

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 24, 2026

NAME: Stacy Simpson Full Time Part Time

POSITION: Income Maintenance Caseworker II DEPARTMENT: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 63 STEP: 1 ANNUAL SALARY: \$37,081.00 HOURLY RATE: _____

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

7/1/2026 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE:
Date YEAR 2 3 4
GRADE: 63 STEP: 2 SALARY: \$38,010.00

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION 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 HEAD : [Signature] DATE: June 24, 2026

COUNTY MANAGER : [Signature] DATE: 6-24-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

NAME: Denise Stallings Full Time Part Time

POSITION: Income Maintenance Technician DEPARTMENT: Social Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 59 STEP: 5 ANNUAL SALARY: \$34,282.00 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: \$ _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/2026 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 59 STEP: 6 SALARY: \$35,140.00

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 HEAD : [Signature] DATE: June 24, 2026

COUNTY MANAGER : [Signature] DATE: 6-26-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/24 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Helen Hunter Full Time Part Time
POSITION: Deputy Finance Officer DEPARTMENT: County Manager

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

CURRENT: GRADE: 64 STEP: 13 ANNUAL SALARY: \$51,928 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

X 7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 64 STEP: 14 SALARY: \$53,228

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 HEAD : _____ DATE: _____

COUNTY MANAGER : Al S. Jr DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/20/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Tracy Mathews Full Time Part Time

POSITION: Finance Officer DEPARTMENT: County Manager

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 78 STEP: 13 ANNUAL SALARY: \$96,173 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 78 STEP: 14 SALARY: \$98,578

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 HEAD : _____ DATE: _____

COUNTY MANAGER : Al J. Jy DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/1/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Jonathan Nixon Full Time Part Time
POSITION: Emergency Services Director DEPARTMENT: Emergency Services

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

CURRENT: GRADE: 80 STEP: 16 ANNUAL SALARY: \$113,034 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 80 STEP: 17 SALARY: \$115,791

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 HEAD : _____ DATE: _____

COUNTY MANAGER : *Alfred G.* DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Julie Solesbee Full Time Part Time

POSITION: Assistant Emergency Services Director DEPARTMENT: Emergency Services

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 76 STEP: 16 ANNUAL SALARY: \$94,786 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

X 7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 76 STEP: 17 SALARY: \$97,098

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 HEAD : _____ DATE: _____

COUNTY MANAGER : Bl S. R DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/24 BCC MEETING: 7/6/24

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Erle Solesbee Full Time Part Time

POSITION: Chief Building Inspector DEPARTMENT: Inspections

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 71 STEP: 7 ANNUAL SALARY: \$61,048 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 71 STEP: 8 SALARY: \$62,574

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 HEAD : _____ DATE: _____

COUNTY MANAGER : Al S. J. DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/24

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/24/2026

NAME: Nick Lories Full Time Part Time

POSITION: Water Supervisor DEPARTMENT: Water Department

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 75 STEP: 15 ANNUAL SALARY: \$88,489 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 75 STEP: 16 SALARY: \$90,701

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 HEAD : _____ DATE: _____

COUNTY MANAGER : Bl. A. G. DATE: 6-25-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/20/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6-25-26

NAME: Kendall Harrell

Full Time Part Time

POSITION: Sergeant I

DEPARTMENT: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 72 STEP: 7 ANNUAL SALARY: \$63,794

_____ 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:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

X 7-1-2026 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.

Date GRADE: 72 STEP: 8 SALARY: \$65,388

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 HEAD: Shelton White DATE: 6-26-26

COUNTY MANAGER : Bh. J. G. DATE: 6-29-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6-25-26

NAME: Brian Watson

Full Time Part Time

POSITION: Investigator I

DEPARTMENT: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 73 STEP: 6 ANNUAL SALARY: \$65,076

_____ 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:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

X 7-1-2026 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.

Date GRADE: 73 STEP: 7 SALARY: \$66,664

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 HEAD : Shelton White DATE: 6-26-26

COUNTY MANAGER : B.S. Ly DATE: 6-29-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6-25-26

NAME: Ray Fesperman

Full Time Part Time

POSITION: Sergeant I

DEPARTMENT: Sheriff's Office

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 72__ STEP: 6__ ANNUAL SALARY: \$62,276

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

X 7-1-2026 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.

