

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Meeting Room at Perquimans County Library
August 7, 2023
7:00 p.m.

- I. **Call to Order**
- II. **Prayer & Pledge**
- III. **Approval of Agenda**
- IV. **Consent Agenda**
(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)
 - A. Approval of Minutes: July 3, 2023 Regular Meeting & July 17, 2023 Work Session Meeting
 - B. Personnel Matters
 - 1. Appointment: Income Maintenance Caseworker II
 - 2. Appointment: IMC I working toward IMC II
 - 3. Appointment: Part-Time/Fill-In EMT
 - 4. Appointment: Full-Time EMT (3)
 - 5. Appointment: Part-Time/Fill-In Paramedic
 - 6. Promotion: Full-Time Paramedic
 - 7. Appointment: Part-Time/Fill-In Telecommunicator
 - 8. Removed from Roster: Part-Time/Fill-In Paramedic (3)
 - 9. Resignation: Part-Time/Fill-In Non-Certified Telecommunicator
 - C. Step Increases/Merit Increases
 - 1. Social Services (3)
 - 2. Emergency Medical Services (1)
 - 3. Telecommunications (2)
 - 4. Center for Active Living (1)
 - 5. Sheriff's Office (1)
 - 6. Water Department (1)
 - D. Budget Amendment No. 5 - 11
 - E. Miscellaneous Documents
 - 1. Home & Community Care Block Grant (HCCBG)
- V. **Introduction of New Employee**
 - A. Introduction of New Employees
 - 1. Jonathan Nixon, Emergency Services Director
 - 2. Angela Jordan, Social Services Director
 - 3. Virgil Parrish, Chief Building Inspector
 - 4. Beverly Gregory, Center for Active Living Director
- VI. **Scheduled Appointments**
 - A. Bill Jennings, Tax Administrator 7:00 p.m.
 - B. 7:05 p.m.
- VII. **Commissioner's Concerns/Committee Reports**
 - A.
 - B.
- VIII. **Old Business**
 - A. Updates from County Manager
 - B. DSS Board Composition
- IX. **New Business**
 - A. Appointment of Voting Delegate to NCACC Annual Conference
 - B.
- X. **Unscheduled Appointments/Public Comments**
(If you wish to address the Board, please state your name for the record prior to speaking)
 - A.
 - B.

**ACTION
REQUIRED**

- XI. **Closed Session: Per NCGS #143-318-11(5)** - The purpose of the Closed Session is to consult with attorney regarding a real property matter and to approve Closed Session Minutes.
(After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during the closed session.)
- XII. **Adjournment**

FOR INFORMATION ONLY:

- American Legion Post 126 Letter
- The Open Door Letter

DEPARTMENT HEAD REPORT:

- Plat Log
- Tax Department Report
- Building Inspector's Reports
- Code Enforcement Report
- CFS Report for 1st and 2nd Quarters
- Sheriff's Office Report

COMMITTEE WRITTEN REPORTS:

- 911 Communications Division Advisory Board Minutes – January 26, 2023

NOTES FROM THE COUNTY MANAGER

August 7, 2023

7:00 p.m.

IV. **Enclosures:** Items included on the Consent Agenda are enclosed. *If you wish to discuss any of these items, please make that request during the meeting.*

V. The introduction of new employees will be done:

A. **Introduction of New Employees:**

1. **Jonathan Nixon, Emergency Services Director:** Mr. Nixon will introduce the following employees who were promoted to full-time status:

Employee Name	Employee Job Title	Effective Date
Morgan Story	Full-Time Non-Certified IV	06/01/2023
Charity Gebo	Full-Time Telecommunicator I	06/01/2023

2. **Angela Jordan, Social Services Director:** Ms. Jordan will introduce the following new full-time employees:

Employee Name	Employee Job Title	Effective Date
Befinda Owens	Social Worker III (APS)	04/01/2023
Melissa Harris	IMC I working against IMC II	07/01/2023
Michele Light	Public Information Officer IV	07/01/2023

3. **Virgil Parrish, Chief Building Inspector:** Mr. Parrish will introduce the following new full-time employee:

Employee Name	Employee Job Title	Effective Date
William Wynne, Jr.	Code Enforcement Officer	07/01/2023

4. **Beverly Gregory, Center for Active Living Coordinator:** Ms. Gregory will introduce the following employee who was promoted to full-time status:

Employee Name	Employee Job Title	Effective Date
LaRee Sawyer	Data Manager/Center Assistant	07/01/2023

VI.A. **Enclosures.** Bill Jennings will provide an update on the recent foreclosures sale held by ZLS on July 26, 2023.

IX.A. County Manager Heath will present several updates to the Board.

IX.B. The Board will discuss the DSS Board Composition.

X.A. **Enclosure.** The NCACC Annual Conference is being held on August 24-26, 2023 in Wake County. Currently, Chairman Nelson and Commissioners Hoffer, Ward, & Woodard are attending. The Board will need to appoint a Voting Delegate and an Alternate Voting Delegate. Board action is being requested.

XI. **Enclosure.** Pursuant to NC General Statute 143-318-11(5), the Board will go into closed session to consult with attorney regarding a real property matter, and to approve Closed Session Minutes.

(After the Closed Session, the Board is subject to return to Open Session and may take action as needed on any items discussed during the closed session.)

CONSENT AGENDA NOTES

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner)

A. **Enclosures:** Approval of the July 3, 2023 Regular Meeting & July 17, 2023 Regular Work Session Minutes

B. **Enclosure:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Joelisa Drew	Income Maintenance Caseworker II	Appointment	63/1	\$35,295	08/01/2023
Brianna Williams	IMC I Working Toward IMC II	Appointment	61/3	\$33,937	08/01/2023
Lainey Chappell	Part-Time/Fill-In EMT	Appointment	63/1	\$16.97/hr.	08/01/2023
Chilli Moore	Full-Time EMT	Appointment	63/1	\$16.97/hr.	08/01/2023
Ariana Ward	Full-Time EMT	Appointment	63/1	\$16.97/hr.	08/01/2023
Pago Scheidter	Full-Time EMT	Appointment	66/1	\$19.36/hr.	08/01/2023
James Wheeler	Part-Time/Fill-In Paramedic	Appointment	68/2	\$21.68/hr.	08/01/2023
James Wheeler	Full-Time Paramedic	Promotion	68/2	\$21.68/hr.	09/01/2023
Allen Foy	Part-Time/Fill-In Telecommunicator I	Appointment	63/1	\$16.97/hr.	08/01/2023

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Derek Blake	Part-Time/Fill-In Paramedic	Removal from Roster			07/10/2023
Kathryn Boyles	Part-Time/Fill-In Paramedic	Removal from Roster			07/10/2023
Celia McLennan	Part-Time/Fill-In Paramedic	Removal from Roster			07/10/2023
Savannah Felton	Part-Time/Fill-In Non-Certified Telecommunicator	Resignation			07/20/2023

- C. **Enclosures:** During the Budget process, the following step or merit increases were approved for the employees. The following individuals are being recommended by their supervisor for step or merit increases:

Department	Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Social Services	Corrine Brinkley	IMC II	63/1	\$35,295	08/01/2023
Social Services	Tiffany Mappin	IMC II	63/1	\$35,295	08/01/2023
Social Services	Julie Shreckengast	IMC III - Lead Worker	65/2	\$39,508	08/01/2023
EMS	Sonia Davenport	Full-Time AEMT	66/10	\$50,183	08/01/2023
Telecommunications	Anna Johnson	Part-Time/Fill-In Telecommunicator II	66/4	\$19.94/hr.	08/01/2023
Telecommunications	Morgan Stacy	Full-Time Certified Telecommunicator	63/1	\$16.97/hr.	08/01/2023
Center for Active Living	Nettie Gordon	Secretary	56/7	\$14.34/hr.	08/01/2023
Sheriff's Office	William Thomas Wright	Deputy	66/2	\$41,286	08/01/2023
Water	Alyssa Williams	Water Clerk I	61/9	\$39,288	08/01/2023

- D. **Enclosures:** Budget Amendment Nos. 5 - 11 are enclosed for your review and action.
- E. **Enclosures:** The Board will need to review and take action on the following contract/agreement:
1. Home & Community Care Block Grant (HCCBG) Documentation for FY 2023-2024: The enclosed contracts for the HCCBG will be presented for Board consideration and approval.

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
ARPA FUNDS**

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

Section 1: REVENUES - The following amounts are hereby appropriated in this ARPA Funds beginning July 1, 2023, and ending June 30, 2024.

<u>Investment Earnings</u>	\$	15,000
<u>ARPA Funds</u>		1,307,515
TOTAL ARPA Funds	\$	<u>1,322,515</u>

Section 2: APPROPRIATIONS - It is estimated that the following revenues will be available for appropriation in the ARPA Funds beginning July 1, 2023, and ending June 30, 2024.

<u>ARPA Carry Forward</u>	\$	15,000
<u>Transfer to General Fund</u>		1,307,515
TOTAL ARPA Funds	\$	<u>1,322,515</u>

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

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
OPIOID SETTLEMENT FUND**

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

Section 1: REVENUES - The following amounts are hereby appropriated in this Opioid Settlement Fund beginning July 1, 2023, and ending June 30, 2024.

<u>Opioid Settlement Fund</u>	\$	93,873
TOTAL Opioid Settlement Funds	\$	<u>93,873</u>

Section 2: APPROPRIATIONS - It is estimated that the following revenues will be available for appropriation in the Opioid Settlement Funds beginning July 1, 2023, and ending June 30, 2024.

<u>Investment Earnings</u>	\$	500
<u>Opioid Settlement Fund</u>		93,373
TOTAL ARPA Funds	\$	<u>93,873</u>

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

WORK SESSION
June 19, 2023
7:00 p.m.

The Perquimans County Board of Commissioners Work Session on June 19, 2023 was cancelled.

REGULAR MEETING
July 3, 2023
6:50 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, July 3, 2023, at 6:50 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 Timothy J. Corprew T. Kyle Jones	Charles Woodard, Vice Chairman Joseph W. Hoffer James W. Ward
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Frank Heath, County Manager Hackney High, County Attorney	Mary P. Hunnicutt, Clerk to the Board

Chairman Nelson called the meeting to order. Commissioner Woodard gave the invocation and Chairman Nelson led the Pledge of Allegiance. Mr. Nelson explained that the first item of business was to hold a public hearing.

PUBLIC HEARING

Special Use Permit No. SUP-23-02, requested by Tykisha Frierson

Chairman Nelson opened the Public Hearing stating that the purpose of this quasi-judicial public hearing was to receive public comments to consider a Special Use Permit No. SUP-23-02, requested by Tykisha Frierson for a Resumed Dwelling in CH, Highway Commercial zone, at 1604 Ocean Highway South, Tax Parcel No. 3-0066-00027. There were twelve (12) people present. Rhonda Repanshek, County Planner, presented the following overview of the request:

- This is a quasi-judicial public hearing so persons of standing, which are usually the neighbors, have the right to speak, although other people may be allowed to speak at the Board's discretion.
- Notices were mailed, published and posted as directed by NC General Statutes and our County Zoning Ordinance.
- Article VIII, Table of Uses classifies this as a Special Use
- The Draft special use permit (SUP) in your packet has identical conditions that are copied from section 911.28 that are specific to *Resumed Single-Family Dwelling in CH zones*
- One of its conditions is that the replacement must be either site-built, modular, or a double-wide manufactured home.
- An extra condition was added limiting the number of accessory buildings to one and restricting its location to the rear yard.
- 1993 and 1969 aerial photos show a house on the lot, plus it is drawn on an old property tax card AND the Planning office has photos that a previous code enforcement officer took prior to it being torn down.
- It appears to have been a site-built house that was 784 heated square feet built in 1962.
- A septic system permit with final inspection date of May 23, 1968 shows the lot has a well.
- Our County water department does not anticipate any issue if the applicant requests county water.
- Consistency with the LUP ~ According to the Projected Future Land Use map the subject area is zoned Commercial and is in the Highway Corridor Overlay. Future Land Use Compatibility Matrix lists residential use in this zone as "inconsistent". Being inconsistent does NOT mean the use must be denied. Chapter III B. *Housing* states "... the most prevalent and crucial problems ... are related to ... an inadequate supply of standard (housing) units to meet the demands and needs of the general population at prices affordable by the general population. ... All levels of government should do all that is possible to ensure that decent housing and suitable living environments are made accessible to all citizens."

Commissioners may require restrictions upon the location of construction, maintenance, and operation of the special use as deemed necessary for the protection of the public interest.

Planning Board found it to be inconsistent with Perquimans County Land Use Plan (LUP) although it is allowed in our Zoning Ordinance but still unanimously recommended approval of the special use permit with conditions as presented which includes the condition that new residential construction is limited to one accessory building which shall be restricted to the rear yard. Planning Board recommends approval based on the conclusions that:

1. The use will not materially endanger the public health or safety
2. The use meets all required conditions;
3. The use will not substantially injure the value of adjoining property, and
4. The location and character of the use will be in harmony with the area

After her presentation, Chairman Nelson asked if there were any questions from the Board. He also asked Mary Hunnicutt, Clerk to the Board, if anyone had signed up to speak. There being no questions or comments, Chairman Nelson closed this public hearing at 7:00 p.m. and proceeded with the Regular Meeting.

AGENDA

Chairman Nelson stated that a copy of the amended 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. There being none, Joseph W. Hoffer made a motion to approve the Consent Agenda as presented. The motion was seconded by Charles Woodard and unanimously approved by the Board.

1. **Approval of Minutes:** The Minutes from June 6, 2023 Regular Meeting & June 19, 2023 Special Called Meeting & Regular
2. **Personnel Matters:** The following personnel matters were approved by the Board:
 - a. **Salary Classification Update:** The Board approved the Salary Classifications as presented.
 - b. **Personnel Matters:** The following personnel appointments, promotions, reclassifications, & resignations were approved by the Board.

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Melissa Harris	IMC I working against IMC II	Appointment	61/3	\$32,321	07/01/2023
Michele Light	Public Information Assistant IV	Appointment	59/3	\$31,077	07/01/2023
Cyrus Bowe	PT/FT Non-Certified Telecommunicator	Appointment	60/4	\$14,876/hr.	07/01/2023
Savannah Felton	PT/FT Non-Certified Telecommunicator	Appointment	60/1	\$14,876/hr.	07/01/2023
Colleen McDonald	PT/FT Non-Certified Telecommunicator	Appointment	60/1	\$14,876/hr.	07/01/2023
Chloe Schimeyer	PT/FT EMT	Appointment	63/1	\$16,97/hr.	07/01/2023
William Wynne, Jr.	Code Enforcement Officer	Appointment	61/1	\$32,322	07/01/2023
Kamisha Watson	Social Work Supervisor III	Promoted	73/1	\$58,814	07/01/2023
Stacey Layden	Tourism Development	Promoted	68/10	\$34,801	07/01/2023
Julie Seferbeee	Ass't. Emergency Services Director	Promoted	72/4	\$56,454	07/01/2023
Brian Watson	Investigator	Promoted	68/5	\$48,494	07/01/2023
Denise Stallings	Incident Maintenance Technician	Reclassification	59/4	\$31,853	07/01/2023
Lafree Sawyer	Data Manager/Center Assistant	Reclassification	60/8	\$36,762	07/01/2023

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Lerova Banks	Certified Deputy	Reclassification	66/2	\$41,286	07/01/2023
Ryan Cappel	Certified Deputy	Reclassification	66/3	\$42,394	07/01/2023
Dean Polombo, Jr	Certified Deputy	Reclassification	66/4	\$43,350	07/01/2023
Daniel Turner	Certified Deputy	Reclassification	66/6	\$45,518	07/01/2023
Spencer Wentz	Certified Deputy	Reclassification	66/2	\$41,286	07/01/2023
William Wright	Certified Deputy	Reclassification	66/1	\$40,279	07/01/2023
Brian Gregory	Deputy Sheriff	Reclassification	66/5	\$44,408	07/01/2023
Quinton Jordan, Jr.	Deputy Sheriff	Reclassification	66/12	\$52,692	07/01/2023
Taylor Dickey	Deputy Sheriff (Certified)	Reclassification	66/1	\$40,279	07/01/2023
DeAngelo M. Freemonweldy	Deputy Sheriff (Certified)	Reclassification	65/1	\$38,543	07/01/2023
Damon Sizemore	Deputy Sheriff (Certified)	Reclassification	66/5	\$44,408	07/01/2023
Fanni Sawyer	Deputy Sheriff/SRO (Certified)	Reclassification	66/6	\$45,518	07/01/2023
Christopher Murray	Deputy Sheriff/SRO	Reclassification	66/6	\$45,518	07/01/2023
James Burkett, Jr.	Part-Time Certified Deputy	Reclassification	66/3	\$21,356/yr.	07/01/2023
Kendall Horrell	Sergeant	Reclassification	68/10	\$54,801	07/01/2023
Ray Fesmenman, Jr.	Sergeant	Reclassification	68/10	\$54,801	07/01/2023
David Murray	Sergeant of SRO's	Reclassification	68/8	\$52,191	07/01/2023
Victor Salibian	Certified Deputy/SRO Officer	Resignation			05/16/2023
Sandi Loreauson	IMC II - Adult Medicaid	Resignation			06/23/2023
Heniker Coney	PT/PI Non-Certified Telecommunications	Resignation			06/23/2023
William Tutwiler	PT/PI Paramedic	Resignation			06/27/2023

3. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Vigil Parrish	Chief Inspector	71/18	\$76,018	07/01/2023
Howard Williams	Recreation Director	70/12	\$62,838	07/01/2023
Shelton White	Sheriff	76/17	\$92,421	07/01/2023
Jackie Greene	Director - Board of Elections	67/4	\$45,303	07/01/2023
Erica C. Cartwright	Deputy Director - Board of Elections	58/5	\$31,228	07/01/2023
Wayne Jordan	EMS Shift Supervisor (Paramedic)	70/5	\$52,957	07/01/2023
Heather Miller	Paramedic Supervisor	70/5	\$52,957	07/01/2023
Alyssa Polunbo	EMS Compliance Officer/Paramedic	70/4	\$51,697	07/01/2023
Sean Tripp	Paramedic	66/2	\$45,085	07/01/2023
Eric Solisbec	Assistant Building Inspector	67/3	\$44,195	07/01/2023
John Downum, Jr.	Athletic Program Supervisor	64/4	\$39,696	07/01/2023
Brian Baker	Animal Control Officer	62/6	\$38,169	07/01/2023
Thomas Reid	Chief Deputy	72/6	\$90,276	07/01/2023
Fushara Gramby	Tax Clerk - Collections	61/4	\$34,787	07/01/2023
Willam Robbins	Tax Clerk	61/8	\$38,352	07/01/2023
Tracy Hunter	Technician II	60/9	\$37,597	07/01/2023
Robert Smith	Technician I	58/4	\$30,483	07/01/2023

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

BUDGET AMENDMENT NO. 1
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-012	State Emergency Management	67,850	
10-530-347	EM - CBO/EOC 2023	67,850	

EXPLANATION: To amend FY 23/24 budget to add additional funding as awarded by the State for EOC Technology Initiatives.

