

1. Update all required elements of the Perquimans County CAMA Land Use Plan as indicated in the memorandum of required revisions submitted by DCM prior to initial review,
2. Coordinate a review meeting with NC DCM to address further concerns.
3. Revise as required per DCM comments.
4. Submit revised plan for review by staff/planning board (secure recommendations from PB) (Attended by HCP)
5. Public Hearing for adoption. (Attended by HCP)
6. Submit to Coastal Resources Commission for Certification. (Attended by County)

**Attachment B  
Hourly Rates  
Perquimans County  
Comprehensive Land Use Plan  
Health & Wellness Addendum**

Staff Position	Hourly Rate
T. Dale Holland, AICP Principal Planner/Project Manager	\$150.00
Landin Holland, AICP, MPA, CZO Senior Planner	\$95.00
Wes MacLeod, ASLA Urban Designer & Planner	\$85.00
Administrative/Clerical Services	\$55.00

Contract not to exceed \$10,000.00

**AGENT AUTHORIZATION FORM – CAMA PERMIT APPLICATION**

On motion made by Benjamin C. Hobbs, seconded by Edward R. Muzzulin, the Board unanimously authorized the Chair to sign the following Agent Authorization Form – CAMA Permit Application:

**N.C. DIVISION OF COASTAL MANAGEMENT  
AGENT AUTHORIZATION FORM**

Date October 6, 2014

Name of Property Owner Applying for Permit:

Perquimans County

Mailing Address:

P.O. Box 45

Hertford, NC 27944

I certify that I have authorized (agent) Wildlife Resources Commission to act on my behalf, for the purpose of applying for and obtaining all CAMA Permits necessary to install or construct (activity) Boat Ramp, at (my property located at) Granby Street, Hertford, NC 27944.

This certification is valid thru (date) March 1, 2016.

Property Owner Signature \_\_\_\_\_ Date 10/6/2014

**PUBLIC COMMENTS**

- Bob Bastek stated to the Board that they needed to walk carefully when working with the Navy since they did not work very well with the County regarding the wind farm solely for this radar. County Manager Heath stated that there was a requirement that 50% of the entities within the proposed study area have to agree to participate. That is why the counties are working together to not to participate but there are Virginia jurisdictions that are included that may carry some weight.
- Richard Parr asked if pigs and chickens are included on this Animal Control Board. Chair Cole said that she does not know how it reads but they will have to check with Sheriff Tilley. Mary Hunnicutt, Clerk to the Board, wanted clarification on whether or not he was talking about Animal Control Board or Minimum Housing Ordinance. She was told both.

**ADJOURNMENT**

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:53 p.m. on motion made by Matthew Peeler.

\_\_\_\_\_  
Janice McKenzie Cole, Chair

Clerk to the Board

\*\*\*\*\*  
**REGULAR MEETING**  
November 3, 2014  
6:55 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, November 3, 2014, at 6:40 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 Tammy Miller-White

MEMBERS ABSENT: None

OTHERS PRESENT: Frank Heath, County Manager Mary Hunnicutt, Clerk to the Board  
Hackney High, County Attorney

After the Chair called the meeting to order, Commissioner Hobbs led in prayer and the Chair led the Pledge of Allegiance. Ms. Cole said that the first item of business was to hold a public hearing.

**PUBLIC HEARING**

**Administrative Text Amendment No. TXT-14-01**

Chair Cole opened the Public Hearing stating that the purpose of the public hearing was to receive citizens' comments to consider Administrative Text Amendment No. TXT-14-01, to amend the Zoning Ordinance to comply with NCGS 153A-345.1 and 160A-388, Board of Adjustment regarding Variances and Special and Conditional Use Permits, Appeals of Decisions of Administrative Officials, and Voting, Board Procedures and Judicial Review. There were thirteen (13) people present. Donna Godfrey, County Planner, and Hackney High, County Attorney, had not arrived yet so the Chair asked County Manager Heath to provide an overview of the amendments. Mr. Heath said that, because the County has a Variance Request to the Zoning Regulations to come before the Board of Adjustment soon, the Planning Staff wanted to make sure that the County Ordinance was in line with the State Laws. There were some changes to the appeal process, the voting, Board of Adjustment procedures, and judicial review. There have been several drafts reviewed by County Attorney High and County Planner Godfrey. Ms. Godfrey will be here later in the meeting to explain this further. Commissioner Hobbs asked if there was a final report. Mr. Heath said that Ms. Godfrey was still making some changes prior to the meeting. Mr. Heath further stated that he did not think that they would have anything to vote on tonight. Chair Cole asked if anyone would like to speak or ask any questions. Since no one had any questions or comments, Chair Cole closed the Public Hearing and proceeded with the Regular Meeting at 7:00 p.m.