Date GRADE: 72__ STEP: 7__ ANNUAL SALARY: \$63,794

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 HEAD : [Signature] DATE: 6-26-26

COUNTY MANAGER : [Signature] DATE: 6-29-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/30/26

NAME: KIMBERLY BRAY

POSITION: ASSISTANT TAX ADMINISTRATOR DEPARTMENT: TAX

_____ NEW EMPLOYEE EFFECTIVE DATE

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ 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 RECLASSIFICATION
 CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER

6/30/26 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 15 SALARY: \$59,544

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 HEAD : Bill Jennings DATE: 6/30/26

COUNTY MANAGER : Bill S. J. DATE: 6-30-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/24 BCC MEETING: 7/6/24

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 1, 2026

NAME: Donna H. Phelps

Full Time Part Time

POSITION: Assistant

DEPARTMENT: Register of Deeds

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 60 STEP: 11 ANNUAL SALARY: \$41,472 HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

_____ DATE OF TERMINATION RESIGNATION REMOVAL FROM ROSTER
Date

7/1/2026 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 60 STEP: 12 SALARY: \$42,511

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: 2/5/2026 PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT HEAD *Joseph D. Lison* DATE: July 1, 2026

COUNTY MANAGER *Michelle A. ...* DATE: 7-1-2026

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: _____ BCC MEETING: _____

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/17/2026

NAME: Barry Overman Full Time Part Time

POSITION: Fire Marshal DEPARTMENT: Fire Marshal

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

7/1/26 DATE OF TERMINATION RESIGNATION 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 HEAD : _____ DATE: _____

COUNTY MANAGER : Al S. H DATE: 6-17-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: 7/1/26 BCC MEETING: 7/6/26

PERQUIMANS COUNTY
EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 24, 2026

NAME: Nicole Allegue

Full Time Part Time

POSITION: Non-Certified Telecommunicator

DEPARTMENT: 911

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

ENDING DATE OF PROBATIONARY PERIOD: May 1, 2027

CURRENT: GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY RATE: _____

_____ 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 RAISE:
Date YEAR 2 3 4
GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF RECLASSIFICATION
Date CHANGE IN GRADE MOVE TO FULL TIME MOVE TO PART TIME
NEW POSITION TITLE: _____
NEW GRADE: _____ STEP: _____ ANNUAL SALARY: _____ HOURLY: _____

6-24-2026 DATE OF TERMINATION RESIGNATION 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 HEAD : [Signature] DATE: 6/24/26

COUNTY MANAGER : [Signature] DATE: 6-24-26

FINANCE OFFICER : _____ DATE: _____

RECEIVED BY CLERK TO THE BOARD: [Signature] BCC MEETING: 7/6/26

PERQUIMANS COUNTY GOVERNMENT

Voluntary Benefits Program — Summary for Board of Commissioners

Prepared by Worksite Resources, LLC | Proposed Effective Date: January 1, 2027

Overview

Perquimans County Government is transitioning its voluntary (supplemental) employee benefits to Worksite Resources, LLC, effective January 1, 2027. Worksite Resources is an independent employee benefits consulting and brokerage firm that currently insures approximately 12,000 individuals and works with 83 of the 100 County Health Departments in the State.

There is no cost to the County. All voluntary benefits are 100% employee-paid through payroll deduction. This transition improves the quality and consistency of coverage available to employees at no additional expense to Perquimans County.

Why Work with Worksite Resources?

- **45+ years of specialized expertise** — Worksite Resources was built around ancillary and voluntary benefits. Our team has the carrier relationships, product knowledge, and enrollment expertise to deliver a benefits program that works — not just on paper, but for the employees who depend on it.
- **A trusted County partner for over 9 years** — Worksite Resources already serves Perquimans County for Dental, Vision, and Basic Life. This proposal deepens a relationship that is well established, with a broker who already knows your employees and your organization.
- **Voluntary benefits are our core business** — Unlike many medical-focused benefits agencies, ancillary and voluntary benefits are not a secondary offering at Worksite Resources. They are our core competency and the foundation of everything we do — which means our clients receive focused, expert attention rather than being treated as an add-on.