BUDGET AMENDMENT NO. 3
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-014	EMS - Foundation/ECU Health Community	5,000	
10-592-742	EMS - Foundation/ECU Health Community	5,000	

EXPLANATION: To amend FY 23/24 budget to add additional funding as awarded by ECU Health Community Benefits Program.

BUDGET AMENDMENT NO. 3
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - DSS	32,424	
10-610-295	CCU/MA Expansion Funds	32,424	

EXPLANATION: To amend FY 23/24 budget to add additional funding as required by the State for MA Expansion (roll forward from FY 22/23).

BUDGET AMENDMENT NO. 4
GENERAL FUNDS

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - DSS	27,944	
10-610-206	ENE - CAP Funds	27,944	

EXPLANATION: To amend FY 23/24 budget to add additional funding as required by the State for Medicaid ENE CAP funding (roll forward from FY 22/23).

5. Board Appointments/Resignation: The following board appointments and resignation were approved by the Board:

Name	Board/Committee	Action Taken	Term	Effective Date
Hoffler, Joseph	Historic Hertford, Inc.	Resignation		07/01/2023
Lewis, John	Historic Hertford, Inc.	Appointment	3 yrs.	07/01/2023
Burch, James	Recreation Advisory Committee - Parksville	Appointment	3 yrs.	07/01/2023

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

- Senior Nutrition Contract for FY 2023-2024: This contract is between Perquimans County and Albemarle Commission to handle the Senior Nutrition Program at the Center for Active Living. The cost is \$13,076.91 for 999 for FY 2023-2024.
- Surety Broker Agreement with MARSH, USA LLC for FY 2023-2024: This contract is between Perquimans County and Marsh, USA LLC to handle our surety bonds.
- Resolution - Removal of Certain Public Record Books from Register of Deeds' Office: The Board approved the following Resolution as presented:

**RESOLUTION AUTHORIZING
REMOVAL OF CERTAIN PUBLIC RECORD BOOKS
KEPT BY THE REGISTER OF DEEDS FOR
THE PURPOSE OF REPAIR, RESTORATION
AND REBINDING**

WHEREAS, NCOS 132-7 provides that books of public records should be copied or repaired, renovated or rebound if worn, mutilated, damaged or difficult to read; and

WHEREAS, there is identified certain books of public records maintained by the Register of Deeds in need of repair, restoration and rebinding; and

WHEREAS, Kofile Technologies is under contract to provide repair, restoration and rebinding of those certain books of public records.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF COMMISSIONERS FOR PERQUIMANS COUNTY, NORTH CAROLINA, that:

Section 1. The Register of Deeds is authorized to remove or cause to be removed to the care and custody of Kofile Technologies for repair, restoration and rebinding the following books of public records:

Vital Statistics Marriage Licenses 1907 - 1910

Section 2. The books of public records listed in Section 1 of this resolution may remain in the care and custody of Kofile Technologies for the length of time required to repair, restore and rebind them.

Section 3. This resolution is effective upon its adoption.

ADOPTED the 3rd day of July, 2023.

Wallace Nelson, Chairman
Board of Commissioners

ATTEST:

Mary P. Hannonius, Clerk to the Board

INTRODUCTION OF NEW EMPLOYEES

A. Introduction of New Employees:

1. **Sheriff's Office:** Sheriff Shelby White introduced Taylor Renee Dickey, Certified Deputy, who was appointed on June 1, 2023.
2. **Social Services Department:** Angela Jordan, Social Services Director, introduced the following employees to the Board:

Employee Name	Employee Job Title	Effective Date
Heather Russell	IMC I working toward IMC II	04/01/2023
Condice Mallory	Social Worker III	06/01/2023

After each introduction, the new employees made a few comments and the Chairman and Commissioners welcomed them to Perquimans County.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings was due to introduce Renee McGinnis, Project Manager for Piner Appraisal, who was to provide an update on the progress of the ongoing revaluation. Due to a family emergency, Ms. McGinnis was unable to attend. Mr. Jennings provided an update on the ongoing revaluation. After his report, he asked if there were any questions. There being no comments from the Board, Chairman Nelson thanked Mr. Jennings for the update and proceeded with the regular meeting.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following commissioner's concerns and committee reports were provided:

- > **Commissioner Woodard:** Mr. Woodard shared his concern with the current size of the Social Services Board. He stated that with the upcoming changes in Medicaid expansion, he feels that the County needs to increase their Board from three members to five members. Tonight he is requesting that the Board authorize County Manager and County Attorney to research the process of increasing the membership on the Social Services Board. It was the consensus of the Board to request County Manager Heath and County Attorney High to research this matter and report back to the Commissioners.
- > **Commissioner Corprew:** Mr. Corprew wanted to report that Open Door raised \$50,000 during their recent "Jail-A-Thon" fundraiser. He thanked the Board for their support.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- > **Marine Park River Basin:** County Manager Heath showed pictures that were taken early in June that showed the progress that has been made on this project. At a project meeting in June, the contractor said that the project is on schedule and hopes to have it completed by December 2023.
- > **Monument Marker Update:** Mr. Heath reported that monument markers have been installed.
- > **Fireworks Show:** County Manager Heath wanted to thank several people for their work on the fireworks show last night in Missing Mill Park. It was very well attended and a great show. It was a community effort and Mr. Heath wanted to thank them. Special thanks go to Tim Brim who oversaw the planning & finance part, Diane Cangemi, Chamber of Commerce Director, Stacey Laydon, Tourist Development Authority, Junice Cole, Hertford Town Manager, Doris Walton, Town of Hertford, Sheriff's Office, and Emergency Medical Services. He also reported that they have already raised \$3,000 for next year's Fireworks Show.
- > **GREAT Grant Update:** Mr. Heath informed the Board that Perquimans County will be receiving an additional award from the GREAT Grant in the amount of \$4 million. This is to expand internet infrastructure to rural areas. The first award covered 1960 address points. The second grant will cover 1467 address points. The second batch will cover a large portion of Bethel, areas west of Hertford, and Belvidere. The total cost of the project is \$4.7 million. This is the same amount of the first Grant through Focus Broadband. It has not been finalized yet, but it does look like we will get a second award for the GREAT Grant. He is hoping to receive a final award announcement at the end of this week. On the first grant, the County committed to match up to \$250,000. Focus Broadband put in that we were to match \$200,000 and that Focus Broadband would pay the rest. Mr. Heath wanted to discuss with the Board to get direction on doing the same thing for the second grant. The County is in good financial shape and has a good fund balance. We will be able to serve approximately 1300 people with high-speed

internet and feels that we can do the same thing with the second award. The first grant pretty well covered all of Duran's Neck, New Hope up to Woodville to across US Highway 17. After some discussion, it was the consensus of the Board to have County Manager Heath move forward with the second award grant with the same matching requirements. He will bring back the agreement after all the documents are prepared.

PLANNING BOARD ITEM

Rhonda Repanshek, Planner, presented the following Planning Board item for Board consideration and action:

- Special Use Permit No. SUP-23-02 – Requested by Tykisha Frierson: Chairman Nelson stated that a public hearing was held earlier in the meeting. He asked if there were any questions or comments. There being no further questions or comments, T. Kyle Jones made the motion to find that the proposed Special Use Permit No. SUP-23-02 to be inconsistent with Perquimans County's CAMA Land Use Plan (LUP). HOWEVER, the special conditions are one way to reflect the chapter III (B) 'Housing' idea that, "All levels of government should do all that is possible to insure that decent housing and suitable living environments are made accessible to all citizens." And motion to approve based on the conclusions that:
1. The use will not materially endanger the public health or safety, if located according to the plan submitted and approved;
 2. The use meets all required conditions and specifications;
 3. The use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and
 4. The location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the Perquimans County Land Use Plan.

Joseph W. Hoffer seconded the motion. See Attachment A for a copy of the SUP-23-02 Permit, which was unanimously approved by the Board.

PUBLIC COMMENTS

There were no public comments made.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned around 7:20 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Wallace E. Nelson, Chairman

Clerk to the Board

ATTACHMENT A

Do NOT record this page

-Beginning of Proposed Special Use Permit SUP-23-02
to be recorded by Tykisha Frierson

Resumed Single Family Dwelling in CH, Highway Commercial District

At 1604 Ocean Highway South, Hertford

Applicant: Tykisha Frierson
Landowner: Johnnie Howell, Jr.

Do NOT record this page

SPECIAL USE PERMIT No. SUP-23-02

Page 1 of 5

On the date(s) listed below, the Board of Commissioners for Perquimans County met and held a public hearing to consider the following application:

Applicant:	Tykisha Frierson 1574 Ocean Hwy South Hertford, NC 27944	Owner:	Johnnie Howell, Jr. 1721 Ocean Hwy S. Edenton, NC 27932
Site Location:	1604 Ocean Highway South, Hertford NC 27944		
Tax Parcel No:	3-0068-00027		
Zoning District:	CH, Highway Commercial District and HCOD, Highway Corridor Overlay District		
Proposed Use of Property:	Resumed Single Family Dwelling in CH Zone		
Meeting & Hearing Dates:	Planning Board on <u>6/13/2023</u> & Board of Commissioners on <u>7/3/2023</u> .		

In the statement of the nature of the proposed use the applicant requests to use the property for residential purposes by building a single-family dwelling.

Having heard all the evidence and argument presented at the hearing, the Board of County Commissioners finds that the application is complete, that the application complies with all of the applicable requirements of the Perquimans County Zoning Ordinance for the development proposed, and that therefore the application to make use of the above-described property for the purpose indicated is hereby approved, subject to all applicable provisions of the Zoning Ordinance pertaining to Special Use category "Resumed Single-Family Dwelling" (currently Section 911.28 of the Jan. 3, 2023 version).

At 1604 Ocean Highway South, Hertford

Applicant: Tykisha Frierson
Lastowner: Jehanic Howell, Jr.

Do NOT record this page

WORK SESSION
July 17, 2023
7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, July 17, 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. Hoffier
James W. Ward

MEMBERS ABSENT: T. Kyle Jones

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

After Chairman Nelson called the meeting to order, Commissioner Hoffier gave the invocation and they recited the Pledge of Allegiance. The following matter was discussed.

DSS BOARD COMPOSITION

Chairman Nelson explained that, at the July 3, 2023 meeting, Commissioner Woodard requested and the Board approved to have the County Manager Heath and County Attorney High research the process to increase the Social Services Board membership from three members to five members. The basic reason for this request to increase the membership was due to the expansion of the Medicaid services, which will be implemented soon. During tonight's meeting, County Manager Heath will provide the results of their research. Mr. Nelson also informed the Board that Commissioner Jones would not be here tonight due to his being out of town. Mr. Nelson turned the meeting over to Mr. Heath who presented the information they found. Currently, our Social Services Board has three members: one appointed by Commissioners; one appointed by local Social Services Board; and one appointed by the Social Services Commission. The Governor appoints the Social Services Commission members. Mr. Heath did a comparison of the surrounding counties to determine the number of members on their DSS Board. All of them have five except Dare County who has sixteen. Dare County has sixteen because they have a consolidated Health & Human Services Board. He further stated that the larger counties have larger boards because of the consolidation of the Health & Human Services. Mr. Heath further explained that there are two NC General Statutes that address this issue. These General Statutes are as follows:

§ 108A-7. Size. The county board of social services of a county shall consist of three members, except that the board of commissioners of any county may increase such number to five members. The decision to increase the size to five members or to reduce a five-member board to three shall be reported immediately in writing by the chairman of the board of commissioners to the Department of Health and Human Services.

§ 108A-5(b). Order of appointment. (b) Five-Member Board: Whenever a board of commissioners of any county decides to expand a three-member board to a five-member board of social services, the Social Services Commission shall appoint an additional member for a term expiring at the same time as the term of the existing member appointed by the board of commissioners, and the board of commissioners shall appoint an additional member for a term expiring at the same time as the term of the existing member appointed by the Social Services Commission. The change to a five-member board shall become effective at the time when the additional members shall have been appointed by both the county board of commissioners and the Social Services Commission. Thereafter all appointments shall be for three-year terms.

According to these NC General Statutes, Mr. Heath said that Perquimans County could increase their DSS Board from three to five members by a simple vote of the Board of Commissioners. If the Commissioners approve the request, the new members will be appointed as follows: one will be appointed by the local Board of Commissioners and that individual's term will expire the same time that the current Commissioner appointee's term expires; one will be appointed by the Social Services Commission and that individual's term will expire the same time that the current Social Services Commission appointee's term expires. The County is only required to notify the NC Department of Health & Human Services and the local DSS Board. The Board of Commissioners would also need to notify the Social Services Director so that she could contact the members about their upcoming meetings.

After some discussion, it was the consensus of the Board to move forward with the expansion of the Social Services Board and to add it to an upcoming meeting for action.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned around 7:30 p.m. on motion made by Timothy J. Corprew, seconded by James W. Ward.

