610-070	DSS - Retirement	8,738	
<b>EXPLANATION:</b> To amend FY 23/24 budget to include salaries/benefits for 2 additional IMC workers and 1 Lead Worker position as needed for Medicaid Expansion as discussed and approved at the 11/6/2023 BOC meeting.			

2. **Personnel Matters:** The following personnel matters were requested for Board approval. On motion made by James W. Ward, seconded by Joseph W. Hoffler, the Board unanimously approved the following personnel matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Brandy Haislip	IMC 1 working against IMC II	Appointment	61/3	\$33,937	11/13/2023
Tracee Baxton	IMC 1 working against IMC II	Appointment	61/3	\$33,937	11/13/2023

**ADJOURNMENT**

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:17 p.m. on motion made by Timothy J. Corprew, seconded by Charles Woodard.

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 Wallace E. Nelson, Chairman

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 Clerk to the Board

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**WORK SESSION**  
 November 20, 2023  
 7:00 p.m.

The Perquimans County Board of Commissioners Work Session on November 20, 2023 was cancelled.

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