Improvements for Employees

- **More coverage, lower cost** — Through the programs we have access to, employees see significant cost savings without compromising their benefits — and in most cases, the proposed plans represent an improvement in benefit design over what is currently in place.
- **Employee self-service portal** — Through Employee Navigator, employees have year-round online access to their benefit elections, plan summaries, and coverage details from any device, replacing paper packets and reducing calls to HR.
- **Group education, not sales pressure** — Worksite Resources conducts group educational enrollment meetings where employees learn about their options together and make their own informed decisions, without high-pressure individual sales appointments.
- **Better income protection** — Short-Term Disability moves from an incremental plan (where employees frequently under-elect coverage) to a flat 60% income replacement benefit, ensuring every enrolled employee receives an adequate benefit if they are unable to work.

What Improves for HR

- **One broker, one call** — Rather than managing relationships with multiple carriers and agents across separate benefit lines, HR has a single, centralized point of contact at Worksite Resources for every voluntary and ancillary benefit the County offers.
- **Reduced administrative workload** — Employee Navigator automates eligibility tracking, life-event changes, and enrollment data feeds directly to carriers via EDI, eliminating manual re-entry into multiple carrier portals and creating a more efficient enrollment process for your HR department.
- **Clear audit trail** — All enrollment elections, changes, and communications are logged in a single system, providing documentation that matters for a county government managing public funds.

Key Dates

Milestone	Timing
Carrier agreements and applications finalized	By July 31, 2026
Employee Navigator setup and carrier connections	Mid-September 2026
Group educational enrollment meetings	October 2026
Open enrollment period	October 2026
Benefits effective	January 1, 2027

Prepared by: Matt Worgan | Worksite Resources, LLC | NC License #19978317 | Independent employee benefits consulting & brokerage

From: whigh highandcrowe.com <whigh@highandcrowe.com>

Sent: Wednesday, 01 July 2026 15:36:30

To: Brandon Shoaf <brandonshoaf@perquimanscountync.gov>

Subject: ABC stores and mixed beverage ballot language

Pursuant to state statute, the ballot language for each issue should read as follows:

ABC Store Elections ballot language:

To permit the operation of ABC stores.

FOR

AGAINST

Mixed Beverage Elections ballot language:

To permit the sale of mixed beverages in hotels, restaurants, private clubs, community theatres, and convention centers and the "on-premises" and "off-premises" sale of malt beverages and unfortified wine in qualified establishments.

FOR

AGAINST

W. Hackney High, Jr

High & Crowe, LLP

216 S. Broad St- 1st Floor

P.O. Box 92

Edenton, North Carolina 27932

Tel 252-482-4422

Fax 252-482-4423

MEMORANDUM OF UNDERSTANDING

FEMA Grant No. DHS-25-MT-047-00-98, Building Resilient
Infrastructure and Communities (BRIC)

This Memorandum of Understanding (“MOU”) is entered into as of _____, by and between **Perquimans County, North Carolina** (the “County”), a political subdivision of the State of North Carolina, and **Albemarle Plantation Property Owners Association**, a North Carolina nonprofit corporation (“APPOA”, the “POA” or “Private Party”).

Understandings

This MOU hereby incorporates by reference the previously negotiated Public-Private Partnership Agreement (PPP Agreement) dated _____. Unless otherwise specified herein, terms negotiated pursuant to preparation of the proposal to the subject grant opportunity will be in accordance with the PPP Agreement.

The purpose of this MOU is to set forth the specifics of the opportunity represented by Federal Emergency Management Agency (FEMA) Notice of Funding Opportunity (NOFO) number DHS-25-MT-047-00-98, **Building Resilient Infrastructure and Communities** (BRIC Grant), as originally published in the Federal Register on February 25, 2022, and announced by FEMA on 25 March, 2026.

The POA shall be solely responsible for compliance failures arising from the design, construction, operation, maintenance, procurement, or use of the project. The POA shall reimburse the County for any grant disallowances, clawbacks, penalties, audit findings, or repayment obligations attributable to the POA’s acts, omissions, or noncompliance.

The POA shall coordinate and collaborate with the County to prepare and submit a proposal in response to the BRIC Grant announcement. The project proposal shall specify that the POA shall be responsible for selecting and contracting with a suitable contractor to perform the construction work and to supervise and direct all work performed hereunder and under the grant. The POA shall prepare all documents necessary for submittal to the State of North Carolina, Department of Emergency Management, in accordance with published guidelines and requirements. All documents shall be provided timely to the County for its review and final approval prior to submission.

