
REGULAR MEETING

August 4, 2014

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, August 4, 2014, 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 Chairman
Benjamin Hobbs Kyle Jones
Matthew Peeler

MEMBERS ABSENT: Tammy Miller-White

OTHERS PRESENT: Frank Heath, County Manager Mary Hunnicutt, Clerk to the Board
Will Crowe, County Attorney

After the Chair called the meeting to order, she asked Commissioner Muzzulin to give the invocation and she then led in the Pledge of Allegiance.

AGENDA

The Agenda, as amended, was unanimously approved on motion made by Benjamin C. Hobbs, seconded by Edward R. Muzzulin.

CONSENT AGENDA

The following items were considered to be routine and were unanimously approved on motion made by Kyle Jones, seconded by Edward R. Muzzulin.

1. **Approval of Minutes:** July 7, 2014 Regular Meeting
2. **Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Richard Copeland	Water Supervisor	Promotion	74/13	\$61,231	8/1/2014
Sabrina Patrick	IMC II	Reclassification	61/4	\$27,748	8/1/2014
Nettie Gordon	Part-Time Secretary – Senior Center	Appointment	56/1	\$9.95/hour	8/1/214
Rebecca Waterfield	Tax Clerk – Collections	Appointment	58/4	\$24,316	8/1/14
Carolyn Lewis	IMC II	Appointment	63/1	\$28,154	8/1/14
Sydni Baker	Deputy Director of Elections	Appointment	64/3	\$30,892	8/11/14
Sydni Baker	Director of Elections	Appointment	64/3	\$30,892	9/1/14

3. **Step & Merit Increases:**

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Sonia Davenport	EMT-I	66/6	36,309	8/1/2014
Ida Harris	EMT-I	66/10	40,030	8/1/2014
Kiera Hinton	Office Assistant III	57/3	22,701	8/1/2014
Laverne Woodard	Telecommunicator	60/8	29,277	8/1/2014

4. **Board Appointments:**

- **County Attorney:** Hackney High has agreed to remain as County Attorney for another 2-year term effective 9/1/2014.
- **Economic Improvement Council:** Tammy Miller-White has agreed to remain on the Economic Improvement Council for another 3-year term effective 9/1/2014.
- **Social Services Board:** The Social Services Commission appointed Dianne Layden for a 3-year term effective 7/1/2014. She replaced Shirley Manley instead of Mr. Preston White.

5. **Budget Amendment:**

**BUDGET AMENDMENT NO. 2
WATER FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-720-060	Group Insurance		6,425
35-720-061	Retirees Hospitalization	6,425	
EXPLANATION: To budget for retiree (Russ Chappell) hospitalization insurance for FY 2014-15.			

**BUDGET AMENDMENT NO. 3
REVALUATION RESERVE FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
70-680-450	Revaluation Reserve - Contracted Services		3,000
70-680-320	Revaluation Reserve - Inventory Item	3,000	
EXPLANATION: To move funds from Revaluation Reserve Contracted Services to Revaluation Reserve Inventory line to cover computer/printer costs.			

INTRODUCTION OF NEW EMPLOYEES/STAFF

The following employees/staff will be introduced to the Board:

- **Librarian:** Bill Ross, Local Library Board, introduced Anita Bennett to the Board. Ms. Bennett said that she was looking forward to working with the Board.
- **Deputy Director of Elections:** Chuck White, Board of Elections Chair, introduced Sydni Baker to the Board. Ms. Baker thanked the Board for the opportunity to work for the County and was looking forward to working with the Board.

MURIEL HARMON

Ms. Harmon was representing Citizens for the Preservation and Growth of Hertford. They got involved because of the S-Bridge issue. Ms. Harmon stated that it is a very important issue for all of Perquimans County not just the Town of Hertford. The Citizens for the Preservation and Growth of Hertford conducted a survey. During their survey, the County residents usually asked what the Board of County Commissioners think about this and what position are they taking. She wanted to know where their voice is. She thanked the four Commissioners who attended the July 14th meeting. This will affect all the County and Town residents. NCDOT is taking away one of our national treasures. How is this going to affect our historic preservation, our tax base, and the Town of Hertford? She hopes that within the month or so the Board will place it on their Work Session agenda and make a statement of how the Board feels about this situation. Chair Cole stated that many of the Board members have attended

many meetings about the S-Bridge. She hopes that there has not been any misconception in the public that the Board has not been watching the process and has not attended the meetings. Ms. Harmon said that she did not think so but the residents did want to know that the Board thought about it and that they want you to take a stand on the matter.

