<u>APPOINTMENT: RECREATION ADVISORY BOARD - TOWN OF HERTFORD REPRESENTATIVE</u>

On motion made by Tammy Miller-White, seconded by Matthew Peeler, the Board unanimously approve the reappointment of Pam Hurdle to a three-year term as the Town of Hertford's Representative on the Recreation Advisory Board effective July 1, 2013. County Manager Heath stated that these personnel matters came to us after the Agenda Packet was mailed and could not be included in the Consent Agenda:

BUDGET AMENDMENT NO. 1

On motion made by Matthew Peeler, seconded by Tammy Miller-White, the Board unanimously approved the following Budget Amendment No. 1:

BUDGET AMENDMENT NO. 1 PHASE III FUNDS

		AMO	DUNT			
CODE NUMBER	DESCRIPTION OF CODE	INCREASE	DECREASE			
60-397-001	Bank Loan Funds	196,643				
60-500-721	Water Plant/RO Project	52,540				
60-500-040	RO – Engineering	7,726				
60-500-741	Capital Outlay	11,680				
60-500-740	Capital Outlay – Equipment	124,697				
EXPLANATION: To bring forward unspent Escrow Funds for RO Project.						

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

Clerk to the Board

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:50 p.m. on motion made by Matthew Peeler, Edward R. Muzzulin, seconded by Tammy Miller-White.

Janice McKenzie Cole, Chair

SPECIAL CALLED MEETING

July 15, 2013 7:00 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting on Monday, July 15, 2013, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Janice McKenzie Cole, Chair

Edward R. Muzzulin, Vice Chair

Benjamin Hobbs

Tammy Miller-White

Matthew Peeler

Kyle Jones

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board

After the Chair called the meeting to order, Commissioner Muzzulin gave the invocation and the Chair led the Pledge of Allegiance.

AGENDA

The Agenda was unanimously approved on motion made by Tammy Miller-White, seconded by Matthew Peeler.

CDBG ADMINISTRATION CONTRACT

County Manager Heath explained that Request for Proposals had been sent out a couple of times for the administrator of the CDBG Grant Fund. Carolyn Morris was the only proposal that we received. Therefore, he was recommended that the contract to administer the CDBG Funds be awarded to Carolyn Morris at a total of not to exceed \$29,500. On motion made by Tammy Miller-White, seconded by Edward R. Muzzulin, the Board unanimously approved the CDBG Administration Contract with Carolyn Morris.

JCPC CERTIFICATION FOR FY 2013-14/INTER-AGENCY COUNCIL APPOINTMENTS

County Manager Heath presented the following Juvenile Crime Prevention Council Certification and Council Appointments for FY 2013-14:

NC Department of Public Safety, Division of Juvenile Justice Juvenile Crime Prevention Council Certification

Fiscal Year: 2013 -2014 County: Perquimans Date: July 2, 2013 **CERTIFICATION STANDARDS** STANDARD #1 - Membership Have the members of the Juvenile Crime Prevention Council been appointed by county commissioners? Yes В. Is the membership list attached? Yes Are members appointed for two year terms and are those terms staggered? Yes D. Is membership reflective of social-economic and racial diversity of the community? Yes Does the membership of the Juvenile Crime Prevention Council reflect the required positions as provided by N.C.G.S. §143B-846? Yes If not, which positions are vacant and why? No Chief of Police or Substance Abuse Professional; DA or Juvenile Defense Attorney