**AGENDA**

Mary Hunnicutt, Clerk to the Board, informed the Chair that Mr. Chappell and Ms. Jennette would not be available to introduce their employees. The Agenda, as amended, was unanimously approved on motion made by Tammy Miller-White, seconded by Edward R. Muzzulin.

**CONSENT AGENDA**

The following items were considered to be routine and were unanimously approved on motion made by Benjamin C. Hobbs, seconded by Tammy Miller-White.

1. **Approval of Minutes:** October 6, 2014 Regular Meeting
2. **Tax Release Approvals:**

**PERQUIMANS COUNTY TAX RELEASES:**

<b>Kutchenriter, Carol Jean</b> -----	<b>\$218.35</b>
Vehicle is located outside city limits; Abstract #00230 10988	
<b>Martin, Richard C.</b> -----	<b>\$177.39</b>
Boat was listed and paid in Tyrrell County; Account No. 257861	

3. **Personnel Matters:**

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Hannah Spear	Part-Time Animal Control Officer	Resignation			10/10/14
Sharon Ward	Finance Office	Retirement			2/1/15
Cheryl Green	Fill-In Telecommunicator	Resignation			10/31/14

4. **Step & Merit Increases:**

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Gwen Hudson	IMC III (Adult Med. Lead Worker)	65/4	33,091	11/1/14
Pamela Midgett	IMC II	63/2	28,859	11/1/14
Michael Sawyer	IMC II - Food & Nutrition	63/2	28,859	11/1/14
Yolanda White	Social Worker III	69/3	38,499	11/1/14
Glenn Cunningham	Assistant Building Inspector	67/6	37,940	11/1/14
Brenda Jackson	Buildings & Grounds	54/6	10.29/hour	11/1/14
James Fowden	Deputy Sheriff (Certified)	65/2	31,515	11/1/14

5. **Board Appointments:**

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Johnny Corprew	Board of Adjustments (Alternate)	Resignation		10/13/14
Steve Magaro	Northeast Workforce Development Board	Resignation		10/13/14

5. **Budget Amendments:**

**BUDGET AMENDMENT NO. 9  
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-018	Mentoring Focus (Local)	2,500	
10-672-570	Mentoring Local Funds	2,500	
<b>EXPLANATION:</b> Increase in Local Funds for FY 2014-15 received from Albemarle EMC, which can only be used for food, provisions, supplies or educational field trips.			

6. **Congratulatory Letter to Eagle Scout:** The Board authorized the Chair to sign the following congratulatory letter to Lawrence Gutmann, Eagle Scout:

November 3, 2014

Eagle Scout Lawrence Gutmann  
110 Mill Drive  
Edenton, NC 27932

**RE: ACHIEVEMENT: RANK OF EAGLE SCOUT  
BOY SCOUTS OF AMERICA**

Dear Eagle Scout Gutmann:

We have been made aware of your recent completion of the multiple requirements for the ultimate level of achievement in the Boy Scouts of America – The Rank of Eagle Scout. This means that you have been recognized as a Leader in your Troop; as well as in your Church, School and Community. We are told that you have also earned a minimum of 21 Merit Badges while exhibiting, on a daily basis, the Principles of the Scouting Oath and Law.

The Perquimans County Board of Commissioners recognizes your hard work and the dedication you have shown in obtaining this honored Rank. We commend you for this achievement and encourage you to continue your dedicated service for your Church and Community in the years to come. We, as elected officials of Perquimans County, look forward to watching your leadership skills develop as you utilize your talents and knowledge acquired from earning the twenty-one Merit Badges toward obtaining the Distinguished Rank of Eagle Scout in the Boy Scouts of America.