Wallace E. Nelson, Chairman

Clerk to the Board

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 12, 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Joelisa Drew

SOC. SEC. NO.: 3030

POSITION: Income Maintenance Caseworker II

DEPT.: Social Services

NEW EMPLOYEE EFFECTIVE DATE: August 1, 2023

GRADE: 63 STEP: 1 SALARY: \$35,295.00

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

[Signature]
DATE: July 12, 2023

COUNTY MANAGER APPROVAL

W. Frank Heath III
DATE: 7/19/23

FINANCE OFFICER _____

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 12, 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Brianna Williams

SOC. SEC. NO.: 4203

POSITION: Income Maintenance Caseworker II

DEPT.: Social Services

*****Ms. Williams is not fully qualified as an IMC II (Grade 63), therefore is an IMC I (Grade 61) working against the IMC II position for a year*****

NEW EMPLOYEE EFFECTIVE DATE: August 1, 2023

GRADE: 61 STEP: 3 SALARY: \$33,937.00

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

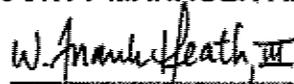
THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION



DATE: July 12, 2023

COUNTY MANAGER APPROVAL



DATE: 7/19/23

FINANCE OFFICER _____

DATE: _____

COPY

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Lainey Chappell SOC. SEC. NO.: _____

POSITION: Part Time Fill In EMT DEPT.: EMS

X NEW EMPLOYEE EFFECTIVE DATE: August 1, 2023

GRADE: 63 STEP: 1 SALARY: \$16.97 Hourly

ENDING DATE OF PROBATIONARY PERIOD: August 1 2024

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ DATE OF EMPLOYEE RESIGNATION

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION *[Signature]* DATE: 8/1/23 COUNTY MANAGER APPROVAL *[Signature]* DATE: 8/3/23

FINANCE OFFICER _____ DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 7 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Chilli Moore

SOC. SEC. NO.:

POSITION: Full time EMT

DEPT.: EMS

X NEW EMPLOYEE EFFECTIVE DATE: 8/1/2023

GRADE: 63 STEP: 1 SALARY: \$16.97 Hourly

ENDING DATE OF PROBATIONARY PERIOD: 8/1/2024

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: STEP: SALARY:

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: STEP: SALARY:

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

DATE OF EMPLOYEE RESIGNATION

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: STEP: SALARY:

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE:

Ana... DATE:

FINANCE OFFICER

DATE:

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 7 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Ariana Ward

SOC. SEC. NO.: _____

POSITION: Full time EMT

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: 8/1/2023

GRADE: 63 STEP: 1 SALARY: \$16.97 Hourly

ENDING DATE OF PROBATIONARY PERIOD: 8/1/2024

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

DATE: _____

Anne Heath

DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 7 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Paige Scheidler

SOC. SEC. NO.: _____

POSITION: Full time AEMT

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: 8/1/2023

GRADE: 66 STEP: 1 SALARY: \$19.36 Hourly

ENDING DATE OF PROBATIONARY PERIOD: 8/1/2024

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

DATE: _____

COUNTY MANAGER APPROVAL
Frank Heath
DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 8/1/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: James Wheeler SOC. SEC. NO.: _____

POSITION: Part Time Fill in Paramedic DEPT.: EMS

X NEW EMPLOYEE EFFECTIVE DATE: August 1, 2023

GRADE: 68 STEP: 2 SALARY: \$21.68 Hourly

ENDING DATE OF PROBATIONARY PERIOD: August 1 2024

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

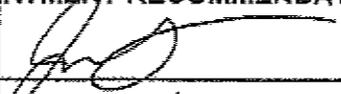
_____ DATE OF EMPLOYEE RESIGNATION
Date

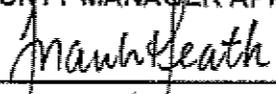
RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL





DATE: 8/1/23

DATE: 8/3/23

FINANCE OFFICER

COPY

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/28/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: James Wheeler SOC. SEC. NO.: _____

POSITION: Full Time Paramedic DEPT.: EMS

X NEW EMPLOYEE EFFECTIVE DATE: September 1, 2023

GRADE: 68 STEP: 2 SALARY: \$21.68 Hourly

ENDING DATE OF PROBATIONARY PERIOD: September 1, 2024

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]

Frank Heath

DATE: 7/28/23

DATE: 8/3/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/11/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Allen Foy

SOC. SEC. NO.:

POSITION: Part Time Fill In Telecommunicator I

DEPT.: Telecommunications

X NEW EMPLOYEE EFFECTIVE DATE: 8/1/2023
GRADE: 63 STEP: 1 SALARY: \$ 16.97 Hourly
ENDING DATE OF PROBATIONARY PERIOD: 8/1/2024

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: STEP: SALARY:

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: STEP: SALARY:

DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

DATE OF EMPLOYEE RESIGNATION

RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: STEP: SALARY:

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Signature and date 7/11/23

Signature and date 7/19/23

FINANCE OFFICER

COPY

DATE:

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/10/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Derek Blake

SOC. SEC. NO.: _____

POSITION: Part Time Fill In Paramedic

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

X 7/10/2023 DATE OF EMPLOYEE REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/10/23

[Signature]
DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/10/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Kathryn (Kate) Boyles

SOC. SEC. NO.: _____

POSITION: Part Time Fill In Paramedic

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

X 7/10/2023 DATE OF EMPLOYEE REMOVAL FROM ROSTER

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

[Signature]
DATE: 7/10/23

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/10/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Celia McLennan

SOC. SEC. NO.: _____

POSITION: Part Time Fill In Paramedic

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

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Date GRADE: _____ STEP: _____ SALARY: _____

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Date

X 7/10/2023 DATE OF EMPLOYEE REMOVAL FROM ROSTER
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/10/23

[Signature]
DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/20/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Savannah Felton SOC. SEC. NO.: _____

POSITION: Part Time Fill in Non- Certified Telecommunicator DEPT.: Telecommunications

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

X 7/20/2023 DATE OF EMPLOYEE RESIGNATION
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/20/23

[Signature]
DATE: 8/3/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 12, 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Corinne Brinkley

SOC. SEC. NO.: 9381

POSITION: Income Maintenance Caseworker II

DEPT.: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

X 8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date

GRADE: 63 STEP: 1 SALARY: \$35,295.00

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Maule Heath

DATE: July 12, 2023

DATE: 8/3/23

FINANCE OFFICER _____

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 12, 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Julie Shreckengast

SOC. SEC. NO.: 2702

POSITION: Income Maintenance Lead Worker III

DEPT.: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

X 8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.

Date GRADE: 65 STEP: 2 SALARY: \$39,508.00

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Frank Heath

DATE: July 12, 2023

DATE: _____

FINANCE OFFICER _____

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 12, 2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Tiffany Maupin

SOC. SEC. NO.: 6107

POSITION: Income Maintenance Caseworker II

DEPT.: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

X 8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date

GRADE: 63 STEP: 1 SALARY: \$35,295.00

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Frank Heath

DATE: July 12, 2023

DATE: 8/3/23

FINANCE OFFICER _____

DATE: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Sonia Davenport

SOC. SEC. NO.: _____

POSITION: Full Time AEMT

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

_____ DATE OF EMPLOYEE RESIGNATION
Date

X 8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 10 SALARY: \$24.13 Hourly \$50.183

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/17/23

[Signature]
DATE: 7/17/23

FINANCE OFFICER

COPY

DATE: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Anna Johnson

SOC. SEC. NO.: _____

POSITION: Part Time Fill In Telecommunicator II

DEPT.: Telecommunications

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ DATE OF EMPLOYEE RESIGNATION

X 8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 4 SALARY: \$ 19.94 Hourly

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 8/1/23

[Signature]
DATE: 8/3/23

FINANCE OFFICER

DATE: _____

COPY

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Morgan Story SOC. SEC. NO.: _____

POSITION: Full Time Certified Telecommunicator DEPT.: Telecommunications

NEW EMPLOYEE EFFECTIVE DATE: _____
GRADE: _____ STEP: _____ SALARY: _____
ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBA-
Date TIONARY PERIOD.

_____ DATE OF EMPLOYEE RESIGNATION
Date

8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 63 STEP: 1 SALARY: \$16.97 Hourly

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

[Signature]
DATE: 7/20/23

COUNTY MANAGER APPROVAL

[Signature]
DATE: 8/3/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/31/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Nettie Gordon

SOC. SEC. NO.: 238-78-7749

POSITION: Secretary

DEPT.: Center for Active Living

NEW EMPLOYEE EFFECTIVE DATE: _____
GRADE: _____ STEP: _____ SALARY: _____
ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

8/1/2023 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
GRADE: 56 STEP: 1 SALARY: \$14.44 hourly

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: December 2022 PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Annaly Guyon
DATE: 7/31/2023

Frank Heath
DATE: 8/3/23

FINANCE OFFICER

COPY

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7-18-2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: William Thomas Wright _____ SOC. SEC. NO.: 245-89-9660 _____

POSITION: Deputy _____ DEPT.: Sheriff's Office _____

NEW EMPLOYEE EFFECTIVE DATE: _____
GRADE: _____ STEP: _____ SALARY: _____
ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 66 _____ STEP: 1 _____ SALARY: \$40,279 _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND
Date RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.

X 8-1-23 _____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP
Date RAISE. (YEAR 2 3 4)
GRADE: 66 _____ STEP: 2 _____ SALARY: \$41,286 _____

_____ DATE OF EMPLOYEE TERMINATION/RESIGNATION.
Date

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

Albert Wright
DATE: 7-18-23

COUNTY MANAGER APPROVAL

Frank Heath
DATE: 7/19/23

FINANCE OFFICER

DATE: _____

COPY

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/17/2023

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Alyssa Williams

SOC. SEC. NO.: _____

POSITION: Water Clerk I

DEPT.: Water

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

8/1/23 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: 61 STEP: 9 SALARY: \$39,288

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: N/A PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

[Signature]
DATE: 7/17/2023

[Signature]
DATE: 7/17/23

FINANCE OFFICER

DATE: _____

COPY

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 5

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-035	Extension - FCS Grant	1,500	
10-615-141	Extension - FCS Grant	1,500	
EXPLANATION: To amend FY 23/24 budget to add additional funding as awarded by Vidant Health for the Food Service Program.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 6

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-018	EM - CBC Grant - EOC	8,114	
10-560-344	EM - CBC Grant - EOC	8,114	
EXPLANATION: To amend FY 23/24 budget to add additional funding as previously awarded through the CBC/EOC.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 7

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-004	Assistance to Fire Fighters	180,917	
10-592-747	Assistance to Fire Fighters	180,917	
EXPLANATION: To amend FY 23/24 budget to add additional funding as previously awarded thru the Assistance to the Fire Fighers Grant.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 8

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-010	ECU CH Duke Endowment	78,044	
10-592-741	ECU CH Duke Endowment	78,044	
EXPLANATION: To amend FY 23/24 budget to add additional funding as previously awarded through the Duke Endowment Grant.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 9

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-360-003	ARHS Community Response	13,407	
10-592-743	ARHS Community Response	13,407	
EXPLANATION: To amend FY 23/24 budget to add the FY 22/23 remaining funds for ARHS Community Response.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS / SOLID WASTE FUND
NO. 10

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-399-000	Fund Balance Appropriated	250,000	
10-690-912	Transfer to Solid Waste Fund	250,000	
10-690-912	Transfer to Solid Waste Fund		250,000
10-120-000	Treasurer	250,000	
38-120-000	Treasurer		250,000
38-397-000	Transfer from General Fund	250,000	
38-397-000	Transfer from General Fund		250,000
38-750-910	SW - Health Department Landfill	250,000	
EXPLANATION: To amend FY 23/24 budget to add additional funding to account for July and August expenses. To be recouped with September billing.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 11

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 7th DAY OF AUGUST, 2023, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2023 - 2024 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-034	Extension - 4H Grants	1,500	
10-615-143	Extension - 4H Grants	1,500	
EXPLANATION: To amend FY 23/24 budget to add additional funding a awarded by Vidant Health for the 4H Program.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, ON THIS 7th DAY OF AUGUST, 2023.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON THIS 7th DAY OF AUGUST, 2023.

 Chairman, Board of Commissioners

 Finance Officer



July 24, 2023

Tracy Mathews, Finance Officer
P.O. Box 45
Hertford, NC 27944

CAMDEN

CHOWAN

CURRITUCK

DARE

GATES

HYDE

PASQUOTANK

PERQUIMANS

TYRRELL

WASHINGTON

COLUMBIA

CRESWELL

DUCK

EDENTON

ELIZABETH CITY

GATESVILLE

HERTFORD

KILL DEVIL HILLS

KITTY HAWK

MANTEO

NAGS HEAD

PLYMOUTH

ROPER

SOUTHERN SHORES

WINFALL

Dear Ms. Mathews:

The Home and Community Care Block Grant (HCCBG) Planning Committee has determined how funding for FY 2023-2024 would be distributed among the providers.

Enclosed are the provider contracts based on their decision. These need to be signed by the County Manager, Board Chair of the County Commissioners and the Finance Officer where indicated. Enclosed are two copies of the County Funding Plan (form DAAS-731) and the Agreement for the Provision of County-Based Aging Services (form DAAS-735) which need to be completed and signed by the County Manager, Board Chair and Finance Officer. Please have them sign all forms, keeping a set of copies for the county and return the other set to me at the address below.

Thank you for your assistance.

Sincerely,

Jasmine S. Wilson
Aging Programs and Contract Specialist

Enclosures

DAAS-735
(revised 2/16)

It is understood and agreed that the grant administrator for the County shall represent the County in the performance of this Agreement. The County shall notify the Area Agency in writing if the administrator changes during the grant period. Specific responsibilities of the grant administrator for the County are provided in paragraph seven (7) of this Agreement.

4. Services authorized through the County Funding Plan, as specified on the Provider Services Summary format(s) (DAAS-732) are to commence no later than July 1 of the state fiscal year and shall be undertaken and pursued in such sequence as to assure their expeditious completion. All services required hereunder shall be completed on or before the end of the Agreement period, June 30 of the state fiscal year.
5. Assignability and Contracting. The County shall not assign all or any portion of its interest in this Agreement. Any purchase of services with Home and Community Care Block Grant for Older Adults funding shall be carried out in accordance with the procurement and contracting policy of the community services provider or, where applicable, the Area Agency, which does not conflict with procurement and contracting requirements contained in 45 CFR Part 75, Subpart D-Post Federal Award Requirements, Procurement Standards. Federal funds shall not be awarded to any subrecipients who have been suspended or debarred by the Federal government. In addition, Federal funds may not be used to purchase goods or services costing over \$100,000 from a vendor that has been suspended or debarred from Federal grant programs.
6. Compensation and Payments to the County. The County shall be compensated for the work and services actually performed under this Agreement by payments to be made monthly by the Area Agency. Total reimbursement to the community service providers under this Agreement may not exceed the grand total of Block Grant funding, as specified on the Provider Services Summary format (DAAS-732).

(a) Interim Payments to the County

Upon receipt of a written request from the County, the Division of Aging and Adult Services, through the Area Agency, will provide the County Finance Officer with an interim payment equivalent to seventy percent (70%) of one-twelfth (1/12) of the County's Home and Community Care Block Grant allocation by the 22nd of each month.

(b) Reimbursement of Service Costs

Reimbursement of service costs are carried out as provided in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

DAAS-735
(revised 2/16)

c) Role of the County Finance Director

The County Finance Director shall be responsible for disbursing Home and Community Care Block Grant Funding to Community Service Providers in accordance with procedures specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, revised February 17, 1997.

(d) Payment of Administration on Aging Nutrition Services Incentive Program (NSIP) Subsidy

NSIP subsidy for congregate and home delivered meals will be disbursed by the Division of Aging and Adult Services through the Area Agency to the County on a monthly basis, subject to the availability of funds as specified in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Services Providers, revised February 17, 1997.

If through the US Department of Agriculture Area Agency on Aging Elections Project, the County elects to receive a portion of its USDA entitlement in the form of surplus commodity foods in lieu of cash, the Area Agency will notify the County in writing of its community valuation upon notification from the Division of Aging and Adult Services. The delivery of commodity and bonus foods is subject to availability. The County will not receive cash entitlement in lieu of commodities that are unavailable or undelivered during the Agreement period.

7. Reallocation of Funds and Budget Revisions. Any reallocation of Block Grant funding between counties shall be voluntary on the part of the County and shall be effective only for the period of the Agreement. The reallocation of Block Grant funds between counties will not affect the allocation of future funding to the County. If during the performance period of the Agreement, the Area Agency determines that a portion of the Block Grant will not be expended, the grant administrator for the County shall be notified in writing by the Area Agency and given the opportunity to make funds available for reallocation to other counties in the Planning and Service Area or elsewhere in the state.

The County may authorize community service providers to implement budget revisions which do not cause the County to fall below minimum budgeting requirements for access, in-home, congregate, and home delivered meals services, as specified in Division of Aging and Adult Services budget instructions issued to the County. If a budget revision will cause the County to fall below minimum budgeting requirements for any of the aforementioned services, as specified in Division of Aging and Adult Services budgeting instructions issued to the County, the grants administrator for the County shall obtain written approval for the revision from the

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Area Agency prior to implementation by the community service provider, so as to assure that regional minimum budgeting requirements for the aforementioned services will be met.

Unless community services providers have been given the capacity to enter data into the Aging Resources Management System (ARMS), Area Agencies on Aging are responsible for entering amended service data into the Division of Aging and Adult Services Management Information System, as specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

8. Monitoring. This Agreement will be monitored to assure that services are being provided as stated in the Division of Aging and Adult Service Monitoring Policies and Procedures at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

The monitoring of services provided under this Agreement shall be carried out by the Area Agency on Aging in accordance with its Assessment Plan and as specified in Administrative Letter 12-08. As of July 1, 2012, DAAS Program Compliance Representatives (PCRs) are no longer monitoring HCCBG services provided through county departments of social services.

Counties and community service providers will receive a written report of monitoring findings in accordance with procedures established in Section 308 of the AAA Policies and Procedures Manual (<http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>). Any areas of non-compliance will be addressed in a written corrective action plan with the community service provider.

9. Disputes and Appeals. Any dispute concerning a question of fact arising under this Agreement shall be identified to the designated grants administrator for the Area Agency. In accordance with Lead Regional Organization (LRO) policy, a written decision shall be promptly furnished to the designated grants administrator for the County.