			July 15, 2013 c	ontinued		2798			
		STANDARD #2 -	Organization			Yes			
 A. Does the JCPC have written Bylaws? B. Bylaws are are attached or □ on file (Select one.) 									
C. Bylaws contain Conflict of Interest section per JCPC policy and procedure.									
 D. Does the JCPC have written policies and procedures for funding and review? E. These policies and procedures attached or □ on file. (Select one.) 									
F. Does the JCPC have officers and are they elected annual? JCPC has: ⊠ Chair; ⊠ Vice-Chair; ⊠ Secretary; □ Treasurer.									
	ver e mue. <u> </u>	•							
Α.	JCPC meetings are considered op	STANDARD #3 en and public notice of				Yes			
В.	Is a quorum defined as the majority of			ct		W			
C.	business at JCPC meetings? Does the JCPC meeting bi-monthly at a	a minimum?			_	Yes Yes			
D. Are minutes taken at all official meetings? E. Are minutes distributed prior to or during subsequent meetings									
1	The limites distributed prior to or dur					Yes			
Α.	Does the JCPC conduct an annual plan	STANDARD #4 ning process which include		ng of					
В.	programs and funding allocation proces. Is this Annual Plan presented to the Bo		onous and to the Division of Lux	mila Ivatias	_	Yes Yes			
С.	Is the Funding Plan approved by the full				_	Yes			
		STANDARD #5 - P	ublic Awareness						
A.	Does the JCPC communicate the availabil	ity of funds to all public and	d private nonprofit agencies which						
	serve children or their families and to othe article attached)	er interested community me	inders? 🖾 KEP, distribution list, at	ICI		Yes			
В.	Does the JCPC complete an annual needs serve children or their families, and to inte			hich		Yes			
	octive condition of their named, and to inte	,			_	100			
Α.	As recipient of the county DJJ allocatio	STANDARD #6 — No n, does the County certify		as					
	defined by N.C.G.S. §105-243 (1), at the	e Federal, State, or local le	evel?		_	Yes			
Brie	fly outline the plan for correcting any a	areas of standards non-co	mpliance.						
	The JCPC did not hold any funds asid	e for Certification for 20	13-14. All JCPC funds have be	en allocated	d to progr	ams.			
					1 0				
	ng complied with the Standards as docu nile Crime Prevention fund allocation to								
	get Narrative sheets detailing the expendit								
		JCPC Adminis							
		SOURCES O	FREVENUE						
		DJJ	0						
Local 0									
		Other	0						
Total 0									
Gail White 7/2/2013									
JCPC Chairperson Date									
Chairman, Board of County Commissioners Date									
Chie	f Deputy Secretary or Designee, Division			Е	Date				
	Juven		ouncil Certification (cont'd)						
	Perquimans	Coun	ty	FY <u>2</u>	013-14				
	uctions: N.C.G.S. § 14313-846 specifies								
	ention Councils. In certain categories, a gory and his/her title. Indicate appointed r								
	Specified Members (G.S. 147-33.61)	Name	Title	Designee	Race	Gender			
I)	School Superintendent or designee	Dr. Dwayne Stallings	Superintendent		W	m			
2)	Chief of Police	n/a							
3)	Local Sheriff or designee	Eric Tilley	Sheriff		W	m			
4)	District Attorney or designee	Vacant							
5)	Chief Court Counselor or designee	Sherri Ellington	Chief		W	f			
6)	Director, AMH/DD/SA, or designee	Tracey Webster	SOC	X	b	f			
7)	Director DSS or designee	Susan Chaney	Director		W	f			
8)	County Manager or designee Frank Heath County Manager					m			
9)	Substance Abuse Professional	n/a							
10)	Member of Faith Community	HOPE CDC		b	f				
11)	County Commissioner	Kyle Jones	Commissioner		W	m			
12)	Two persons under age 18	tbd							
	(State Youth Council Representative, if available)	tbd							
13)	Juvenile Defense Attorney	Vacant							
14)) Chief District Judge or designee Hon. Robert Trivette District Court Judge								
15)	Member of Business Community	Hattie Sharp	RHEMA Director		b	f			
16)	Local Health Director or designee	Child Services		w	f				
17)	Rep. United Way/other non-profit	Janet Stone- Nielson	Albemarle Hope Line		w	f			
18)	Representative/Parks and Rec.	Howard Williams	Director		w	m			
19)	County Commissioner appointee	Gail White	Dir. Perquimans H/A		w	f			

20) County Commissioner appointee

21) County Commissioner appointee

Catherine Harris

Leo Higgins

School Social Worker

Perquimans 20/20

b

Specified Members (G.S. 147-33.61)	Name	Title	Designee	Race	Gender
22) County Commissioner appointee	Clayton Griffin	Director, Restitution/MF		b	m
23) County Commissioner appointee	Peter Leroy	Chairman, Perquimans 20/20		W	m
24) County Commissioner appointee	Eva Anderson	Court Counselor		b	f
25) County Commissioner appointee					

On motion made by Benjamin C. Hobbs, seconded by Edward R. Muzzulin, the Board unanimously approved the FY 2013-2014 JCPC Certification and the Juvenile Crime Prevention Council Members

ECONOMIC IMPROVEMENT COUNCIL (EIC) BOARD MEMBER RESIGNATION

County Manager Heath presented the letter of resignation from Virgie Whitehurst effective July 18, 2013. Ms. Whitehurst's three-year term is due to expire on August 31, 2014. The Board will need to accept her resignation and, if possible, appoint someone else to her seat. On motion made by Benjamin C. Hobbs, seconded by Edward R. Muzzulin, the Board unanimously accepted Ms. Whitehurst's resignation from EIC and appointed Tammy Miller-White to complete her term which expires on August 31, 2014.

ADJOURNMENT

	I here	being	no	further	comments	or	business	to	discuss,	the	Special	Called	Meeting	was
adjoui	ned ar	nd the	Regu	ular Wo	rk Session	beg	an on mot	ion	made by	Edw	ard R. N	/luzzulin	, seconde	ed by
Matth	ew Pe	eler.												

	Janice McKenzie Cole, Chair
Deputy Clerk to the Board	
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