Sincerely yours,

Janice McKenzie Cole, Chair  
Perquimans County Board of Commissioners

PRESENTATIONS

Due to illness, there were no presentations of employees tonight.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report. In August, Mr. Jennings introduced the staff of Pearson Appraisal with Kathy Lane as Project Manager. The next day, Ms. Lane called him and said that she had taken the Tax Administrator position in Gates County. Mr. Jennings talked with Mr. Bob Pearson who said that he would take over as Project Manager. Mr. Pearson was unable to be here tonight for him to introduce him to the Board.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Chair Cole asked if there were any Commissioner's Concerns or Committee Reports. The following reports were made:

- **Commissioner Miller-White:** Ms. Miller-White thanked Mr. Heath for including the update from Albemarle RC&D in the For Information Only section of the Agenda Packet.
- **Chair Cole:** Ms. Cole said that she had also included the Persons Served and Value of Services By County Report for mental health services in the For Information Only section of the Agenda Packet.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Ebola Update:** Mr. Heath reported that he had met with EMS and Emergency Management Coordinator who informed him that the State of North Carolina have established protocols for employees to follow to prevent the spread of Ebola in North Carolina. These measures have been forwarded to County staff that may be involved.
- **Clearing & Snagging – Little River:** Dwane Hinson has, on behalf of Pasquotank and Perquimans Counties, applied for \$75,000 grant funding for clearing and snagging of Little River.
- **Senior Center and Recreation Parking Lots:** Mr. Heath reported that the parking lot at the Senior Center has been paved along with additional sidewalks and shuffleboard court and the parking lot at the Rec Center has been graveled.
- **Manley Well Site:** The test results from the Manley Well Site Project came back very good so the County will need to move forward with the purchase of that property.

MINIMUM HOUSING STANDARDS ORDINANCE

Chair Cole recognized Hackney High, County Attorney, who informed the Board the he had received some information through some inquires that Commissioner Peeler had made from the School of Government that has caused him to step back from the draft that was presented and voted on last month. Under the normal course of procedure, if we had not received this information, a second vote would have been taken tonight and could possibly pass. He is recommending that we table this vote until he receives additional information from someone from the School of Government. In light of this information, Kyle Jones made a motion to table action on the proposed Minimum Housing Standards Ordinance. Edward R. Muzzulin seconded the motion which was unanimously approved by the Board. Mary Hunnicutt, Clerk to the Board, informed the Chair that Frank Tyner had signed up to speak on this matter. Chair Cole said that he would be eligible to speak later in the meeting under Public Comments.

APPOINTMENT: ADULT CARE HOME ADVISORY COMMITTEE

Since no one had a recommendation for this appointment to replace Hattie Sharpe, the matter was tabled until we had a recommendation.

PLANNING BOARD ITEMS

Donna Godfrey, County Planner, presented the following items for Board action:

**Administrative Text Amendment No. TXT-14-01:** A Public Hearing was held earlier in the meeting to receive citizens' comments to consider Administrative Text Amendment No. TXT-14-01, to amend the Zoning Ordinance to comply with NCGS 153A-345.1 and 160A-388, Board of Adjustment regarding Variances and Special and Conditional Use Permits, Appeals of Decisions of Administrative Officials, and Voting, Board Procedures and Judicial Review. Chair Cole recognized Donna Godfrey, County Planner, who apologized for being late and missing the Public Hearing. Ms. Godfrey distributed replacement pages to the Amendment that Mr. High had given to her. Commissioner Peeler said that he did not feel comfortable reading this material 30 seconds before voting on this. Chair Cole said that a motion had not been made as of yet. Ms. Godfrey explained that these changes are being made for the sole purpose of updating and modifying the County's regulations pertaining to the procedural and operational requirements of the Board of Adjustment. In our attempt to make changes to comply with the new State Law and trying to fit the State Law into our existing format, Ms. Godfrey did take some liberty in chopping up some of the State Law. She and Mr. High had a couple of concerns regarding procedures but she feels that they have pretty well ironed those concerns out. After Ms. Godfrey began to give further instructions, Chair Cole asked her to please list what changes were given to them prior to tonight's hand out and then explain the changes she just handed out. Ms. Godfrey listed the following changes which was included on Page III.A.3 in the Agenda Packet:

- A. Determinations by Zoning Administrators
  - (1) Decisions that may be appealed to the BOA;
  - (2) Written notice for a final, binding determination; and
  - (3) Constructive Notice may be provided by applicant.
- B. Hearings
  - (4) Mailed and posted notice for hearings for Q-J matters;
  - (5) Chair or clerk may administer oaths for witnesses; and
  - (6) Chair rules on requests for/objections to subpoenas, with appeals possible to full board.
- C. Appeals
  - (7) Appeals filed to BOA within 30 days from receipt of final, binding determinations;
  - (8) Create and designate specialized boards to hear technical appeals;
  - (9) Appeals may be made to BOA from other development regulations;
  - (10) Appeals to BOA are filed with co. clerk and must state grounds;
  - (11) Zoning Administrator gives copies of documents and exhibits to BOA, appellant and land owner;
  - (12) Expedite appeal hearing if request for stay is denied;
  - (13) Appellant may request stay of final decision pending resolution;
  - (14) Official who made determination must appear as witness at hearing;
  - (15) BOA continue hearing if new issues are presented;
  - (16) Special procedures for appeals from historic commission's COA decision;
  - (17) Standards and procedures for mediation and dispute resolution.
- D. Variances
  - (18) Revise variance standards to remove "practical difficulty" and add specified showings required to establish "unnecessary hardship;"
  - (19) Add provisions for variances from other development regulations.
- E. Decisions
  - (20) BOA 4/5 majority rule applies to variances only;
  - (21) Written decisions on Q-J matters that reflect determination of contested facts and standards in ordinance, signed by chair, filed with clerk, delivered to applicant, landowner and other party submitting written request for decision.
- F. Miscellaneous
  - (22) Counties amend references to G.S. 153A-345 to reference 160A-388 and/or 153A-345.1 instead.

While going over these changes, the following questions were asked:

- **Chair Cole:** With regard to item (C.10), are we saying that the County Clerk is the designee because, under our arrangement it would be the clerk or county manager designee. This was Ms. Godfrey's wording but Mr. High and the State does not agree and that is changed in the documents she distributed tonight.

Ms. Godfrey said that she had produced four drafts. She presented it to the Planning Board on October 14<sup>th</sup> and they recommended approval of the draft presented to them subject to additional changes by County staff in response to information received on outstanding questions and subject to such changes being made for the purpose of complying with the new State Law. Accordingly, if additional changes are made by the County staff, paper copies of the revised Draft Ordinance would be made available at tonight's meeting. She is asking that the Board of Commissioners take the same leap of faith and approve it pending County staff's completion of the Ordinance correcting these sticky points and work on that language. Commissioner Hobbs asked if there was any emergency. Ms. Godfrey said that they have an applicant that is working against the weather so we do need to get an answer soon. Chair Cole asked Ms. Godfrey to review the changes she distributed tonight as she called out the exhibits:

- Exhibit A – no changes
- Exhibit B – change on page 11 of III.A. – remove “also stated in Section”.
- Exhibit C – change Section 306 (1) on page 15 of III.A. to read: “Any person who has standing under N.C.G.S. 160A-393(d) or the County or the Board of County Commissioners may appeal a decision to the Board of Adjustment. An appeal is taken by filing a notice of appeal with the County Clerk”.
- Exhibit D – no changes
- Exhibit E – change Section 902 on page 22 of III.A. to read: “N.C.G.S. 153A”. She is still researching this problem.
- Exhibit F – change Section 1601 on page 23 of III.A. by striking the words, “by filing” (questioned by Commissioner Peeler). Ms. Godfrey also talked about a discrepancy within the amendment of 30 days and 90 days. She said that would be one of those problems that the Board would have to allow her to correct. Chair Cole said that she had a copy of N.C.G.S. 160A-388(b1)(3) and it states 30 days. County Manager Heath said that Section 306 states 90 days. The Board, Ms. Godfrey, and County Attorney High discussed the difference between quasi judicial and legislative appeals. Mr. High feels that the 90 days here needs to stand.