The decision of the LRO is final unless within twenty (20) days of receipt of such decision the Chairman of the Board of Commissioners furnishes a written request for appeal to the Director of the North Carolina Division of Aging and Adult Services, with a copy sent to the Area Agency. The request for appeal shall state the exact nature of the complaint. The Division of Aging and Adult Services will inform the Chairman of the Board of Commissioners of its appeal procedures and will inform the Area Agency that an appeal has been filed. Procedures thereafter will be determined by the appeals process of the Division of Aging and Adult Services. The state agency address is as follows:

Director
North Carolina Division of Aging and Adult Services
2101 Mail Service Center
693 Palmer Drive
Raleigh, North Carolina 27699-2101

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10. Termination for Cause. If through any cause, the County shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or the County has or shall violate any of the covenants, agreements, representations or stipulations of this Agreement, the Area Agency shall have the right to terminate this Agreement by giving the Chairman of the Board of Commissioners written notice of such termination no fewer than fifteen (15) days prior to the effective date of termination. In such event, all finished documents and other materials collected or produced under this Agreement shall at the option of the Area Agency, become its property. The County shall be entitled to receive just and equitable compensation for any work satisfactorily performed under this Agreement.

11. Audit. The County agrees to have an annual independent audit in accordance with North Carolina General Statutes, North Carolina Local Government Commission requirements, Division of Aging and Adult Services Program Audit Guide for Aging Services and Federal Office of Budget and Management (OMB) Uniform Guidance 2 CFR Part 200.

Community service providers, as specified in paragraph one (1), who are not units of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission are subject to audit and fiscal reporting requirements, as stated in NC General Statute 143C-6-22 and 23 and OMB Uniform Guidance CFR 2 Part 200, where applicable. Applicable community service providers must send a copy of their year-end financial statements, and any required audit, to the Area Agency on Aging. Home and Community Care Block Grant providers are not required to submit Activities and Accomplishments Reports. For-profit corporations are not subject to the requirements of OMB Uniform Guidance 2 CFR Part 200, but are subject to NC General Statute 143C-6-22 and 23 and Yellow Book audit requirements, where applicable. **Federal funds** may not be used to pay for a **Single or Yellow Book audit** unless it is a federal requirement. **State funds** will not be used to pay for a **Single or Yellow Book audit** if the provider receives less than \$500,000 in state funds. The Department of Health and Human Services will provide confirmation of federal and state expenditures at the close of the state fiscal year. Information on audit and fiscal reporting requirements can be found at <https://www.ncgrants.gov/NCGrants/PublicReportsRegulations.jsp>

The following provides a summary of reporting requirements under NCGS 143C-6-22 and 23 and OMB Uniform Guidance 2 CFR Part 200 based upon funding received and expended during the service provider's fiscal year.

<u>Annual Expenditures</u>	<u>Report Required to AAA</u>	<u>Allowable Cost for Reporting</u>
<ul style="list-style-type: none"> • Less than \$25,000 in State or Federal funds 	Certification form and State Grants Compliance Reporting <\$25,000 (item # 11, Activities and Accomplishments	N/A

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- does not have to be completed)
OR
Audited Financial Statements in
Compliance with GAO/GAS
(i.e. Yellow Book)
- Greater than \$25,000 and less than \$500,000 in State Funds or \$750,000 in Federal Funds
Certification form and Schedule of Grantee Receipts >\$25,000 and Schedule of Receipts and Expenditures
N/A
- OR
Audited Financial Statements in
Compliance with GAO/GAS
(i.e. Yellow Book)
- \$500,000 + in State funds but Federal pass through in an amount less than \$750,000
Audited Financial Statement in compliance with GAO/GAS (i.e. Yellow Book)
May use State funds, but not Federal Funds
 - \$500,000+ in State funds and \$750,000+ in Federal pass through funds
Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e. Single Audit)
May use State and Federal funds
 - Less than \$500,000 in State funds and \$750,000+ in Federal pass through funds
Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part (i.e. Single Audit)
May use Federal funds, but not State funds.
12. Audit/Assessment Resolutions and Disallowed Cost. It is further understood that the community service providers are responsible to the Area Agency for clarifying any audit exceptions that may arise from any Area Agency assessment, county or community service provider single or financial audit, or audits conducted by the State or Federal Governments. In the event that the Area Agency or the Department of Health and Human Services disallows any expenditure made by the community service provider for any reason, the County shall promptly repay such funds to the Area Agency once any final appeal is exhausted in accordance with paragraph nine (9). The only exceptions are if the Area Agency on Aging is designated as a community service provider through the County Funding Plan or, if as a part of a procurement

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process, the Area Agency on Aging enters into a contractual agreement for service provision with a provider which is in addition to the required County Funding Plan formats. In these exceptions, the Area Agency is responsible for any disallowed costs. The County or Area Agency on Aging can recoup any required payback from the community service provider in the event that payback is due to a community service provider's failure to meet OMB Uniform Guidance CFR 2 Part 200, 45 CFR Part 1321 or state eligibility requirements as specified in policy.

13. Indemnity. The County agrees to indemnify and save harmless the Area Agency, its agents, and employees from and against any and all loss, cost, damages, expenses, and liability arising out of performance under this Agreement to the extent of errors or omissions of the County.
14. Equal Employment Opportunity and Americans With Disabilities Act Compliance. Both the County and community service providers, as identified in paragraph one (1), shall comply with all federal and state laws relating to equal employment opportunity and accommodation for disability.
15. Data to be Furnished to the County. All information which is existing, readily available to the Area Agency without cost and reasonably necessary, as determined by the Area Agency's staff, for the performance of this Agreement by the County shall be furnished to the County and community service providers without charge by the Area Agency. The Area Agency, its agents and employees, shall fully cooperate, with the County in the performance of the County's duties under this Agreement.
16. Rights in Documents, Materials and Data Produced. The County and community service providers agree that at the discretion of the Area Agency, all reports and other data prepared by or for it under the terms of this Agreement shall be delivered to, become and remain, the property of the Area Agency upon termination or completion of the work. Both the Area Agency and the County shall have the right to use same without restriction or limitation and without compensation to the other. For the purposes of this Agreement, "data" includes writings, sound recordings, or other graphic representations, and works of similar nature. No reports or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the County.
17. Interest of the Board of Commissioners. The Board of Commissioners covenants that neither the Board of Commissioners nor its agents or employees presently has an interest, nor shall acquire an interest, direct or indirect, which conflicts in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the service hereunder in an impartial and unbiased manner.
18. Interest of Members of the Area Agency, Lead Regional Organization, and Others. No officer, member or employee of the Area Agency or Lead Regional Organization, and no public official

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of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decisions relating to this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; nor shall any such persons have any interest, direct or indirect, in this Agreement or the proceeds arising there from.

19. Officials not to Benefit. No member of or delegate to the Congress of the United States of America, resident Commissioner or employee of the United States Government, shall be entitled to any share or part of this Agreement or any benefits to arise here from.
20. Prohibition Against Use of Funds to Influence Legislation. No part of any funds under this Agreement shall be used to pay the salary or expenses of any employee or agent acting on behalf of the County to engage in any activity designed to influence legislation or appropriations pending before Congress.
21. Confidentiality and Security. Any client information received in connection with the performance of any function of a community service provider or its subcontractors under this Agreement shall be kept confidential. The community service provider acknowledges that in receiving, storing, processing, or otherwise handling any confidential information, the agency and any subcontractors will safeguard and not further disclose the information except as provided in this Agreement and accompanying documents.
22. Record Retention and Disposition. All state and local government agencies, nongovernmental entities, and their subrecipients, including applicable vendors, that administer programs funded by federal sources passed through the NC DHHS and its divisions and offices are expected to maintain compliance with the NC DHHS record retention and disposition schedule and any agency-specific program schedules developed jointly with the NC Department of Cultural Resources, Division of Archives and Records. Retention requirements apply to the community service providers funded under this Agreement to provide Home and Community Care Block Grant services. Information on retention requirements is posted at <http://www.ncdhhs.gov/control/retention/retention.htm> and updated semi-annually by the NC DHHS Controller's Office. By funding source and state fiscal year, this schedule lists the earliest date that grant records in any format may be destroyed. The Division of Archives and Records provides information about destroying confidential data and authorized methods of record destruction (paper and electronic) at <http://archives.ncdcr.gov/For-Government/Retention-Schedules/Authorized-Destruction>.

The NC DHHS record retention schedule is based on federal and state regulations and pertains to the retention of all financial and programmatic records, supporting documents, statistical records, and all other records supporting the expenditure of a federal grant award. Records legally required for ongoing official proceedings, such as outstanding litigation, claims, audits,

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or other official actions, must be maintained for the duration of that action, notwithstanding the instructions of the NC DHHS record retention and disposition schedule.

In addition to record retention requirements for records in any format, the long-term and/or permanent preservation of electronic records require additional commitment and active management by agencies. The community service provider will comply with all policies, standards, and best practices published by the Division of Aging and Adult Services regarding the creation and management of electronic records.

- 23. Applicable Law. This Agreement is executed and is to be performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State.

In witness whereof, the Area Agency and the County have executed this Agreement as of the day first written above.

Perquimans County

Attest:

_____ By: _____
Chairman, Board of Commissioners

Area Agency

Attest:


_____ By: 
Area Agency Director Executive Director, Lead Regional Organization

Provision for payment of the monies to fall due under this Agreement within the current fiscal year have been made by appropriation duly authorized as required by the Local Government Budget and Fiscal Control Act.

BY: 
FINANCE OFFICER, Lead Regional Organization



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

PERQUIMANS COUNTY TAX DEPARTMENT

August 1, 2023

To: Perquimans County Board of Commissioners

I will be present to update the Board on the recent foreclosure sale held by ZLS on July 26.

Mrs. Renee McGinnis, Project Manager, for Piner Appraisal will be present. She will give the Board an update and time line for the upcoming 2024 Reappraisal.

If you have any questions, please feel free to let me know.

Sincerely,

Bill Jennings
Perquimans County
Tax Administrator

Voting Delegate Designation for NCACC 116th Annual Conference

Alisa Cobb <alisa.cobb@ncacc.org>

Wed 7/5/2023 11:20 AM

To:County Managers <CountyManagers@ncacc.org>;County Clerks <countyclerks@ncacc.org>

Good morning County Managers and Clerks to the Board,

In order to capture voting delegate designations for the upcoming NCACC Annual Conference in August, we are asking your county to submit your voting delegate designation via this [link](#). You will have the option to select one person to serve as the voting delegate and one person as an alternate, if that is your preference. Click [here](#) to indicate who will serve as your voting delegate for the NCACC Annual Conference.

The NCACC's 116th Annual Conference Business Session will be held in Wake County on Saturday, August 26, at 2 pm, with each county entitled to one vote on items that come before the membership, including the election of the NCACC Second Vice President.

NCACC Constitution, Article VI:

"On all questions, including the election of officers, each county represented shall be entitled to one vote, which shall be the majority expression of the delegates of that county. The vote of any county in good standing may be cast by any one of its County Commissioners who is present at the time the vote is taken; provided, if no commissioner be present, such vote may be cast by another county official, elected or appointed, who holds elective office or an appointed position in the county whose vote is being cast and who is formally designated by the Board of County Commissioners. These provisions shall likewise govern district meetings of the Association. A county in good standing is defined as one which has paid the current year's dues."

Please submit your voting delegate designations by Monday, August 21, close of business. Should you have any questions, please contact Alisa Cobb at alisa.cobb@ncacc.org. Thank you,



North Carolina
Association of
County Commissioners

Alisa Cobb

Senior Administrative Assistant

Phone (919) 715-2685

www.ncacc.org

§ 143-318.11. Closed sessions.

(a) Permitted Purposes. - It is the policy of this State that closed sessions shall be held only when required to permit a public body to act in the public interest as permitted in this section. A public body may hold a closed session and exclude the public only when a closed session is required:

- (1) To prevent the disclosure of information that is privileged or confidential pursuant to the law of this State or of the United States, or not considered a public record within the meaning of Chapter 132 of the General Statutes.
- (2) To prevent the premature disclosure of an honorary degree, scholarship, prize, or similar award.
- (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. General policy matters may not be discussed in a closed session and nothing herein shall be construed to permit a public body to close a meeting that otherwise would be open merely because an attorney employed or retained by the public body is a participant. The public body may consider and give instructions to an attorney concerning the handling or settlement of a claim, judicial action, mediation, arbitration, or administrative procedure. If the public body has approved or considered a settlement, other than a malpractice settlement by or on behalf of a hospital, in closed session, the terms of that settlement shall be reported to the public body and entered into its minutes as soon as possible within a reasonable time after the settlement is concluded.
- (4) To discuss matters relating to the location or expansion of industries or other businesses in the area served by the public body, including agreement on a tentative list of economic development incentives that may be offered by the public body in negotiations. The action approving the signing of an economic development contract or commitment, or the action authorizing the payment of economic development expenditures, shall be taken in an open session.
- (5) To establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease; or (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract.
- (6) To consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee. General personnel policy issues may not be considered in a closed session. A public body may not consider the qualifications, competence, performance, character, fitness, appointment, or removal of a member of the public body or another body and may not consider or fill a vacancy among its own membership except in an open meeting. Final action making an appointment or discharge or removal by a public body having final authority for the appointment or discharge or removal shall be taken in an open meeting.
- (7) To plan, conduct, or hear reports concerning investigations of alleged criminal misconduct.
- (8) To formulate plans by a local board of education relating to emergency response to incidents of school violence or to formulate and adopt the school safety components of school improvement plans by a local board of education or a school improvement team.
- (9) To discuss and take action regarding plans to protect public safety as it relates to existing or potential terrorist activity and to receive briefings by staff members, legal counsel, or law enforcement or emergency service officials concerning actions taken or to be taken to respond to such activity.

(b) Repealed by Session Laws 1991, c. 694, s. 4.

(c) Calling a Closed Session. - A public body may hold a closed session only upon a motion duly made and adopted at an open meeting. Every motion to close a meeting shall cite one or more of the permissible purposes listed in subsection (a) of this section. A motion based on subdivision (a)(1) of this section shall also state the name or citation of the law that renders the information to be discussed privileged or confidential. A motion based on subdivision (a)(3) of this section shall identify the parties in each existing lawsuit concerning which the public body expects to receive advice during the closed session.

(d) Repealed by Session Laws 1993 (Reg. Sess., 1994), c. 570, s. 2. (1979, c. 655, s. 1; 1981, c. 831; 1985 (Reg. Sess., 1986), c. 932, s. 5; 1991, c. 694, ss. 3, 4; 1993 (Reg. Sess., 1994), c. 570, s. 2; 1995, c. 509, s. 84; 1997-222, s. 2; 1997-290, s. 2; 2001-500, s. 2; 2003-180, s. 2; 2013-360, s. 8.41(b).)

FOR
INFORMATION
ONLY
ITEMS

AMERICAN LEGION POST 126

111 West Academy Street

Hertford, NC 27944

252-426-1679



Perquimans County Board of Commissioners
P.O. Box 45
Hertford, N.C. 27944

Commissioners,

The William P. Stallings American Legion Post-126 Hertford would like to extend an invitation to you and the County Manager to attend a "First Responder of the Year" reception at the Post-126 Legion Hall on September 11, at 7:00 p.m.

The purpose of this reception is to formally recognize our Perquimans County First Responders of the Year. This Legion program, conducted at local levels, is part of a state-wide program overseen by the American Legion's Department of North Carolina in Raleigh.

This program is designed to recognize the following first responders:

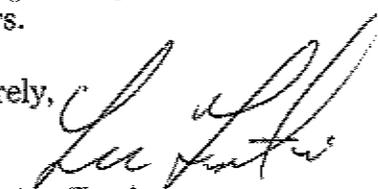
Law Enforcement Officer of the Year
Firefighter of the Year
EMS Technician of the Year
Telecommunications Operator of the Year (county only)

This recognition event has been coordinated with our County Sheriff and EMS Director who will present their nominees. They have also agreed to collaborate on a follow-on nomination letter that will be forwarded to the American Legion Department of North Carolina for consideration of state-level recognition.

Light hors d'oeuvres will be served. If able to attend, may we ask that you R.S.V.P. to our adjutant at adjutantp126@outlook.com. We hope that you will be able to join us for this celebration and congratulate this year's winners.


Gary Kollmann
Adjutant, Post-126

Sincerely,


Lee Fortier
Commander, Post-126



The Open Door

OF PERQUIMANS COUNTY, INC.

EIN #58-1492428

July 25, 2023

Frank Heath, Perquimans County Manager
128 North Church Street
Hertford, NC 27944

Dear Frank,

On behalf of the Board of Directors of The Open Door of Perquimans County, I would like to express my sincere appreciation to the Perquimans County Board of Commissioners and to you for the generous contribution of \$25,000 to The Open Door of Perquimans County, Inc.

With your contribution and continued support in the fight against food insecurity in our community, we will be able to continue the work on our new site, 293 Creek Drive, Hertford. When renovations are complete, by the end of 2023, we will expand our services of much-needed food and personal care items to our clients. We will also be able to provide nutrition education and support services as we continue to serve our community residents in need.

