
REGULAR MEETING

November 2, 2015

6:50 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, November 2, 2015, at 6:50 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
 Kyle Jones Fondella Leigh
 Matthew Peeler

MEMBERS ABSENT: Wallace Nelson

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 Leigh gave the invocation and the Chair led the Pledge of Allegiance. Chair Cole said that the first item of business was to hold a public hearing.

PUBLIC HEARING

Proposed Schedules, Standards, and Rules to be Used in Appraisal for Perquimans County

Chair Cole opened the Public Hearing stating that the purpose of the public hearing was to receive citizens' comments on the proposed schedules, standards, and rules to be used in appraisal for Perquimans County which was submitted to the Board of County Commissioners on October 19th during their Work Session and were available for public inspection in the Tax Department, 107 N. Front St., Hertford, NC. Action on these proposed schedules, standards, and rules will be taken during a Special Called Meeting on November 16, 2015 at 7:00 p.m. There were twenty-three (23) people present. Chair Cole recognized Bill Jennings, Tax Administrator, who presented the information to the Board. Mr. Jennings said that, at this time, no one has come in to review these schedules nor have made comments about them. He talked with Mr. Pearson this afternoon who said that a concerned citizen had come to speak with him. He then introduced Bob Pearson of Pearson Appraisals who further explained the concern that this individual had. He said that the gentleman was concerned that, should a wind turbine be installed in Perquimans County, how would it affect the surrounding property values and how would Pearson Appraisal handle this situation. Mr. Pearson said that he did not know how it was going to impact it until they appear. Chair Cole wanted to clarify his response to the question about the wind turbines and how they will affect the property values. She asked that, per her understanding, they would not know how this would affect their property values until properties are sold in the areas that have the wind turbines. Mr. Pearson said that she understood correctly. Commissioner Peeler asked if there was any place that he could go to research this issue from another area to provide it to the Board. Mr. Pearson said that he could not speculate that information and that it would have to be a one-on-one situation and would try to do everything to treat everyone in these circumstances equally. There being no further questions or comments, Chair Cole closed the Public Hearing at 7:00 p.m.

AGENDA

County Manager Heath explained that Item IX.C.3. and IX.A. could be removed from the Agenda. On motion made by Matthew Peeler, seconded by Edward R. Muzzulin, the Board unanimously approved the Agenda as amended.

CONSENT AGENDA

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

1. **Approval of Minutes:** October 5, 2015 Regular Meeting & October 19, 2015 Special Called Meeting
2. **Tax Release Approvals:**

PERQUIMANS COUNTY TAX RELEASES:

German, Bryan & Sandra ----- \$119.68
 Reduced value due to condition of house. Account No. 538349.

TOWN OF WINFALL TAX RELEASES:

German, Bryan & Sandra ----- \$111.52
 Reduced value due to condition of house. Account No. 538349.

3. **Personnel Matter:**

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Keely Cartwright	Part-Time/Fill-In Telecommunicator	Appointment	60/1	\$11.86/hr.	11/2/2015

4. **Step/Merit Increase:**

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Michael Sawyer	IMC II - Food & Nutrition	63/3	29,562	11/1/15

5. **Board Appointments:**

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Simpson, Ernestine	Adult Care Home Advisory Committee	Reappointment	3 yrs.	12/1/2015

6. **Reduction of Register of Deeds' Salary:** Pursuant to G.S. 153A-92, the Board of County Commissioners should adopt a Resolution reducing the Register of Deeds' salary from \$43,298 (Grade 70/Step 6) to \$38,315 (Grade 70/Step 1) to become effective December 1, 2016. This action is taken in compliance with General Statute 153A-92 in reference to compensation of County officers in the General Election.

7. **Budget Amendments:**

**BUDGET AMENDMENT NO. 6
 GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services		10,940
10-610-454	Child/Daycare		10,940

EXPLANATION: To budget actual Daycare Funds to be received in FY 2015-16 as approved by the State.

**BUDGET AMENDMENT NO. 7
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-033	State Grants - Senior Medicare		500
10-615-146	SHIIP (Senior Health Insurance Information Program)		500
EXPLANATION: To budget exact amount (\$3,857) received SHIIP for FY 2015-16.			