When requested by the County pursuant to the BRIC Grant, the County will authorize one or more representatives of the POA to access the state grant application Internet website(s) for access as needed to submit the grant application.

Financial terms and apportionment and accounting of cost share will be developed and negotiated to mutual agreement during the proposal development phase of the grant application.

In accordance with the PPP Agreement and terms negotiated pursuant to preparation of the proposal to the subject grant opportunity.. The contemplated BRIC Grant proposal will be for federal funds to construct a wave attenuation system on the mouth of the Yeopim Creek in Perquimans County. The proposed project will serve to preserve and protect the Albemarle Plantation Marina (AP Marina), a uniquely valuable asset of the POA.

One-third of the boats in the Albemarle Plantation Marina (POA marina) now belong to county residents who do not reside within Albemarle Plantation. The purpose of the BRIC Grant proposal will be to procure and deploy a wave attenuation system to preserve and protect the POA marina from cumulative and catastrophic harmful wind and wave effects of both named and unnamed storms. The strategically important siting of the current marina is depicted in Exhibit 1. For the subject BRIC Grant proposal, the POA's commitment to "reasonable public use" shall encompass continuation of its policy of offering transient slips, emergency docking rights, fueling services and law enforcement/water rescue access.

The intent of the partnership is to offer up the use of privately-owned property, where that might be a critical aspect of the proposal, but not to relinquish ownership rights, or to convey any ownership rights or any part of the POA's insurable interest in the property.

In accordance with the PPP Agreement and terms negotiated pursuant to preparation of the proposal to the subject grant opportunity, the POA assumes full responsibility for operation, repair, and maintenance of all grant-funded structures and improvements funded under the subject BRIC Grant program, for the useful life of the project, as documented in an Operations and Maintenance (O&M) Plan submitted with the grant application.

In accordance with the PPP Agreement and terms negotiated pursuant to preparation of the proposal to the subject grant opportunity, the grant-funded wave attenuation structure shall be constructed and initially operated solely for its approved purpose as a wave attenuation system. Any material change in use, transfer, or disposal of the grant-funded assets requires prior written approval from the County and the granting agency (e.g., FEMA).

In accordance with the PPP Agreement and terms negotiated pursuant to preparation of the proposal to the subject grant opportunity, the POA retains the right to explore, plan, and pursue enhancements or additions to the structure (including, without limitation, the

future addition of boat slips to the aforementioned marina), independently of this grant application and using separate funding sources, provided that such enhancements or additions do not interfere with the approved function or maintenance of the grant-funded wave attenuation system and comply with all applicable permits and regulations. The POA shall provide the County with reasonable advance notice of any such planned enhancements.

Any future modifications or additions to any publicly funded structure arising from this Agreement shall not impair the public purpose or compliance status of the grant-funded project. Future modifications or additions to affected assets of the POA shall be treated as independent projects unrelated to the aforementioned BRIC proposal, and shall be subject to permitting and other requirements in effect at the time of that project.

The parties acknowledge that County records produced or used in conjunction with any proposal application under this Agreement may be subject to disclosure under North Carolina public records laws. All procurement and contracting activities undertaken by the POA pursuant to this Agreement or a grant awarded under this Agreement shall comply with all applicable federal and state procurement requirements and grant requirements.

Insurance, liability and indemnification shall be in accordance with the PPP Agreement and terms negotiated pursuant to preparation of the proposal to the subject grant opportunity. Acceptance of this MOU shall serve as assignment of insurable interest to the POA for grant-funded structures and improvements to AP Marina and its immediate environs for the useful life of the structure. The County shall retain no insurable interest subsequent to the completion of any structure funded by a grant pursuant to this Agreement. The POA shall maintain adequate insurance (including property, liability, and flood coverage) on the marina and improvements.

For the contemplated proposal being prepared pursuant to this Agreement, good faith effort shall be given to limiting liability for all parties arising from dredging, shoreline work, fuel systems, or other potentially hazardous efforts that may be proposed pursuant to this Agreement.

This MOU shall commence on the date first written above and shall continue for the useful life of the grant-funded improvements or until all grant obligations are satisfied, whichever is longer.