You are truly helping us make a difference and The Open Door of Perquimans County Food Pantry values your support tremendously.

Thank you for believing in us and the work we do to strive to improve the health and well-being of our residents in our amazing county. We look forward to having your continued support as we move in a new direction for the community we love.

Sincerely,

Dina B. Hurdle,
Board of Directors Chair

The Open Door is an organization recognized as exempt from federal income taxation under Section 501(C)(3) of the Internal Revenue Code and as such is eligible to receive tax-deductible contributions. Federal tax law requires this organization to inform you that no goods or services were provided to you in return for your gift. Therefore, the full amount of your gift is deductible for federal income tax purposes, subject to the limitations that might otherwise apply.

Your Local Food Pantry

P.O. Box 721 | Hertford, North Carolina 27944 | (252) 316-1562



DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY

JULY

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
SL CARDWELL CLIFTON & JONATHAN ROBINSON	X	7/5/2023	X	SUBDIVISION OF 5-D032-0065-W .40 ACRES
TIMMONS GROUP 2-CATS LLC	X	7/12/2023	X	SUBDIVISION OF 2-0068-0004 2.20 ACRES
TIMMONS GROUP NC DOT & WILLIAMSON & KING LLC	X	7/19/2023	X	BOUNDARY SURVEY 4-0035-0156A .82 ACRES
TIMMON GROUP WILLIAMSON & KING LLC	X	7/21/2023	X	SUBDIVISION OF 1-0030-0024 LOT 1 .89 ACRES, LOT 2 .90 ACRES
TIMMONS GROUP WILLIAMSON & KING LLC	X	7/21/2023	X	SUBDIVISION OF 1-0022-0119A LOT 1, LOT 2, LOT 3 & LOT 4 WITH 39,347 SQ. FT. EACH
TIMMONS GROUP WILLIAMSIB & KING LLC	X	7/21/2023	X	SUBDIVISION OF 1-030-0020 LOT 1 1.40 ACRES, LOT 2 1.45 ACRES, LOT 3 1.42 ACRES

Bissell PO Box 1068 Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161	Mark Pruden 140 Oak Grove Road Edenton, NC 27932 482-7804	Saunders Surveying 510 Avena Road Black Mountain, NC 28711 18281 669-2777
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27936 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste1 Elizabeth City, NC 27909 338-2929	Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781	Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hertford, NC 27944 339-6932	Robey 150 US Hwy 158 W East Camden, NC 27921 335-1888	Tony Webb PO Box 381 Edenton, NC 27932 482-3056
TIMMONS GROUP 1805 WEST CITY DRIVE ELIZABETH CITY, NC 27909 (252)621-5030				

PLAT REVIEW LOG - PERQUIMANS COUNTY JUNE

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
TA STOKELY MARK & KIMBERLY BAKER	X	6-12-2023	X	SUBDIVISION OF 1-0017-0046 1.13 ACRES
TA STOKELY	X	6-14-2023	X	BOUNDARY SURVEY 3-0030-00020 19.21 ACRES
RICHARD M&HOLLY WINSLOW				
JOSIAH A WEBB PHILIP L WINSLOW ESTATE	X	6-20-2023	X	SUBDIVISION OF 1-0015-0001 1.49 ACRES
PILOTSE ENVIRONMENTAL BANC & EXCHANGE	X	6-20-2023	X	EASEMENT TRACTS 4-0054-0069
TIMMONS GROUP WILLIAMSON & KING LLC	X	6-27-2023	X	SURVEY 1-0030-0024 1.79 ACRES
	X		X	
	X		X	
	X		X	
Bissell PO Box 1068 Kitty Hawk, NC 27849 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161		Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804
Bowman Consulting Paul J Toft 131 Main Street Gatesville, NC 27838 357-1581	E. J. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929		Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781
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TIMMONS GROUP 1805 WEST CITY DRIVE ELIZABETH CITY, NC 27909 (252)621-5030				Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777
				Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
				Tony Webb PO Box 381 Edenton, NC 27932 482-3066



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

**PERQUIMANS COUNTY
TAX DEPARTMENT**

Enforced Collections-July 2023

GARNISHMENTS: \$1,809.62

PAYMENT AGREEMENTS: \$15,471.07

DEBT SETOFFS: \$0

Date: JULY 2023

PERQUIMANS COUNTY
OFFICIAL REPORT

and of Commissioners:
ance Officer.

In to report that during July 2023 I received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS #	ELECTRICAL PERMITS #	PLUMBING PERMITS #	INSULATION PERMITS #	MECHANICAL PERMITS #	MOBILE HOME #	STATE TAX	MISC	TOTAL DEPOSITED	CREDIT CARD PAYMENTS
7/1/2023	\$230	\$271	1		\$75	1			\$566	\$566
7/2/2023									\$0	
7/3/2023	\$100	\$30	1		\$150	1			\$410	\$410
7/4/2023									\$75	\$75
7/5/2023	\$346	\$110	1		\$75	1			\$456	\$456
7/6/2023	\$75				\$75	1			\$150	\$150
7/7/2023	\$75	\$650	2		\$150	2			\$875	\$875
7/8/2023									\$0	
7/9/2023									\$0	
7/10/2023	\$1,043		2		\$150	2			\$1,673	\$390
7/11/2023	\$290	\$644	5		\$75	1			\$1,249	\$465
7/12/2023	\$75	\$188	2		\$75	1			\$338	\$75
7/13/2023	\$358	\$582	3		\$55	1			\$1,115	\$663
7/14/2023					\$75	1			\$75	\$75
7/15/2023					\$225	2			\$225	\$225
7/16/2023									\$0	
7/17/2023	\$75	\$50	1		\$75	1			\$255	\$480
7/18/2023		\$783	2		\$75	1			\$858	\$958
7/19/2023	\$150	\$677	3		\$375	5			\$1,202	\$350
7/20/2023		\$100	2		\$75	1			\$175	\$125
7/21/2023		\$50	1		\$130	2			\$480	\$430
7/22/2023									\$0	
7/23/2023									\$0	
7/24/2023	\$305		1		\$225	3			\$770	\$770
7/25/2023	\$275								\$275	\$275
7/26/2023	\$705		2				\$10		\$715	\$275
7/27/2023									\$0	
7/28/2023									\$0	
7/29/2023									\$0	
7/30/2023									\$0	
7/31/2023									\$0	
TOTAL	\$4,082	\$4,135	24	9	\$2,095	26	\$10	\$0.00	\$11,837	\$743.00

Signed: _____ Building Inspector



Case Activity Report

7/1/2023 - 7/31/2023

Activity Date	Case #	Parcel Address	Violation	Description	Activity Type	Description	Assigned To
7/31/2023	16	114 POPLAR CIR	Nuisance Junk Vehicles #53	nuisance not tagged three vehicles & trash piled up in back of truck	Inspection	All vehicles are tagged and grass had been mowed within the week. Appears there is no violation at this time. See attached photos.	Eddie Wynne
7/27/2023	85	546 WHITEHAT RD	nuisance vehicles/solid waste	junk vehicles/camper/fridge	Re-Inspection	revisit case	Eddie Wynne
7/27/2023	86	761 BEECH SPRINGS RD	junk vehicles	junk vehicles	Re-Inspection	Following up on old case dated 3/29/2022. Does not appear paperwork ever filed. Scheduling a ride by	Eddie Wynne
7/26/2023	42	337 WOODVILLE RD	solid waste	illegal dump site	Re-Inspection	revisit to see if case is still open	Eddie Wynne
7/26/2023	123	311 UNION HALL RD	Solid Waste (abandoned structure)		Re-Inspection	Revisit old case. Old single-story house with roof falling in. See attached photo. Past notes state property owner will be demoing house. Will contact owner to verify.	Eddie Wynne

7/26/2023	126	3161 NEW HOPE RD	Solid waste/Unsafe Structure		Re-Inspection	revisit case	Eddie Wynne
7/25/2023	66	207 UNION HALL RD	Abandoned Mobile Home	Abandoned Mobile Home	Re-Inspection	Revisit - Abandon mobile home, lot over grown.	Eddie Wynne
7/25/2023	74	248 MUDDY CREEK RD	junk vehicles	junk vehicles	Re-Inspection	Revisit old case. Old vehicles on property with some removal being done. Will continue to monitor.	Eddie Wynne
7/25/2023	21	162 VENTURE LN	Junk vehicles/AMH	Junk Vehicles/AMH	Re-Inspection	Revisiting open case last activity 5/20/2022	Eddie Wynne
7/11/2023	23	130 WHISPERWING LN	Junk vehicles/AMH	Junk Vehicles/AMH	Re-Inspection	Revisit this old case dated 9/19/2022 Owner deceased 3 camper trailers/solid waste still on site. Researched any parties that could own it from his family thru the tax office met with Bill and he hasn't paid since 2012 when he passed. No one to contact no family. Printed case file to present to vp to see what would the next step be.	Eddie Wynne
7/11/2023	50	145 BETHEL FISHING CENTER RD	solid waste	solid waste	Re-Inspection	Not much has changed from previous inspection, will continue to monitor.	Eddie Wynne
7/11/2023	76	112 BUCK HORN CT	junk vehicles	junk vehicles	Re-Inspection	revisit case - Some of the vehicles have been removed, will monitor. See attached picture.	Eddie Wynne

7/11/2023	132	117 RED BANK RD	nuisance vehicles	nuisance vehicles	Re-Inspection	revisit - Litter-like cleanup is on going and improving.	Eddie Wynne
7/7/2023	97	1402 HARVEY POINT RD	abandoned mobile home	abandoned mobile home	Re-Inspection	Debris still on site, will contact property owners.	Eddie Wynne
7/6/2023	97	1402 HARVEY POINT RD	abandoned mobile home	abandoned mobile home	Phone Contact	Neighbor called regarding the fact property has not been cleaned up.	Eddie Wynne

7/31/2023

Total Records: 15

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PERQUIMANS COUNTY COMMUNICATIONS
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - Select Department By Date
For *FIRE MUTUAL AID* 1/1/2023 - 3/31/2023

INCIDENT COMMAND	Count	Percent
FIRE STRUCTURE FIRE	2	100.00%
Total Records For *INCIDENT COMMAND*	2	Dept Calls/Total Calls 0.04%
911 MAINTENANCE	Count	Percent
FIRE STRUCTURE FIRE	1	3.45%
MAINTENANCE REPORT	25	86.21%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	3.45%
TEST	1	3.45%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	3.45%
Total Records For 911 MAINTENANCE	29	Dept Calls/Total Calls 0.54%
CHOWAN CO EMS	Count	Percent
BREATHING PROBLEMS	1	50.00%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	50.00%
Total Records For CHOWAN CO EMS	2	Dept Calls/Total Calls 0.04%
EASTCARE HELICOPTER	Count	Percent
FALLS	1	50.00%
STAB/GUNSHOT/PENETRATING TRAUMA	1	50.00%
Total Records For EASTCARE HELICOPTER	2	Dept Calls/Total Calls 0.04%
EMERGENCY MANAGEMENT	Count	Percent
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	1	2.63%
BREATHING PROBLEMS	1	2.63%
CARDIAC OR RESPIRATORY ARREST/DEATH	3	7.89%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	2.63%
CLEAR RADIOS / WEEKLY PAGER TEST	1	2.63%
CONVULSIONS/SEIZURES	2	5.26%
FALLS	2	5.26%
FIGHT	1	2.63%
FIRE BRUSH / WOODS FIRE	1	2.63%
FIRE SMELL OF GAS	1	2.63%
FIRE SMELL OF SMOKE / BURNING	1	2.63%
FIRE STRUCTURE FIRE	5	13.16%
FIRE TRAINING/TESTING	1	2.63%
FIRE VEHICLE FIRE	1	2.63%
MOTORIST ASSIST / DISABLED MOTORIST	2	5.26%
OTHER	4	10.53%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	2	5.26%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	7.89%
TRAINING	3	7.89%
UNCONSCIOUS/FAINTING (NEAR)	2	5.26%
Total Records For EMERGENCY MANAGEMENT	38	Dept Calls/Total Calls 0.70%

HERTFORD PUBLIC WORKS	Count	Percent
FIRE STRUCTURE FIRE	1	12.50%
OTHER	2	25.00%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	3	37.50%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	12.50%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	12.50%
Total Records For HERTFORD PUBLIC WORKS	8	Dept Calls/Total Calls 0.16%

MAGISTRATE OFFICE	Count	Percent
ALARM RESIDENTIAL	1	0.61%
ALARM SCHOOL	1	0.61%
ANIMAL CONTROL	1	0.61%
ASSAULT/SEXUAL ASSAULT/STUN GUN	1	0.61%
ASSIST OFFICER	1	0.61%
ASSIST PROB/PAROLE	1	0.61%
ASSISTANCE	1	0.61%
CHASE	1	0.61%
CRIMINAL SUMMONS	1	0.61%
DISTURBANCE	2	1.22%
DOMESTIC	5	3.05%
ESCORT	1	0.61%
INTOXICATED DRIVER	2	1.22%
INVESTIGATION	1	0.61%
IVC / MENTAL SUBJECT	4	2.44%
LARCENY	2	1.22%
MAGISTRATE REQUEST	90	54.88%
OVERDOSE/POISONING (INGESTION)	1	0.61%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	2	1.22%
PUBLIC SERVICE CALL	11	6.71%
REPORT	1	0.61%
SERVE PAPERS	1	0.61%
SERVE WARRANTS FOR ARREST	6	3.66%
SHOP LIFTER	1	0.61%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.61%
STANDBY BALL GAME	1	0.61%
SUBJECT IN CUSTODY	15	9.15%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.61%
TRAFFIC STOP	2	1.22%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	1.83%
TRANSPORT SUBJECT	1	0.61%
TRESPASSING	1	0.61%
Total Records For MAGISTRATE OFFICE	164	Dept Calls/Total Calls 3.03%

NC DOT	Count	Percent
ANIMAL CONTROL	1	25.00%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	2	50.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	25.00%
Total Records For NC DOT	4	Dept Calls/Total Calls 0.07%

NC FORESTRY	Count	Percent
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NC FORESTRY	Count	Percent
FIRE BRUSH / WOODS FIRE	7	63.64%
FIRE CONTROLLED BURN	2	18.18%
FIRE NEAR A STRUCTURE	1	9.09%
MAINTENANCE REPORT	1	9.09%
Total Records For NC FORESTRY	11	Dept Calls/Total Calls 0.20%
NC PROBATION/PAROLE	Count	Percent
ASSIST PROB/PAROLE	1	33.33%
PUBLIC SERVICE CALL	1	33.33%
SERVE WARRANTS FOR ARREST	1	33.33%
Total Records For NC PROBATION/PAROLE	3	Dept Calls/Total Calls 0.06%
NC SHP	Count	Percent
ABANDONED VEHICLE	1	0.87%
ANIMAL BITES/ATTACKS	1	0.87%
ASSIST OFFICER	5	4.35%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	0.87%
CARELESS & RECKLESS	17	14.78%
DAMAGE TO PROPERTY	1	0.87%
DRIVERS LICENSE / REGISTRATION	3	2.61%
FALLS	1	0.87%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.87%
FIRE VEHICLE FIRE	2	1.74%
GOKART / ATV / 4-WHEELER ON ROADWAY	3	2.61%
GUNSHOTS REPORTED	1	0.87%
INFO ONLY	1	0.87%
INTOXICATED DRIVER	5	4.35%
MAGISTRATE REQUEST	3	2.61%
MOTORIST ASSIST / DISABLED MOTORIST	2	1.74%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.87%
TRAFFIC CONTROL	1	0.87%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	0.87%
TRAFFIC STOP	2	1.74%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	59	51.30%
TRANSFERRED (911) CALL	2	1.74%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	1	0.87%
Total Records For NC SHP	115	Dept Calls/Total Calls 2.13%
NC WILDLIFE	Count	Percent
ANIMAL CONTROL	1	33.33%
PUBLIC SERVICE CALL	1	33.33%
WILDLIFE / HUNTING VIOLATION	1	33.33%
Total Records For NC WILDLIFE	3	Dept Calls/Total Calls 0.06%
NIGHTINGALE HELICOPTER	Count	Percent
BREATHING PROBLEMS	1	33.33%
STAB/GUNSHOT/PENETRATING TRAUMA	1	33.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	33.33%
Total Records For NIGHTINGALE HELICOPTER	3	Dept Calls/Total Calls 0.06%

PASQUOTANK-CAMDEN EMS	Count	Percent
TRANSFERRED (911) CALL	1	100.00%
Total Records For PASQUOTANK-CAMDEN EMS	1 Dept Calls/Total Calls	0.02%