Chair Cole said that, if the Board of Adjustment meeting is going to be time sensitive, maybe the Board would need to hold a Special Called Meeting at our Regular Work Session on November 17<sup>th</sup> to approve this. She asked County Attorney High if that would require another public hearing. Mr. High said that it would not and that he preferred the Board to that for several reasons. One, the Board needed more time to review the information distributed tonight and; two, Ms. Godfrey brought up a question right before the meeting tonight that was a concern of Mr. High regarding the fact that, if we do not have this in place and the Board of Adjustment makes a decision and that decision is appealed, this would give the individual an argument stating that we did not follow the new State Law at the time of the hearing. Chair Cole said that, in Exhibit D under section 412(b)(3), she feels that may need to be a separate (c). She asked Ms. Godfrey and Mr. High to look at that and make whatever correction may be needed. On motion made by Matthew Peeler, seconded by Edward R. Muzzulin, the Board unanimously approved to table the matter until their Special Called Meeting on November 17<sup>th</sup>.

**TERMINATION OF LEASE AGREEMENT – LFM PROPERTIES (CHILD SUPPORT OFFICE SPACE – OCTOBER 2014)**

County Manager Heath explained the County currently has a lease agreement with LFM Properties for space for our Child Support Services Office. County Manager Heath has been notified by Mike Cox, Attorney for Pasquotank County, that the landlord has agreed to enter into a direct lease with Young and Williams and to terminate the existing lease with the counties. Therefore, he is asking each board that entered into this Lease Agreement to terminate the lease effective September 30, 2014. On motion made by Edward R. Muzzulin, seconded by Matthew Peeler, the Board unanimously approved the following termination of lease agreement for the Child Support Office Space effective September 30, 2014:

STATE OF NORTH CAROLINA

**TERMINATION OF LEASE AGREEMENT**

COUNTY OF PASQUOTANK

THIS TERMINATION OF LEASE AGREEMENT (“Lease”), made and entered into as of the last date set forth in the notary acknowledgements below, by and between **LFM PROPERTIES, LLC**, a North Carolina limited liability company, hereinafter referred to as LESSOR; and **CAMDEN COUNTY, GATES COUNTY, PASQUOTANK COUNTY and PERQUIMANS COUNTY**, bodies politic and corporate existing under the laws of the State of North Carolina, hereinafter referred to as LESSEE;

**WITNESSETH:**

THAT WHEREAS, the Lessor and Lessee entered into a lease beginning July 1, 2010 for 3,309 square feet of office space located at 401 S. Griffin Street, Elizabeth City, Pasquotank County;

WHEREAS, that lease was extended in 2011; and

WHEREAS, the Lessee was providing the space to Young and Williams to provide child support services to the Lessee; and

WHEREAS, it is more advantageous for Young and Williams to enter into a direct contract with the Lessor; and

WHEREAS, the Lessor and Lessee have agreed to terminate the lease entered into between the parties.

NOW, THEREFORE, in consideration of the promises and covenants contained in the terms and conditions hereinafter set forth, the parties agree as follows:

1. The lease entered into between the Lessor and Lessee effective July 1, 2010 and extended in 2011 is hereby terminated.
2. The Lessor agrees the Lessee shall have no further liability under the herein referenced lease agreement.
3. The termination is effective September 30, 2014.

IN TESTIMONY WHEREOF, this Termination of Lease has been executed by the parties hereto, in duplicate originals, as of the last date set forth in the notary acknowledgements below.

**LESSOR:**

LFM PROPERTIES, LLC,  
a North Carolina limited liability company

By: \_\_\_\_\_  
Lucien O. Morrisette, Managing Member

By: \_\_\_\_\_  
Frances M. Norrell, Managing Member

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public in and for \_\_\_\_\_ County, North Carolina, do hereby certify that Lucien O. Morrisette and Frances M. Norrell, Managing Members of LFM PROPERTIES, LLC, a North Carolina limited liability company, personally came before me this day and acknowledged the due execution of the foregoing instrument on behalf of the company.