This document together with the incorporated PPP Agreement, constitutes the entire Agreement pursuant to the BRIC Grant opportunity, and supersedes all prior understandings related to the subject grant application.

Any amendment must be in writing and signed by both parties.

This Agreement is solely for the benefit of the parties.

If any provision is held invalid, the remainder shall continue in effect.

This Agreement may be executed in counterparts.

All notices shall be in writing and delivered by certified mail or email to the addresses below.

Perquimans County:

Perquimans County
Attn: County Manager
P.O. Box 45
Hertford, NC, 27944

Albemarle Plantation Property Owners Association:

Albemarle Plantation
Attn: General Manager
642 Pasquotank Blvd
Hertford, NC 27944

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Perquimans County

By: _____

Name: _____

Title: County Manager / Authorized Official

Date: _____

Albemarle Plantation Property Owners Association

By: _____

Name: _____

Title: General Manager, APPOA

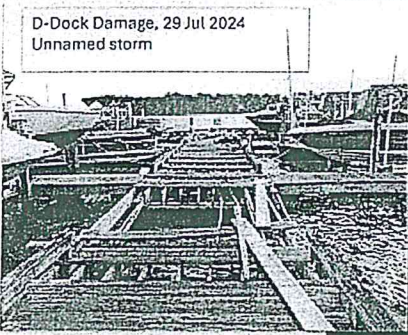
Date: _____

EXHIBIT 1

Problem

- 33+ years of stress is cumulative

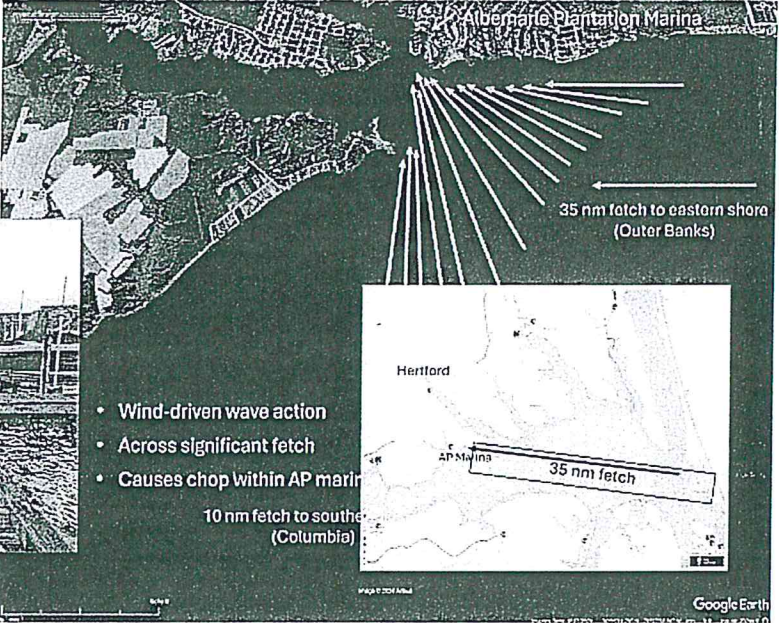
D-Dock Damage, 29 Jul 2024
Unnamed storm



- Wind-driven wave action
- Across significant fetch
- Causes chop within AP marina

10 nm fetch to southern shore (Columbia)

35 nm fetch to eastern shore (Outer Banks)



5/10/2025

WITHOUT EXPRESS PERMISSION FROM AP MARINA GOVERNOR

Google Earth

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PUBLIC-PRIVATE PARTNERSHIP AGREEMENT

This Public-Private Partnership Agreement (“Agreement”) is entered into as of _____, by and between **Perquimans County, North Carolina** (the “County”), a political subdivision of the State of North Carolina, and **Albemarle Plantation Property Owners Association**, a North Carolina nonprofit corporation (“APPOA”, the “POA” or “Private Party”).

Recitals

Notwithstanding the rights of both parties independently to pursue grant opportunities in their respective interests, the purpose of this Agreement is to set forth the terms and conditions that the parties agree will enable and guide future coordination and collaboration to pursue state and federal grant opportunities to their mutual benefit. The parties desire to collaborate on the pursuit and implementation of State and Federal grants (such as Federal Emergency Management Agency (FEMA) or other resilience funding) for improvements to protect critical community infrastructure. Both parties agree that neither party shall pursue or implement any grant application under this Agreement without the prior written authorization of both parties, as set forth in a Memorandum of Understanding (MOU) executed pursuant to Section 1.