PERQUIMANS CO 911	Count	Percent
ACCIDENTAL 911 CALL	184	23.26%
ALARM BUSINESS	1	0.13%
ALARM RESIDENTIAL	2	0.25%
ANIMAL CONTROL	2	0.25%
ASSISTANCE	1	0.13%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	1	0.13%
BREATHING PROBLEMS	1	0.13%
CARELESS & RECKLESS	5	0.63%
CHAPTER 90 - DRUG ACTIVITY	1	0.13%
CHOKING	1	0.13%
CLEAR RADIOS / WEEKLY PAGER TEST	100	12.64%
DAILY/WEEKLY MAINTENANCE	30	3.79%
DCI ENTRY / TRANSACTION	7	0.88%
DRILL (FIRE / TORNADO / ETC.)	3	0.38%
FIRE ACTIVATED ALARM	2	0.25%
FIRE CONTROLLED BURN	4	0.51%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.13%
FRAUD / SCAM BY ANY MEANS	1	0.13%
FUNERAL ESCORT	1	0.13%
GUNSHOTS REPORTED	1	0.13%
HANG-UP 911 CALL	110	13.91%
HIT AND RUN	1	0.13%
INFO ONLY	24	3.03%
INTOXICATED DRIVER	1	0.13%
IVC / MENTAL SUBJECT	1	0.13%
MAGISTRATE REQUEST	3	0.38%
MAINTENANCE REPORT	14	1.77%
MISSING PERSON / RUNAWAY	2	0.25%
MISUSE OF 911	17	2.15%
OTHER	8	1.01%
PUBLIC SERVICE CALL	5	0.63%
REPOSESSION	7	0.88%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	3	0.38%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	0.25%
TEST	72	9.10%
TRAFFIC STOP	2	0.25%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	0.25%
TRANSFERRED (911) CALL	187	21.11%
WELL BEING CHECK	1	0.13%
Total Records For PERQUIMANS CO 911	791 Dept Calls/Total Calls	14.63%

PERQUIMANS CO DSS	Count	Percent
DOMESTIC	1	7.14%
DSS / SOCIAL SERVICES REQUEST	8	57.14%
PUBLIC SERVICE CALL	3	21.43%

PERQUIMANS CO DSS	Count	Percent
SERVICE CALL	1	7.14%
WELL BEING CHECK	1	7.14%
Total Records For PERQUIMANS CO DSS	14	Dept Calls/Total Calls 0.26%

PERQUIMANS CO EMS	Count	Percent
ABDOMINAL PAIN/PROBLEMS	16	2.22%
ALLERGIES (REACTIONS)/ENVENOMATIONS (STINGS/BITES)	5	0.74%
ANIMAL BITES/ATTACKS	1	0.15%
ASSAULT/SEXUAL ASSAULT/STUN GUN	3	0.44%
ASSISTANCE	2	0.30%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	6	0.89%
BREATHING PROBLEMS	68	13.02%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	0.15%
CARDIAC OR RESPIRATORY ARREST/DEATH	11	1.63%
CHASE	1	0.15%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	54	7.99%
CHOKING	3	0.44%
CONVULSIONS/SEIZURES	19	2.81%
DIABETIC PROBLEMS	8	1.18%
DISTURBANCE	2	0.30%
DOMESTIC	2	0.30%
EMS MUTUAL AID	6	0.89%
EYE PROBLEMS/INJURIES	1	0.15%
FALLS	101	14.94%
FIGHT	2	0.30%
FIRE NEAR A STRUCTURE	1	0.15%
FIRE SMELL OF GAS	3	0.44%
FIRE SMELL OF SMOKE / BURNING	1	0.15%
FIRE STRUCTURE FIRE	6	0.89%
FIRE TRAINING/TESTING	1	0.15%
FIRE VEHICLE FIRE	2	0.30%
HEADACHE	3	0.44%
HEART PROBLEMS/A.I.C.D	11	1.63%
HEMORRHAGE/LACERATIONS	14	2.07%
INTOXICATED DRIVER	2	0.30%
MIH FOLLOW-UP	2	0.30%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.15%
MUTUAL AID	1	0.15%
OTHER	1	0.15%
OVERDOSE/POISONING (INGESTION)	7	1.04%
PREGNANCY/CHILDBIRTH/MISCARRIAGE	3	0.44%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	21	3.11%
SERVE PAPERS	1	0.15%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	127	18.79%
SPECIAL ASSIGNMENT	2	0.30%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.15%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	14	2.07%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	1	0.15%

PERQUIMANS CO EMS	Count	Percent
TEST	1	0.15%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	39	5.77%
TRANSFERRED (911) CALL	1	0.15%
TRAUMATIC INJURIES (SPECIFIC)	3	0.44%
UNCONSCIOUS/FAINTING (NEAR)	46	6.80%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	24	3.55%
WELL BEING CHECK	5	0.74%
Total Records For PERQUIMANS CO EMS	676	Dept Calls/Total Calls 12.50%
PERQUIMANS CO FIRE MARSHAL	Count	Percent
FIRE STRUCTURE FIRE	2	100.00%
Total Records For PERQUIMANS CO FIRE MARSHAL	2	Dept Calls/Total Calls 0.04%
PERQUIMANS CO SO	Count	Percent
ABANDONED VEHICLE	3	0.09%
ACCIDENTAL 911 CALL	4	0.12%
ALARM BANK	1	0.03%
ALARM BUSINESS	44	1.31%
ALARM RESIDENTIAL	35	1.04%
ALARM SCHOOL	7	0.21%
ANIMAL BITES/ATTACKS	8	0.24%
ANIMAL CONTROL	243	7.24%
ASSAULT/SEXUAL ASSAULT/STUN GUN	6	0.18%
ASSIST OFFICER	12	0.36%
ASSIST PROB/PAROLE	2	0.06%
ASSISTANCE	17	0.51%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	6	0.18%
B&E (BREAKING&ENTERING) IN PROGRESS	12	0.36%
BOLO / ATL (ATTEMPT TO LOCATE)	2	0.06%
BREATHING PROBLEMS	6	0.18%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	0.03%
CARDIAC OR RESPIRATORY ARREST/DEATH	8	0.24%
CARELESS & RECKLESS	40	1.19%
CHAPTER 90 - DRUG ACTIVITY	4	0.12%
CHASE	1	0.03%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	3	0.09%
CHOKING	1	0.03%
CIVIL PROCESS	166	4.92%
CONVULSIONS/SEIZURES	2	0.06%
CRIMINAL SUMMONS	2	0.06%
DAMAGE TO PROPERTY	11	0.33%
DCI ENTRY / TRANSACTION	2	0.06%
DEBRIS IN THE ROADWAY	12	0.36%
DIABETIC PROBLEMS	2	0.06%
DISTURBANCE	56	1.67%
DOMESTIC	30	0.89%
DOMESTIC VIOLENCE ORDER	12	0.36%
DRILL (FIRE / TORNADO / ETC.)	4	0.12%
DRIVERS LICENSE / REGISTRATION	42	1.25%

PERQUIMANS CO SO	Count	Percent
DSS / SOCIAL SERVICES REQUEST	1	0.03%
ESCORT	111	3.21%
EVICTON	4	0.12%
FALLS	8	0.24%
FIGHT	5	0.15%
FIRE ACTIVATED ALARM	4	0.12%
FIRE BRUSH / WOODS FIRE	1	0.03%
FIRE ILLEGAL BURN	1	0.03%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1	0.03%
FIRE SMELL OF GAS	3	0.09%
FIRE SMELL OF SMOKE / BURNING	1	0.03%
FIRE STRUCTURE FIRE	6	0.18%
FIRE UNKNOWN TYPE - MISCELLANEOUS FIRE	2	0.06%
FIRE VEHICLE FIRE	3	0.09%
FOLLOW-UP	1	0.03%
FOOT PATROL	10	0.30%
FRAUD / SCAM BY ANY MEANS	7	0.21%
FUNERAL ESCORT	12	0.36%
GOKART / ATV / 4-WHEELER ON ROADWAY	11	0.33%
GUNSHOTS REPORTED	25	0.75%
HANG-UP 911 CALL	45	1.34%
HARASSMENT	6	0.18%
HEMORRHAGE/LACERATIONS	2	0.06%
HIT AND RUN	3	0.09%
HOSTAGE SITUATION / KIDNAPPING	1	0.03%
ILLEGALLY PARKED VEHICLE	4	0.12%
INFO ONLY	6	0.18%
INTOXICATED DRIVER	10	0.30%
INTOXICATED PEDESTRIAN	1	0.03%
INVESTIGATION	29	0.86%
IVC / MENTAL SUBJECT	38	1.13%
LARCENY	18	0.54%
LIVESTOCK (IN THE ROADWAY / YARD)	8	0.24%
LOITERING	2	0.06%
MAGISTRATE REQUEST	30	0.89%
MIH FOLLOW-UP	1	0.03%
MISSING PERSON / RUNAWAY	10	0.30%
MISUSE OF 911	1	0.03%
MOTORIST ASSIST / DISABLED MOTORIST	52	1.55%
MUTUAL AID	1	0.03%
NEIGHBORHOOD PATROL	94	2.80%
NOISE COMPLAINT	20	0.60%
OPEN DOOR	1	0.03%
OTHER	47	1.40%
OVERDOSE/POISONING (INGESTION)	5	0.15%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	2	0.06%
PROWLER	2	0.06%

PERQUIMANS CO SO	Count	Percent
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	20	0.60%
PUBLIC SERVICE CALL	151	4.50%
RECOVER PROPERTY	6	0.18%
REPORT	11	0.33%
REPOSESSION	1	0.03%
REQUEST FOR OFFICER	10	0.30%
SECURITY CHECK	884	26.35%
SERVE PAPERS	125	3.73%
SERVE WARRANTS FOR ARREST	37	1.10%
SERVICE CALL	10	0.30%
SHOP LIFTER	5	0.15%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	9	0.27%
SPECIAL ASSIGNMENT	29	0.86%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.03%
STANDBY BALL GAME	28	0.83%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	1	0.03%
SUBJECT IN CUSTODY	20	0.60%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	123	3.67%
TEST	1	0.03%
THREATS	9	0.27%
TRAFFIC CONTROL	2	0.06%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	0.03%
TRAFFIC STOP	143	4.26%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	77	2.30%
TRAINING	1	0.03%
TRANSFERRED (911) CALL	1	0.03%
TRANSPORT SUBJECT	39	1.16%
TRAUMATIC INJURIES (SPECIFIC)	1	0.03%
TRESPASSING	4	0.12%
UNAUTHORIZED USE	1	0.03%
UNCONSCIOUS/FAINTING (NEAR)	4	0.12%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	12	0.36%
UNLOCK VEHICLE/HOUSE	68	2.03%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	0.03%
VANDALISM	5	0.15%
WANTED / STOLEN INQUIRY	1	0.03%
WELL BEING CHECK	49	1.46%
WILDLIFE / HUNTING VIOLATION	1	0.03%
WRECKER REQUEST	1	0.03%
Total Records For PERQUIMANS CO SO	3355	Dept Calls/Total Calls 62.05%

PERQUIMANS CO WATER	Count	Percent
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	33.33%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	66.67%
Total Records For PERQUIMANS CO WATER	3	Dept Calls/Total Calls 0.06%

PERQUIMANS CO WATER RESCUE TEAM	Count	Percent
OTHER	1	16.67%
TRAINING	5	83.33%

Total Records For PERQUIMANS CO WATER RESCUE TEAM	6	Dept Calls/Total Calls	0.11%
RAILROADS	Count		Percent
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1		100.00%
Total Records For RAILROADS	1	Dept Calls/Total Calls	0.02%
STATION 2 - BETHEL FD	Count		Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	2		6.25%
FALLS	3		9.38%
FIRE ACTIVATED ALARM	1		3.13%
FIRE BRUSH / WOODS FIRE	3		9.38%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	1		3.13%
FIRE SMELL OF GAS	1		3.13%
FIRE STRUCTURE FIRE	5		15.63%
FIRE TRAINING/TESTING	3		9.38%
FIRE VEHICLE FIRE	1		3.13%
OVERDOSE/POISONING (INGESTION)	1		3.13%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	1		3.13%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	9		28.13%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	1		3.13%
Total Records For STATION 2 - BETHEL FD	32	Dept Calls/Total Calls	0.59%
STATION 3 - HERTFORD FD	Count		Percent
ALARM RESIDENTIAL	2		5.13%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1		2.56%
CARDIAC OR RESPIRATORY ARREST/DEATH	2		5.13%
FIRE ACTIVATED ALARM	5		12.82%
FIRE BRUSH / WOODS FIRE	2		5.13%
FIRE CONTROLLED BURN	1		2.56%
FIRE SMELL OF GAS	3		7.69%
FIRE SMELL OF SMOKE / BURNING	1		2.56%
FIRE STRUCTURE FIRE	5		12.82%
FIRE TRAINING/TESTING	5		12.82%
FIRE UNKNOWN TYPE - MISCELLANEOUS FIRE	2		5.13%
PUBLIC SERVICE CALL	1		2.56%
TEST	1		2.56%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8		20.51%
Total Records For STATION 3 - HERTFORD FD	39	Dept Calls/Total Calls	0.72%
STATION 4 - BELVIDERE CHAPEL HILL FD	Count		Percent
FIRE ACTIVATED ALARM	4		25.00%
FIRE CONTROLLED BURN	1		6.25%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	2		12.50%
FIRE SMELL OF SMOKE / BURNING	1		6.25%
FIRE TRAINING/TESTING	6		37.50%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2		12.50%
Total Records For STATION 4 - BELVIDERE CHAPEL HILL FD	16	Dept Calls/Total Calls	0.30%
STATION 6 - WINFALL FD	Count		Percent
ALARM RESIDENTIAL	1		3.57%
CLEAR RADIOS / WEEKLY PAGER TEST	1		3.57%

STATION 6 - WINFALL FD	Count	Percent
FIRE ACTIVATED ALARM	2	7.14%
FIRE SERVICE ASSIGNMENT	1	3.57%
FIRE SMELL OF GAS	2	7.14%
FIRE SMELL OF SMOKE / BURNING	1	3.57%
FIRE STRUCTURE FIRE	6	21.43%
FIRE TRAINING/TESTING	3	10.71%
STAB/GUNSHOT/PENETRATING TRAUMA	1	3.57%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	10	35.71%
Total Records For STATION 6 - WINFALL FD	26	Dept Calls/Total Calls 0.52%

STATION 7 - INTERCOUNTY FD	Count	Percent
BREATHING PROBLEMS	1	2.56%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	2.56%
DOMESTIC	1	2.56%
FIRE ACTIVATED ALARM	1	2.56%
FIRE BRUSH / WOODS FIRE	1	2.56%
FIRE ILLEGAL BURN	1	2.56%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	20	51.28%
FIRE NEAR A STRUCTURE	1	2.56%
FIRE STRUCTURE FIRE	1	2.56%
FIRE TRAINING/TESTING	3	7.69%
FIRE VEHICLE FIRE	2	5.13%
SPECIAL ASSIGNMENT	2	5.13%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	7.69%
TRANSFERRED (911) CALL	1	2.56%
Total Records For STATION 7 - INTERCOUNTY FD	39	Dept Calls/Total Calls 0.72%

STATION 8 - DURANTS NECK FD	Count	Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	1	6.25%
CONVULSIONS/SEIZURES	1	6.25%
FIRE ACTIVATED ALARM	1	6.25%
FIRE BRUSH / WOODS FIRE	1	6.25%
FIRE ILLEGAL BURN	1	6.25%
FIRE NEAR A STRUCTURE	1	6.25%
FIRE STRUCTURE FIRE	1	6.25%
FIRE TRAINING/TESTING	2	12.50%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	6.25%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	5	31.25%
TRAINING	1	6.25%
Total Records For STATION 8 - DURANTS NECK FD	16	Dept Calls/Total Calls 0.30%

WINFALL PUBLIC WORKS	Count	Percent
ANIMAL CONTROL	1	33.33%
OTHER	2	66.67%
Total Records For WINFALL PUBLIC WORKS	3	Dept Calls/Total Calls 0.06%

Total Records 5406

PERQUIMANS COUNTY COMMUNICATIONS
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - Select Department By Date
For *FIRE MUTUAL AID* 4/1/2023 - 6/30/2023