SARA WINSLOW

Ms. Winslow, also a member of Citizens for the Preservation of the Growth of Hertford, presented a copy of the petition that says “No to Alternate D-Mod” as a replacement for the Historic S-Bridge. The petition was provided to NCDOT and the Hertford Town Council at their meeting on July 14, 2014. She provided a breakdown of the 314 signatures on the petition: 68 were from N.Church/N. Front/Phelps Streets (21.65%); 226 were from other areas of Hertford, Winfall, and throughout Perquimans County (71.97%); and 20 were from out of the county (mostly fishermen - 6.36%). She asked the Board to review the petition and make a statement as to your position on this matter.

KEVIN JUSTICE, AIR METHODS

Kevin Justice, Business Development Manager of Air Methods, presented a PowerPoint presentation that further explained the following issues:

- Air Methods is the largest Med Flight carrier in the Country
- Their charges are in line with both Nightingale and Vidant Medical Transport (East Care)
- Their flight times should be within 5 to 10 minutes which is less than half the time we get with our current providers
- They will not only carry a patient to Norfolk Sentara or Greenville but to other Trauma Hospitals as requested
- Kevin has a good working relationship with both Nightingale and Vidant Medical Transport

Chair Cole asked about the travel times. Mr. Justice explained it further.

HOMERIA JENNETTE, TELECOMMUNICATIONS

Ms. Jennette presented her monthly report. She explained that all her staff has completed the In-Service Training and passed.

SUSAN CHANEY, SOCIAL SERVICES

Ms. Chaney updated the Board on NC FAST and presented a short monthly report.

COMMISSIONER’S CONCERNS/COMMITTEE REPORTS

Commissioner Peeler said that he had received several phone calls about the release of vicious dogs to families with small children. He feels that the Board needs to revisit that during the next Work Session. Chair Cole asked Mr. Heath to add that to the Work Session Agenda.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Boat Ramp Project:** County Manager Heath reported that the survey and preliminary design has been completed and he hopes to have a copy for the Board to review in the near future.
- **Parking Lot at Senior Center:** Mr. Heath said that he will be meeting with Mr. Emmert tomorrow to discuss the installation of the parking lot at the Senior Center. We hope to have it paved by the end of the month.
- **Recreation Parking Lot:** Mr. Heath said that he will also be looking at an additional parking lot for the Recreation Center.
- **Repeater Site for Bethel:** Mr. Heath stated that this project is moving along smoothly.

RESPONSE: NO-WAKE ZONE ON BETHEL CREEK

County Manager Heath explained that N.C. Wildlife has responded to our request to extend the No-Wake Zone on Bethel Creek. It will be considered at the N.C. Wildlife Resources Commission meeting on October 30, 2014. If approved in October, they will amend the current rule effective December 1, 2014. This is for information purposes only.

SINGLE-FAMILY REHAB DOCUMENTATION

County Manager Heath presented the Assistance Policy, the Procurement & Disbursement Policy, Budget Amendment No. 4, and the Capital Project Ordinance for the Single-Family Rehab Program for Board action. On motion made by Edward R. Muzzulin, seconded by Matthew Peeler, the Assistance Policy, Procurement & Disbursement Policy and the following Budget Amendment No. 4 and Capital Project Ordinance for the Single-Family Rehab Grant Program was unanimously approved by the Board:

**BUDGET AMENDMENT NO. 4
N.C. HOUSING FINANCE FUND**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
59-348-001	Single Family Rehab	170,000	
59-500-341	SFR - Rehabilitation	134,030	
59-500-342	Program Costs	35,970	
EXPLANATION: To budget Single Family Rehab #SFRLP1421 Funds.			

**PERQUIMANS COUNTY
CAPITAL PROJECTS ORDINANCE
FOR
NC HOUSING FINANCE AGENCY
SINGLE FAMILY REHABILITATION PROGRAM**

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning August 4, 2014, and ending June 30, 2015.

Rehabilitation	\$ 134,030
Program Costs	35,970
TOTAL CAPITAL RESERVE	\$ 170,000

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning August 4, 2014 and ending June 30, 2015.

Single Family Rehab	\$ 170,000
TOTAL CAPITAL PROJECTS FUND	\$ 170,000

Janice McKenzie Cole, Chair
Perquimans Co. Board of Commissioners

COUNTY COOPERATIVE AGREEMENT WITH N.C. FOREST SERVICE

On motion made by Benjamin C. Hobbs, seconded by Matthew Peeler, the Board unanimously approved the County Cooperative Agreement with Division of Forest Resources for FY 2014-2015 and authorized the Chairman and County Staff to sign the Agreement. The costs will be \$138,577 being divided between the State at \$90,075 (65%) and the County at \$48,502 (35%).

2014 LEGISLATIVE REVIEW WEBINAR

Chair Cole asked if any of the Board members would like to view the two 2014 Legislative Review Webinars in September. Several of the commissioners were interested so the Chair asked County Manager Heath to purchase the webinars so that they can be viewed by others at a later date.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:45 p.m. on motion made by Edward R. Muzzulin, seconded by Matthew Peeler.

Janice McKenzie Cole, Chair

Clerk to the Board