1 Grant Application and Oversight Responsibilities

The County shall serve as the lead applicant and primary oversight manager and administrator for all applications for state and federal grants pursued under this Agreement. The POA shall provide support services to prepare and, where necessary, to perform obligations associated with the execution of mutually beneficial projects. The POA shall support the County to provide all necessary documentation, data, and support to facilitate applications and shall cooperate fully in grant administration, reporting, and compliance. Both parties shall jointly develop applications and any required Operations & Maintenance (O&M) Plan. The POA shall produce to the County, within a reasonable time, the records maintained under Section 5 herein or as otherwise required in the grant agreement.

The intent of this Agreement is to set the stage for future mutually beneficial collaboration to pursue state and federal funding opportunities. It is understood and agreed by both parties that the County will serve as the lead oversight role pursuant to any proposal prepared under this Agreement and that the County and the POA will negotiate mutually agreeable roles and responsibilities, and the County will be reimbursed for any costs it incurs in that oversight role.

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Both parties agree to pursue relevant collaborative grant opportunities and, when identified, to prepare and execute an MOU that incorporates this Agreement by reference and sets forth the specifics of the opportunity.

2 Financial Terms and Cost Share

Grant funds shall be used exclusively for eligible project costs and shall be administered and disbursed by the County in accordance with the terms of the grant. For grant opportunities identified by the POA and pursued under this Agreement, the POA shall be responsible for obtaining any required local match or cost share funding not covered by the subject grant, in the amount as specified in the grant award. Such required local match or cost share may be obtained by the POA through other means, such as through private financing, or through other legal means, or a combination of any of the foregoing.

All reasonable costs anticipated by the County for management and administration of the grant (including staff time, application preparation, compliance, reporting, and project oversight) shall be incorporated into the grant proposal as eligible management and administrative costs and shall be reimbursed from grant funds actually received. In accordance with established applicable regulations, the County shall have no financial obligation beyond managing and administering grant funds actually received and shall incur no unreimbursed costs in connection with its participation in or management and administration of this Partnership.

3 Public Benefit and Access Commitment

Grant opportunities to be pursued under this Agreement are intended to inure principally to the public benefit of all residents of Perquimans County.

3.1 Roles and Responsibilities in Execution of Grants.

3.1.1 Roles.

In any proposal where the focus of a grant improves POA-owned property or assets, the POA shall ensure that the project provides measurable public benefits consistent with grant requirements, including emergency access, storm protection benefits, and reasonable public use opportunities.

3.1.2 Responsibilities.

The specific roles and responsibilities that may be incorporated into any proposal application pursuant to this Agreement shall explicitly address the fact that the County shall maintain its role as the management, oversight and administrative lead in grants awarded under this Agreement. The POA shall serve in a support role to the County to propose and execute the project.

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4 Ownership, Maintenance, and Operations

4.1 Privately owned property.

No grant proposal produced or pursued under this Agreement shall presume to convey or grant to the County any ownership interest in any property owned by the POA.

4.2 Operation, repair and maintenance.

The parties agree to negotiate in good faith when it is necessary for either party to assume responsibility for operation, repair, and maintenance of grant-funded structures and improvements for the useful life of the project, as documented in the O&M Plan submitted with the grant application.

4.3 Material change requires County and FEMA approval.

Any grant-funded structure or improvement shall be constructed and initially operated solely for its approved purpose as specified in the grant proposal. Any material change in use, transfer, or disposal of the grant-funded assets requires prior written approval from the County and the granting agency..

4.4 Future improvements.

The POA retains the right to independently explore, plan, and pursue enhancements or additions to POA-owned property using its own funding sources. These activities must not interfere with the approved function or maintenance of the grant-funded project and must comply with all applicable permits and regulations. The POA will provide the County with reasonable advance notice of any such planned enhancements.

Any future modifications to publicly funded structures must not impair the public purpose or grant compliance of the project. Future modifications or additions to POA assets will be treated as separate, independent projects and will be subject to all permitting and regulatory requirements in effect at that time.

5 Compliance with Federal, State, and Local Requirements

The POA shall comply with all applicable Federal (including 2 C.F.R. Part 200 and conditions required by the granting agency), State of North Carolina, and local laws, regulations, and grant terms. Both parties shall maintain records for audit purposes as required.