INCIDENT COMMAND	Count	Percent
FIRE STRUCTURE FIRE	1	100.00%
Total Records For *INCIDENT COMMAND*	1	Dept Calls/Total Calls 0.02%
911 MAINTENANCE	Count	Percent
FIRE ELECTRICAL FIRE	1	5.26%
FIRE STRUCTURE FIRE	2	10.53%
MAINTENANCE REPORT	13	68.42%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	2	10.53%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	5.26%
Total Records For 911 MAINTENANCE	19	Dept Calls/Total Calls 0.29%
CHOWAN CO EMS	Count	Percent
BREATHING PROBLEMS	1	50.00%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	50.00%
Total Records For CHOWAN CO EMS	2	Dept Calls/Total Calls 0.03%
EASTCARE HELICOPTER	Count	Percent
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	20.00%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	20.00%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	40.00%
UNCONSCIOUS/FAINTING (NEAR)	1	20.00%
Total Records For EASTCARE HELICOPTER	5	Dept Calls/Total Calls 0.08%
EMERGENCY MANAGEMENT	Count	Percent
BOATING INCIDENT	1	2.44%
BREATHING PROBLEMS	1	2.44%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	2.44%
CARDIAC OR RESPIRATORY ARREST/DEATH	2	4.88%
DIABETIC PROBLEMS	1	2.44%
FIRE ACTIVATED ALARM	1	2.44%
FIRE CONTROLLED BURN	1	2.44%
FIRE SMELL OF GAS	2	4.88%
FIRE STRUCTURE FIRE	6	14.63%
GUNSHOTS REPORTED	1	2.44%
HEART PROBLEMS/A.I.C.D	1	2.44%
MAINTENANCE REPORT	2	4.88%
MOTORIST ASSIST / DISABLED MOTORIST	2	4.88%
OTHER	1	2.44%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	2.44%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	2.44%
SPECIAL ASSIGNMENT	6	14.63%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	4	9.76%
TRAINING	1	2.44%

EMERGENCY MANAGEMENT	Count	Percent
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	2	4.88%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	4.88%
WEATHER EVENTS	1	2.44%
Total Records For EMERGENCY MANAGEMENT	41	Dept Calls/Total Calls 0.64%

HERTFORD PUBLIC WORKS	Count	Percent
FIRE ELECTRICAL FIRE	2	28.57%
MISUSE OF 911	1	14.29%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	2	28.57%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	28.57%
Total Records For HERTFORD PUBLIC WORKS	7	Dept Calls/Total Calls 0.11%

MAGISTRATE OFFICE	Count	Percent
ACCIDENTAL 911 CALL	1	0.61%
ASSAULT/SEXUAL ASSAULT/STUN GUN	2	1.22%
ASSIST OFFICER	1	0.61%
CHASE	1	0.61%
DISTURBANCE	7	4.27%
DOMESTIC	2	1.22%
GUNSHOTS REPORTED	1	0.61%
HIT AND RUN	1	0.61%
INFO ONLY	1	0.61%
INTOXICATED DRIVER	1	0.61%
IVC / MENTAL SUBJECT	2	1.22%
LARCENY	1	0.61%
MAGISTRATE REQUEST	104	63.41%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.61%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	1	0.61%
PUBLIC SERVICE CALL	12	7.32%
REQUEST FOR OFFICER	1	0.61%
SERVE PAPERS	1	0.61%
SERVE WARRANTS FOR ARREST	4	2.44%
SUBJECT IN CUSTODY	5	3.05%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	1.22%
TRAFFIC STOP	4	2.44%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	1.83%
WANTED / STOLEN INQUIRY	2	1.22%
WELL BEING CHECK	3	1.83%
Total Records For MAGISTRATE OFFICE	164	Dept Calls/Total Calls 2.54%

NC DOT	Count	Percent
ANIMAL CONTROL	1	8.33%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	8.33%
DEBRIS IN THE ROADWAY	4	33.33%
MOTORIST ASSIST / DISABLED MOTORIST	1	8.33%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	8.33%
PUBLIC SERVICE CALL	1	8.33%
ROAD CLOSURE	2	16.67%

NC DOT	Count	Percent
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	8.33%
Total Records For NC DOT	12	Dept Calls/Total Calls 0.19%
NC FORESTRY	Count	Percent
FIRE BRUSH / WOODS FIRE	13	92.86%
FIRE STRUCTURE FIRE	1	7.14%
Total Records For NC FORESTRY	14	Dept Calls/Total Calls 0.22%
NC PROBATION/PAROLE	Count	Percent
MAGISTRATE REQUEST	1	50.00%
WELL BEING CHECK	1	50.00%
Total Records For NC PROBATION/PAROLE	2	Dept Calls/Total Calls 0.03%
NC SHP	Count	Percent
ASSIST OFFICER	4	3.31%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	0.83%
CARELESS & RECKLESS	26	21.49%
CHASE	1	0.83%
DISTURBANCE	1	0.83%
DRIVERS LICENSE / REGISTRATION	2	1.65%
FIRE VEHICLE FIRE	2	1.65%
GUNSHOTS REPORTED	1	0.83%
HIT AND RUN	5	4.13%
INTOXICATED DRIVER	5	4.13%
MAGISTRATE REQUEST	3	2.48%
MISSING PERSON / RUNAWAY	1	0.83%
MOTORIST ASSIST / DISABLED MOTORIST	5	4.13%
PUBLIC SERVICE CALL	1	0.83%
REQUEST FOR OFFICER	1	0.83%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.83%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	5	4.13%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	55	45.45%
WANTED / STOLEN INQUIRY	1	0.83%
Total Records For NC SHP	121	Dept Calls/Total Calls 1.88%
NC WILDLIFE	Count	Percent
ANIMAL CONTROL	1	9.09%
GUNSHOTS REPORTED	1	9.09%
LIVESTOCK (IN THE ROADWAY / YARD)	1	9.09%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	1	9.09%
WILDLIFE / HUNTING VIOLATION	7	63.64%
Total Records For NC WILDLIFE	11	Dept Calls/Total Calls 0.17%
NIGHTINGALE HELICOPTER	Count	Percent
BREATHING PROBLEMS	1	100.00%
Total Records For NIGHTINGALE HELICOPTER	1	Dept Calls/Total Calls 0.02%
PASQUOTANK-CAMDEN EMS	Count	Percent
ASSAULT/SEXUAL ASSAULT/STUN GUN	1	25.00%
FALLS	1	25.00%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	2	50.00%

PASQUOTANK-CAMDEN EMS	Count	Percent
Total Records For PASQUOTANK-CAMDEN EMS	4 Dept Calls/Total Calls	0.00%
PERQUIMANS CO 911	Count	Percent
ACCIDENTAL 911 CALL	254	31.17%
ANIMAL CONTROL	3	0.37%
ASSISTANCE	3	0.37%
BOLO / ATL (ATTEMPT TO LOCATE)	1	0.12%
BREATHING PROBLEMS	1	0.12%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	0.12%
CARELESS & RECKLESS	4	0.49%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	1	0.12%
CLEAR RADIOS / WEEKLY PAGER TEST	81	9.94%
DAILY/WEEKLY MAINTENANCE	28	3.44%
DCI ENTRY / TRANSACTION	7	0.86%
DEBRIS IN THE ROADWAY	2	0.25%
DISTURBANCE	1	0.12%
DRILL (FIRE / TORNADO / ETC.)	2	0.25%
DRIVERS LICENSE / REGISTRATION	1	0.12%
DSS / SOCIAL SERVICES REQUEST	2	0.25%
FALLS	1	0.12%
FIRE ACTIVATED ALARM	1	0.12%
FIRE CONTROLLED BURN	7	0.86%
FIRE STRUCTURE FIRE	1	0.12%
FUNERAL ESCORT	1	0.12%
HANG-UP 911 CALL	164	20.12%
INFO ONLY	19	2.33%
INVESTIGATION	1	0.12%
MAGISTRATE REQUEST	2	0.25%
MAINTENANCE REPORT	5	0.61%
MISUSE OF 911	17	2.09%
NOISE COMPLAINT	1	0.12%
OTHER	4	0.49%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	2	0.25%
PUBLIC SERVICE CALL	3	0.37%
REPOSESSION	10	1.23%
ROAD CLOSURE	10	1.23%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	3	0.37%
TEST	41	5.03%
TRAFFIC ISSUES (SIGNS DOWN / LIGHTS OUT / ETC.)	1	0.12%
TRANSFERRED (911) CALL	121	14.85%
UNLOCK VEHICLE/HOUSE	1	0.12%
UTILITIES REQUEST (WATER / ELECTRICAL)	2	0.25%
WEATHER EVENTS	1	0.12%
WELL BEING CHECK	2	0.25%
WILDLIFE / HUNTING VIOLATION	2	0.25%
Total Records For PERQUIMANS CO 911	815 Dept Calls/Total Calls	12.64%
PERQUIMANS CO DSS	Count	Percent

PERQUIMANS CO DSS	Count	Percent
DSS / SOCIAL SERVICES REQUEST	11	64.71%
MISSING PERSON / RUNAWAY	1	5.88%
PUBLIC SERVICE CALL	5	29.41%
Total Records For PERQUIMANS CO DSS	17	Dept Calls/Total Calls 0.26%

PERQUIMANS CO EMS	Count	Percent
ABDOMINAL PAIN/PROBLEMS	12	1.72%
ALLERGIES (REACTIONS)/ENVENOMATIONS (STINGS/BITES)	8	1.15%
ASSAULT/SEXUAL ASSAULT/STUN GUN	7	1.00%
ASSIST OFFICER	1	0.14%
ASSISTANCE	1	0.14%
BACK PAIN (NON-TRAUMATIC OR NON-RECENT TRAUMA)	7	1.00%
BREATHING PROBLEMS	70	10.04%
BURNS (SCALDS)/EXPLOSION (BLAST)	1	0.14%
CARDIAC OR RESPIRATORY ARREST/DEATH	12	1.72%
CARELESS & RECKLESS	1	0.14%
CHASE	1	0.14%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	54	7.75%
CHOKING	4	0.57%
CLEAR RADIOS / WEEKLY PAGER TEST	1	0.14%
CONVULSIONS/SEIZURES	23	3.30%
DIABETIC PROBLEMS	10	1.43%
DISTURBANCE	2	0.29%
DOMESTIC	5	0.72%
DSS / SOCIAL SERVICES REQUEST	1	0.14%
EMS MUTUAL AID	3	0.43%
EYE PROBLEMS/INJURIES	1	0.14%
FALLS	94	13.49%
FIGHT	1	0.14%
FIRE BRUSH / WOODS FIRE	1	0.14%
FIRE SMELL OF GAS	3	0.43%
FIRE SMELL OF SMOKE / BURNING	2	0.29%
FIRE STRUCTURE FIRE	8	1.15%
FIRE VEHICLE FIRE	3	0.43%
GUNSHOTS REPORTED	4	0.57%
HEADACHE	5	0.72%
HEART PROBLEMS/A.I.C.D	15	2.15%
HEMORRHAGE/LACERATIONS	24	3.44%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.14%
MAGISTRATE REQUEST	1	0.14%
MIH FOLLOW-UP	5	0.72%
MOTORIST ASSIST / DISABLED MOTORIST	1	0.14%
NON-EMERGENCY TRANSPORT	1	0.14%
OVERDOSE/POISONING (INGESTION)	7	1.00%
PREGNANCY/CHILDBIRTH/MISCARRIAGE	2	0.29%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	26	3.73%
SERVE PAPERS	1	0.14%

PERQUIMANS CO EMS	Count	Percent
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	129	18.51%
SPECIAL ASSIGNMENT	14	2.01%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.14%
STANDBY BALL GAME	2	0.29%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	15	2.15%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	2	0.29%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	33	4.73%
TRAINING	1	0.14%
TRAUMATIC INJURIES (SPECIFIC)	5	0.72%
UNCONSCIOUS/FAINTING (NEAR)	30	4.30%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	25	3.59%
WELL BEING CHECK	10	1.43%
Total Records For PERQUIMANS CO EMS	697	Dept Calls/Total Calls 10.81%

PERQUIMANS CO FIRE MARSHAL	Count	Percent
FIRE STRUCTURE FIRE	2	100.00%
Total Records For PERQUIMANS CO FIRE MARSHAL	2	Dept Calls/Total Calls 0.03%

PERQUIMANS CO SO	Count	Percent
ABANDONED VEHICLE	3	0.07%
ACCIDENTAL 911 CALL	8	0.19%
ALARM BANK	2	0.05%
ALARM BUSINESS	46	1.07%
ALARM RESIDENTIAL	43	1.00%
ALARM SCHOOL	11	0.26%
ANIMAL BITES/ATTACKS	6	0.14%
ANIMAL CONTROL	223	5.18%
ARMED PERSON	1	0.02%
ASSAULT/SEXUAL ASSAULT/STUN GUN	13	0.30%
ASSIST OFFICER	12	0.28%
ASSISTANCE	10	0.23%
B&E (BREAKING&ENTERING) ATTEMPTED / OLD	18	0.42%
B&E (BREAKING&ENTERING) IN PROGRESS	4	0.09%
BOLO / ATL (ATTEMPT TO LOCATE)	6	0.14%
BREATHING PROBLEMS	5	0.12%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	0.02%
CARDIAC OR RESPIRATORY ARREST/DEATH	12	0.28%
CARELESS & RECKLESS	46	1.07%
CHAPTER 90 - DRUG ACTIVITY	2	0.05%
CHASE	3	0.07%
CHEST PAIN/CHEST DISCOMFORT (NON-TRAUMATIC)	7	0.16%
CHOKING	1	0.02%
CIVIL PROCESS	187	4.35%
CONVULSIONS/SEIZURES	1	0.02%
CRIMINAL SUMMONS	2	0.05%
DAMAGE TO PROPERTY	7	0.16%
DCI ENTRY / TRANSACTION	3	0.07%
DEBRIS IN THE ROADWAY	20	0.46%
DIABETIC PROBLEMS	2	0.05%

PERQUIMANS CO SO	Count	Percent
DISTURBANCE	56	1.30%
DOMESTIC	47	1.09%
DOMESTIC VIOLENCE ORDER	8	0.19%
DRILL (FIRE / TORNADO / ETC.)	1	0.02%
DRIVERS LICENSE / REGISTRATION	40	0.93%
DSS / SOCIAL SERVICES REQUEST	2	0.05%
ESCORT	132	3.07%
EVICTON	5	0.12%
FALLS	12	0.28%
FIGHT	11	0.26%
FIRE ACTIVATED ALARM	4	0.09%
FIRE BRUSH / WOODS FIRE	7	0.16%
FIRE ELECTRICAL FIRE	4	0.09%
FIRE ILLEGAL BURN	2	0.05%
FIRE SMELL OF GAS	1	0.02%
FIRE SMELL OF SMOKE / BURNING	1	0.02%
FIRE STRUCTURE FIRE	8	0.19%
FIRE UNKNOWN TYPE - MISCELLANEOUS FIRE	1	0.02%
FIRE VEHICLE FIRE	3	0.07%
FOLLOW-UP	5	0.12%
FOOT PATROL	9	0.21%
FRAUD / SCAM BY ANY MEANS	6	0.14%
FUNERAL ESCORT	13	0.30%
GOKART / ATV / 4-WHEELER ON ROADWAY	9	0.21%
GUNSHOTS REPORTED	22	0.51%
HANG-UP 911 CALL	66	1.53%
HARASSMENT	6	0.14%
HEART PROBLEMS/A.I.C.D	1	0.02%
HEMORRHAGE/LACERATIONS	4	0.09%
HIT AND RUN	8	0.19%
ILLEGALLY PARKED VEHICLE	28	0.65%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	0.02%
INFO ONLY	12	0.28%
INTOXICATED DRIVER	9	0.21%
INVESTIGATION	23	0.53%
IVC / MENTAL SUBJECT	24	0.56%
LARCENY	18	0.42%
LITTERING	1	0.02%
LIVESTOCK (IN THE ROADWAY / YARD)	6	0.14%
MAGISTRATE REQUEST	22	0.51%
MAINTENANCE REPORT	1	0.02%
MISSING PERSON / RUNAWAY	6	0.14%
MISUSE OF 911	2	0.05%
MOTORIST ASSIST / DISABLED MOTORIST	58	1.35%
NEIGHBORHOOD PATROL	66	1.53%
NOISE COMPLAINT	20	0.46%
OTHER	47	1.09%

PERQUIMANS CO SO	Count	Percent
OVERDOSE/POISONING (INGESTION)	5	0.12%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	3	0.07%
PREGNANCY/CHILDBIRTH/MISCARRIAGE	1	0.02%
PSYCHIATRIC/ABNORMAL BEHAVIOR/SUICIDE ATTEMPT	23	0.53%
PUBLIC SERVICE CALL	167	3.88%
RECOVER PROPERTY	13	0.30%
REPORT	14	0.33%
REQUEST FOR OFFICER	25	0.58%
SECURITY CHECK	1608	37.37%
SERVE PAPERS	177	4.11%
SERVE WARRANTS FOR ARREST	14	0.33%
SERVICE CALL	17	0.40%
SHOP LIFTER	4	0.09%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	3	0.07%
SOLICITATION	2	0.05%
SPECIAL ASSIGNMENT	33	0.77%
STAB/GUNSHOT/PENETRATING TRAUMA	1	0.02%
STANDBY BALL GAME	12	0.28%
STROKE (CVA)/TRANSIENT ISCHEMIC ATTACK (TIA)	1	0.02%
SUBJECT IN CUSTODY	9	0.21%
SUSPICIOUS ACTIVITY (VEHICLE / PERSON)	162	3.76%
THREATS	9	0.21%
TRAFFIC CONTROL	4	0.09%
TRAFFIC STOP	136	3.16%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	78	1.81%
TRAINING	3	0.07%
TRANSPORT SUBJECT	48	1.12%
TRAUMATIC INJURIES (SPECIFIC)	2	0.05%
TRESPASSING	10	0.23%
UNCONSCIOUS/FAINTING (NEAR)	4	0.09%
UNKNOWN PROBLEM (PERSON DOWN) - MEDICAL ALARM	10	0.23%
UNLOCK VEHICLE/HOUSE	67	1.56%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	0.02%
VANDALISM	5	0.12%
WANTED / STOLEN INQUIRY	11	0.26%
WEATHER EVENTS	1	0.02%
WELL BEING CHECK	74	1.72%
WILDLIFE / HUNTING VIOLATION	3	0.07%
Total Records For PERQUIMANS CO SO	4303	Dept Calls/Total Calls 66.72%