IN WITNESS WHEREOF, I have hereunto set my hand and Notarial Seal this the \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_

My Commission Expires: \_\_\_\_\_

**LESSEE:**

**CAMDEN COUNTY**

By: \_\_\_\_\_  
Garry Meiggs, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Angela Wooten  
Clerk to the Board  
(SEAL)  
STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of the County and State aforesaid, certify that Angela Wooten, personally came before me this day and acknowledged that she is Clerk of the Camden County Board of Commissioners and that by authority duly given, the foregoing instrument was signed in its name by its Chairman, sealed with its seal and attested by her as its Clerk.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_

My commission expires:  
\_\_\_\_\_

(SEAL)

**GATES COUNTY**

By: \_\_\_\_\_  
Henry Jordan, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Melissa Lawrence  
Clerk to the Board  
(SEAL)  
STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of the County and State aforesaid, certify that Melissa Lawrence, personally came before me this day and acknowledged that she is Clerk of the Gates County Board of Commissioners and that by authority duly given, the foregoing instrument was signed in its name by its Chairman, sealed with its seal and attested by her as its Clerk.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_

My commission expires:  
\_\_\_\_\_

(SEAL)

**PASQUOTANK COUNTY**

By: \_\_\_\_\_  
Jeff Dixon, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Karen S. Jennings  
Clerk to the Board  
(SEAL)  
STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of the County and State aforesaid, certify that Karen S. Jennings, personally came before me this day and acknowledged that she is Clerk of the Pasquotank County Board of Commissioners and that by authority duly given, the foregoing instrument was signed in its name by its Chairman, sealed with its seal and attested by her as its Clerk.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_

My commission expires:  
\_\_\_\_\_

(SEAL)

**PERQUIMANS COUNTY**

By: \_\_\_\_\_  
Janice McKenzie Cole, Chairman  
Board of Commissioners

ATTEST:

\_\_\_\_\_  
Mary P. Hunnicutt  
Clerk to the Board  
(SEAL)  
STATE OF NORTH CAROLINA  
COUNTY OF \_\_\_\_\_

I, \_\_\_\_\_, a Notary Public of the County and State aforesaid, certify that Mary P. Hunnicutt, personally came before me this day and acknowledged that she is Clerk of the Perquimans County Board of Commissioners and that by authority duly given, the foregoing instrument was signed in its name by its Chairman, sealed with its seal and attested by her as its Clerk.

Witness my hand and notarial seal this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Notary Public  
Print Name: \_\_\_\_\_

My commission expires:  
\_\_\_\_\_

(SEAL)

## CHRISTMAS PARADE

County Manager Heath explained that the Hertford Christmas Parade is scheduled for Saturday, December 6, 2014, at 2:00 p.m. He asked if any of the Commissioners were interested in participating. There being none, Chair Cole proceeded with the meeting.

## PUBLIC COMMENTS

- Frank Tyner, Holiday Island resident, emphasized the urgency for the Board to adopt the Minimum Housing Standards Ordinance in order to provide an environment for people to live in. He provided copies of homes located near his home. He encouraged them to expand it from just landlord properties to all homes.
- Emerson Cullins, Snug Harbor resident, said the same thing applies to Snug Harbor that Mr. Tyner was talking about in Holiday Island. Mr. Cullins said that there are poor septic systems, unlicensed vehicles, etc.
- Chair Cole stated that some of the things that these individuals are referring to should not wait for the adoption of the Minimum Housing Standards Ordinance. Mr. Cullins said that Snug Harbor has tried to work with the Inspections Office and they made some progress but they still have a problem. The property is not inside Snug Harbor but outside in the County so Snug Harbor has no authority to act on it. Commissioner Miller-White states that this is a problem. Mr. Tyner said that there are a lot of health issues there too. Mr. Cullins mentioned about a piece of property on South Ocean Highway that has construction equipment and an old building that has no windows and should be demolished. He encourages the County to do something about these properties. Ms. Cole said that she did not think the Minimum Housing Standard Ordinance will solve these problems. Mr. Cullins said that it will not solve the problem but it is a step toward solving the problem. Mr. Tyner also said that farm animals are also a problem. County Attorney High asked if this was a problem that they dealt with earlier. Mr. Cullins said that Bill Polk, former Code Enforcement Officer, had worked with this property until he was threatened by a gun.
- Mr. Cullins also said that Snug Harbor has a very functioning protective covenant and bylaws and they are quite strictly enforced. It does make a difference within the confines of Snug Harbor but it the surrounding areas that are disappointing to residents.
- Chair Cole said that the Board will take their comments into consideration when they discuss this during their Work Session.

## ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:00 p.m. on motion made by Matthew Peeler, seconded by Edward R. Muzzulin.

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Janice McKenzie Cole, Chair

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Clerk to the Board