The parties acknowledge that County records produced or used in conjunction with any proposal application under this Agreement may be subject to disclosure under North Carolina public records laws. All procurement and contracting activities undertaken by the POA pursuant to this Agreement or a grant awarded under this Agreement shall comply with all applicable federal and state procurement requirements and grant requirements.

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6 Insurance, Liability, and Indemnification

As required and mutually agreed by the parties prior to submission of a grant proposal, the POA shall arrange and maintain commercial general liability insurance with limits mutually agreed. Such coverage may encompass minimum liability limits, flood damage coverage, builder's risk during construction, workers' compensation and provision for the County to be named as an additional insured party. Certificates of insurance and annual certificates may be required by the County for any given project proposed under this Agreement. The POA shall indemnify, defend, and hold harmless the County, its officers, and employees from any claims, damages, or liabilities arising from the POA's ownership, operation, or maintenance of its property proposed as part of a grant application, except to the extent caused by the County's gross negligence or willful misconduct. The County shall not be subject to specific performance or injunctive relief for claims that may arise pertaining to any publicly funded structure for which the POA assumes or is assigned any "insurable interest" under this Agreement.

For any proposal prepared pursuant to this Agreement, good faith effort shall be given to limiting liability for all parties arising from dredging, shoreline work, fuel systems, or other potentially hazardous efforts that may be proposed pursuant to this Agreement.

7 Term, Termination, Default, and Remedies

7.1 Term.

This Agreement shall commence on the date first written above and shall continue for the useful life of the grant-funded improvements or until all grant obligations are satisfied, whichever is longer.

7.2 Termination and Default.

The County may suspend or terminate its participation in this Agreement at any time upon written notice if the County determines, in its sole discretion, that continued participation presents unacceptable financial, legal, regulatory, reputational, or administrative risk as determined by the County Manager.

Either party may terminate this Agreement for a material breach by the other party upon thirty (30) days' written notice if the breach is not cured within such thirty-day period. Upon termination or default, the POA shall remain responsible for all ongoing maintenance, compliance, and grant-related obligations. Remedies shall include specific performance, damages, or any other remedies available at law or in equity.

7.3 Dispute Resolution.

If either party believes the other has committed a material breach, the complaining party shall provide written notice describing the alleged breach with reasonable specificity. The

FINAL

parties shall first attempt to resolve the dispute through good-faith negotiations within thirty (30) days after receipt of such notice. If the dispute is not resolved by negotiation, either party may initiate mediation administered by a mutually agreed mediator or, if none can be agreed upon, by a mediator appointed in accordance with the North Carolina Rules for Mediated Settlement Conferences. If mediation fails to resolve the dispute within sixty (60) days after initiation, either party may pursue any remedies available at law or in equity in the appropriate court in Perquimans County, North Carolina.

8 Miscellaneous Provisions

8.1 Governing Law.

This Agreement shall be governed by the laws of the State of North Carolina. Nothing in this Agreement shall be construed to waive the County's customary governmental immunity or any other immunity, defense, or limitation of liability available under North Carolina law.

8.2 Entire Agreement.

This document constitutes the entire Agreement and supersedes all prior understandings related to the subject grant application.

8.3 Amendments.

Any amendment must be in writing and signed by both parties.

8.4 No Third-Party Beneficiaries.

This Agreement is solely for the benefit of the parties.

8.5 Severability.

If any provision is held invalid, the remainder shall continue in full force and effect.

8.6 Counterparts.

This Agreement may be executed in counterparts.

8.7 Notices.

All notices shall be in writing and delivered by certified mail or email to the addresses below.

Perquimans County:

Perquimans County
Attn: County Manager
P.O. Box 45
Hertford, NC, 27944

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Albemarle Plantation Property Owners Association:

Albemarle Plantation
Attn: General Manager
642 Pasquotank Blvd
Hertford, NC 27944

This instrument has been pre-audited in the manner required by the Local Government Budget and Fiscal Control Act.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first above written.

Perquimans County

By: _____

Name: _____

Title: County Manager / Authorized Official

Date: _____

Albemarle Plantation Property Owners Association

By: _____

Name: _____

Title: General Manager, APPOA

Date: _____