PERQUIMANS CO WATER	Count	Percent
OTHER	1	25.00%
UTILITIES REQUEST (WATER / ELECTRICAL)	3	75.00%
Total Records For PERQUIMANS CO WATER	4	Dept Calls/Total Calls 0.06%

PERQUIMANS CO WATER RESCUE TEAM	Count	Percent
FIRE TRAINING/TESTING	2	40.00%
SPECIAL ASSIGNMENT	1	20.00%

PERQUIMANS CO WATER RESCUE TEAM	Count	Percent
TRAINING	1	20.00%
UTILITIES REQUEST (WATER / ELECTRICAL)	1	20.00%
Total Records For PERQUIMANS CO WATER RESCUE TEAM	5	Dept Calls/Total Calls 0.08%

STATION 2 - BETHEL FD	Count	Percent
ASSISTANCE	1	2.50%
BREATHING PROBLEMS	1	2.50%
CARBON MONOXIDE/INHALATION/HAZMAT/CBRN	1	2.50%
CARDIAC OR RESPIRATORY ARREST/DEATH	4	10.00%
FIRE ACTIVATED ALARM	3	7.50%
FIRE BRUSH / WOODS FIRE	4	10.00%
FIRE ELECTRICAL FIRE	1	2.50%
FIRE ILLEGAL BURN	1	2.50%
FIRE SMELL OF SMOKE / BURNING	3	7.50%
FIRE STRUCTURE FIRE	5	12.50%
FIRE TRAINING/TESTING	3	7.50%
FIRE VEHICLE FIRE	1	2.50%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	2.50%
PUBLIC SERVICE CALL	1	2.50%
SICK PERSON (SPECIFIC DIAGNOSIS) (MISC ILLNESS)	1	2.50%
TEST	1	2.50%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	20.00%
Total Records For STATION 2 - BETHEL FD	40	Dept Calls/Total Calls 0.62%

STATION 3 - HERTFORD FD	Count	Percent
ACCIDENTAL 911 CALL	1	2.04%
ALARM RESIDENTIAL	1	2.04%
BOATING INCIDENT	1	2.04%
CARDIAC OR RESPIRATORY ARREST/DEATH	1	2.04%
FIRE ACTIVATED ALARM	9	18.37%
FIRE BRUSH / WOODS FIRE	3	6.12%
FIRE ELECTRICAL FIRE	3	6.12%
FIRE SMELL OF GAS	1	2.04%
FIRE SMELL OF SMOKE / BURNING	2	4.08%
FIRE STRUCTURE FIRE	7	14.29%
FIRE TRAINING/TESTING	4	8.16%
FIRE VEHICLE FIRE	1	2.04%
FUNERAL ESCORT	1	2.04%
INACCESSIBLE INCIDENT/OTHER ENTRAPMENT (NON-TRAFF)	1	2.04%
PUBLIC SERVICE CALL	1	2.04%
SERVICE CALL	1	2.04%
SPECIAL ASSIGNMENT	2	4.08%
TEST	1	2.04%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	8	16.33%
Total Records For STATION 3 - HERTFORD FD	49	Dept Calls/Total Calls 0.76%

STATION 4 - BELVIDERE CHAPEL HILL FD	Count	Percent
FIRE BRUSH / WOODS FIRE	4	30.77%

STATION 4 - BELVIDERE CHAPEL HILL FD	Count	Percent
FIRE SMELL OF GAS	1	7.69%
FIRE STRUCTURE FIRE	1	7.69%
FIRE TRAINING/TESTING	2	15.38%
FIRE VEHICLE FIRE	1	7.69%
GUNSHOTS REPORTED	1	7.69%
SPECIAL ASSIGNMENT	1	7.69%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	2	15.38%
Total Records For STATION 4 - BELVIDERE CHAPEL HILL FD	13	Dept Calls/Total Calls 0.20%

STATION 6 - WINFALL FD	Count	Percent
CARDIAC OR RESPIRATORY ARREST/DEATH	2	6.67%
FIRE BRUSH / WOODS FIRE	3	10.00%
FIRE SMELL OF GAS	2	6.67%
FIRE STRUCTURE FIRE	8	26.67%
FIRE TRAINING/TESTING	3	10.00%
FIRE UNKNOWN TYPE - MISCELLANEOUS FIRE	1	3.33%
FIRE VEHICLE FIRE	1	3.33%
OTHER	1	3.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	9	30.00%
Total Records For STATION 6 - WINFALL FD	30	Dept Calls/Total Calls 0.47%

STATION 7 - INTERCOUNTY FD	Count	Percent
FIRE ACTIVATED ALARM	2	3.51%
FIRE BRUSH / WOODS FIRE	1	1.75%
FIRE ELECTRICAL FIRE	2	3.51%
FIRE ILLEGAL BURN	1	1.75%
FIRE MUTUAL AID/OUT OF COUNTY RESPONSE	39	68.42%
FIRE SMELL OF GAS	1	1.75%
FIRE STRUCTURE FIRE	3	5.26%
FIRE TRAINING/TESTING	1	1.75%
FIRE UNKNOWN TYPE - MISCELLANEOUS FIRE	1	1.75%
SPECIAL ASSIGNMENT	1	1.75%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	5	8.77%
Total Records For STATION 7 - INTERCOUNTY FD	57	Dept Calls/Total Calls 0.88%

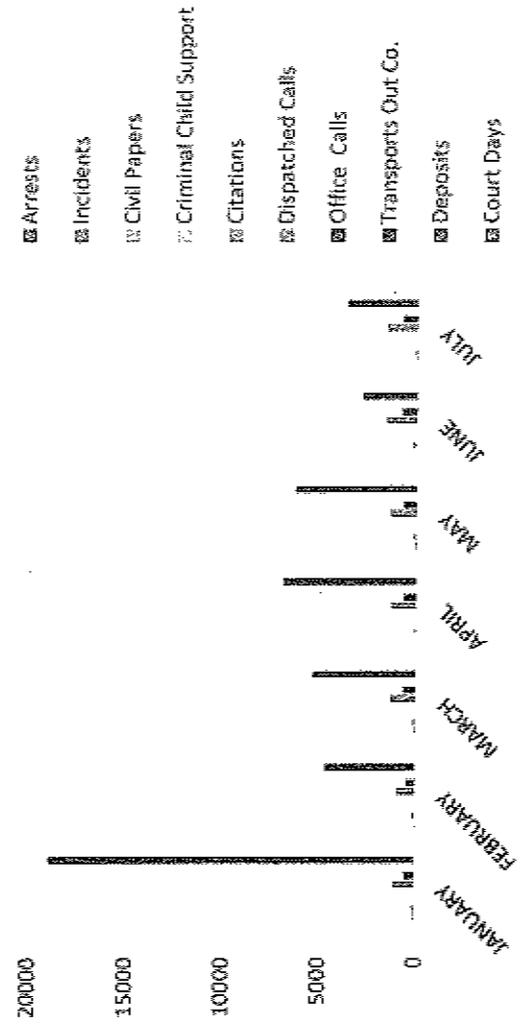
STATION 8 - DURANTS NECK FD	Count	Percent
BREATHING PROBLEMS	1	8.33%
FALLS	1	8.33%
FIRE SMELL OF GAS	1	8.33%
FIRE STRUCTURE FIRE	2	16.67%
FIRE TRAINING/TESTING	1	8.33%
POWER OUTAGE/LINES/POLES DOWN (CABLE/POWER/ETC.)	1	8.33%
SPECIAL ASSIGNMENT	1	8.33%
TRAFFIC/TRANSPORTATION INCIDENTS (ACCIDENT)	3	25.00%
WEATHER EVENTS	1	8.33%
Total Records For STATION 8 - DURANTS NECK FD	12	Dept Calls/Total Calls 0.19%

WINFALL PUBLIC WORKS	Count	Percent
DEBRIS IN THE ROADWAY	1	100.00%

Total Records For WINFALL PUBLIC WORKS	1	Dept Calls/Total Calls	0.02%
Total Records		6449	

Perquimans County Sheriff's Office --- July 2023 Activity Report

	Arrests	Incidents	Civil Papers	Criminal Child Support	Citations	Dispatched Calls	Office Calls	Transports Out Co.	Deposits	Court Days
JANUARY	30	67	144	1	16	1081	541	4	\$18,961.00	7
FEBRUARY	20	46	181	0	7	956	478	2	\$4,680.00	9
MARCH	50	60	179	1	8	1317	659	10	\$5,367.00	13
APRIL	15	50	116	1	2	1314	657	3	\$6,901.47	7
MAY	37	69	213	1	4	1376	688	3	\$6,292.00	8
JUNE	19	45	262	1	3	1612	806	2	\$2,836.00	7
JULY	21	56	134	1	5	1585	793	6	\$3,670.00	9



COMMITTEE REPORTS



PERQUIMANS COUNTY EMERGENCY SERVICES

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

(252) 426-5646 Phone - (252) 426-2049 Fax

911 Communications Division Advisory Board

Thursday, January 26, 2023 – 7:00 P.M. - Perquimans Emergency Services Building

MINUTES

Welcome – Provided by Jonathan Nixon, followed by the blessing by Mr. Frank Heath, County Manager

Host – Perquimans County Manager's Office

Minutes from October 2022 Meeting – Emailed

Introductions (see sign-in sheet for attendance)

Reports:

❖ 911 Communication Division – Jonathan Nixon provided the following report:

911 Communications Division Advisory Board

- Purpose - The purpose of the 911 Communications Division Advisory Board is to analyze and evaluate community expectations for 911 service delivery, assess and recommend new strategies to improve public safety, identify and advocate for needed resources to achieve public safety objectives, and serve as a communication forum for public safety matters. The 911 Communications Division Advisory Board serves at the pleasure of the Perquimans County Board of Commissioners.
- Members:

-County Commissioner	-Law Enforcement
-Town of Hertford	*Sheriff's Office
-Town of Winfall	*NC Wildlife
-County Manager	-Volunteer Rescue Squad
-Emergency Services Director-	-Fire Service
-911 Shift Supervisors	*Fire Chiefs' Association
-EMS Shift Supervisor	*Bethel Fire Dept
-Emergency Management	*Hertford Fire Dept
-Emergency Services PIO	*Belvidere Fire Dept
-Fire Marshal	*Winfall Fire Dept
	*Inter-County Fire Dept
	*Durants Neck Fire Dept
	*NC Forestry

Meeting Schedule - The 911 Communications Division Board meets on the 4th Thursday in January, April, and October, unless rescheduled.

- Oversight - The Emergency Services Director is tasked with organizing and conducting the quarterly meetings to include producing an agenda and meeting minutes for each meeting. Meeting correspondence is relayed via email to members.
- **Emergency Operations Plan** – presented by Jonathan Nixon (ES-1) & Julie Solesbee (PIO/EM-3). See PowerPoint.

GENERAL INFO, EQUIPMENT, & SOFTWARE:

- Completed training with RapidSOS and Prepared Live to begin receiving MMS and video messages through a portal – hope to implement in February
- Continuing to explore options for expanding our VIPER coverage by adding 2 new tower sites. A meeting is scheduled with NCHP/VIPER in February as a joint discussion with Chowan and Perquimans
- Contacted our tower vendor regarding completing Phase 2 of the Grounding Project at the 911 Center Tower Site
- COA is hosting a meeting, January 30th, to discuss regional 911 center training needs
- 9-Year Call Volume – See PowerPoint

PERSONNEL & TRAINING:

- 2 Part-time TCs (non-certified), 1 Full-Time hired (fully certified)
- Communications Training Officer class was held December 16th through December 18th
- NC Sheriffs' Standards Telecommunicator Course previously scheduled at College of the Albemarle for November 13th – November 18th was canceled
- Completed the application and interview process for promotion of Telecommunicator II positions – meeting as a group in late February to begin enhancements to our current training program

SHERIFF'S OFFICE: Easter Egg Hunt April 4

NC WILDLIFE: Absent.

RESCUE SQUAD: No report.

FIRE CHIEFS' ASSOCIATION: No report.

BETHEL FIRE DEPARTMENT: No report.

BELVIDERE FIRE DEPARTMENT: BBQ chicken supper February 18

DURANTS NECK FIRE DEPARTMENT: Chief Eure gave progress on new fire stations.

HERTFORD FIRE DEPARTMENT:

Chief Woodard addressed the keyholder response issue at Perquimans High School. He was advised that keyholder information is correct and current. Chief Woodard also asked that the incident address be repeated at least to 1st truck responding and was agreed upon. He also asked about multiple stations being paged to a couple accident calls. He was advised there were possible multiple vehicles/patients.

INTER-COUNTY FIRE DEPARTMENT:

ISO inspection in November; waiting on results. BBQ fundraiser March 4.

WINFALL FIRE DEPARTMENT: Pancake supper February 23

NC FORESTRY:

Forestry I, Robert Lacy, advised new assistant ranger starting on February 13. Perquimans will be fully staffed. Chowan ranger is leaving the first of March.

TOWN OF HERTFORD: – Janice Cole had no report.

TOWN OF WINFALL: Absent

COUNTY COMMISSIONERS: – Absent.

COUNTY MANAGER: Lobbying efforts to include money for communications towers. Former Senator Bob Steinberg is the lobbyist for the county.

EMERGENCY SERVICES REPORT:

- EMS Division 2022 Data – See PowerPoint.
- EMS Division Updates:
 - We now have Stryker Powerloads on all EMS Units (FDs – let us know if you would like for the EMS Duty Crew to stop by on your training nights so you can become familiar with the equipment – we can also provide CPR Class and review at that time)
- New Jump Bags on EMS Units and Zone 1/2 (bright green)
- New dual-band 7/800 & VHF portable radios will be in service soon – joint project with the Sheriff's Office – Multi-Year Lease/Purchase
- Thanks to the 6 Fire Departments & Sheriff's Office for participating in the filming of the Perq Co CPR Video – hope to have it completed in February
- We will be working with ECU Health Chowan Hospital to hammer out a MOU on Friday so that we can begin with the roll-out of our Mobile Integrated Healthcare Program as a result of a 2-Year Duke Endowment Grant
- Starting in February we will be staffing a 3rd EMS Duty Crew from Noon to 8pm daily (as part-time staff are available)
- **Upcoming Dates:**
 - Public Officials Conference (BCC Meeting) - March 6, 2023
 - 1st Responder Easter Egg Hunt - April 4, 2023
 - Hurricane Tabletop Exercise - April/May 2023
 - NWS SKYWARN Training Class - May 3, 2023
 - Perquimans Outdoors Event - May 13, 2023
 - Fixed Fertilizer Facility HazMat Exercise – May/June 2023

OLD BUSINESS: Updated meeting schedule & hosting agencies.

NEW BUSINESS:

- 4th Quarter 2022 Report by Agency & Yearly 2022 Report – distributed.
- Fire Department Equipment Report – distributed.
- Texting update – rosters distributed.
- VIPER Review – Perquimans Talk Groups renamed – see PowerPoint.
- Consideration for Fire/Medical Class – Fire Chiefs requested a class specific to ways firefighters would be assisting EMS.
- Missing Persons SOG was reviewed.
- Silo Movie (Farm Bureau) – interest in county-wide viewing? If so, when is a good time to host at PCHS Auditorium. Fire Chiefs will discuss and get back with Jonathan.
- American Legion – Law Enforcement Officer, Firefighter, Telecommunicator, & EMS Employee of the Year - Fire Chiefs will discuss and get back with Jonathan.
- Discussed changing the meeting time for 911 Board meeting to earlier. It was determined that current meeting time from 7-9 pm works best.
- Additional Comments/Concerns – None.

HOST FOR NEXT MEETING: – Inter-County Volunteer Fire Department

Meeting Schedule: ~~January 26, 2023~~ ~~April 27, 2023~~ (canceled) July 27, 2023 October 26, 2023

Adjournment

Respectfully submitted – Andrea Stoner, 911 Shift Supervisor II & Jonathan Nixon, Emergency Services Director