DR. LANDON MASON, ECONOMIC IMPROVEMENT COUNCIL

Dr. Mason introduced himself as the Executive Director of the Economic Improvement Council (EIC). He thanked Perquimans County representatives, Tammy Miller-White and Fred Yates, who were present tonight. He distributed a brochure listing all the programs handled by the EIC and explained that the total funding provided for residents of Perquimans County was about \$900,000. He concluded his remarks by saying that he appreciated the support from the Perquimans County Board of Commissioners. Chair Cole thanked Dr. Mason for his report and for all that EIC does for Perquimans County residents.

LAURA MORELAND & JUSTIN ROBERSON, ATHLETIC DIRECTORS

Chair Cole recognized Laura Moreland and Justin Roberson. Justin Roberson, Assistant Athletic Director at the High School, spoke in support of the proposed Athletic Complex in front of the high school. He asked the Board to remember them and the need that they have for this complex and offered his help in support of this project. Laura Moreland, Assistant Principal and Assistant Athletic Director, also spoke in support of the proposed Athletic Complex. She also offered her help in support of this project. Chair Cole thanked them for coming but wanted to find out if they were aware that the County still had about fourteen years of debt at \$800,000 per year for the high school project. Ms. Moreland said that she did but understands that this may not be on the forefront but asked the Board not to forget about this opportunity and let them know that she would be willing to help in any way. Ms. Cole also explained that just about three weeks ago they were notified that the school system would be losing an additional \$148,000 state funds which would cost teacher positions. Chair Cole thanked them for their enthusiasm and their desire to support this project.

AUBREY OWNLEY, PERQUIMANS FARM BUREAU PRESIDENT

Aubrey Ownley, Perquimans Farm Bureau President, invited the Board for a public showing of a film entitled, FARMLAND, which shows the strong work ethic and the great heritage that makes farming communities so wonderful. They are co-sponsoring this with Cooperative Extension. This public showing will be held on January 5th and 7th at 6:30 p.m. at the Perquimans Extension Center at 601 A. South Edenton Road Street, Hertford, NC. If you wish to attend, you may contact Cooperative Extension at (252) 426-5428 to reserve your ticket. Seating is limited so it will be on a first-come/first-serve basis.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report and notified the Board that the revaluation is on target.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney updated the Board on her department. Commissioner Peeler thanked Ms. Chaney for their hard work and also expressed thanks to County Manager Heath for the hard work that all the departments do.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

Chair Cole asked if there were any Commissioner's Concerns or Committee Reports. There being none, the Chair proceeded with the meeting.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Library Project:** Mr. Heath explained that the surveys for the topos and utility locations have been completed. They have been turned into the architect so that they could finalize the site plan. This also has been completed and now they are beginning to work on the construction plan. We are planning a Public Hearing next month to request financing approval from Local Government Commission (LGC).

COMMISSIONER NELSON

Chair Cole said that, before they proceed with the meeting, she was asked by Commissioner Nelson to let the Board know that he was out of town on a work related matter and was not able to attend the meeting tonight.

MEMORANDUM OF UNDERSTANDING: STATE HEALTH PLAN

County Manager Heath explained that a law was passed by the General Assembly in the last session that would allow local governments to participate in the State Health Plan. At its meeting on October 27th, the Albemarle Group Health Board (AGH) recommended that the governing bodies of Perquimans, Pasquotank and Albemarle Regional Health Services enter into the State Health Plan. The Memorandum of Understanding between the County and the State would allow us to participate. Mr. Heath further explained the following advantages of the State Health Plan over our current Health Plan:

- Our current monthly premium for each employee is \$725. The premium for the State Health Plan would be \$448. A considerable saving per year.
- The basic coverage will be 70/30 with the option to buy up to 80/20 at about \$14 per month per employee if they are tobacco free, have a primary physician, and complete a health assessment.
- The State Health Plan is through Blue Cross/Blue Shield which would give a larger provider list for the employees.

This plan only provide medical and prescription coverage and does not cover retirees. Therefore, the County will have to find another company to offer the Medical and Dental coverage for retirees and the Dental coverage for our employees. Albemarle Group Health Board (AGH) has asked that they stay together as a group if, for some reason, the State Health Plan becomes less attractive in the future. County Attorney High has reviewed the Memorandum of Understanding and foresees no problem with its adoption. The effective date will be January 1, 2016. County Manager Heath recommends the adoption of the following Memorandum of Understanding:

MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding (MOU) is between Perquimans County, a Local Government Unit (Unit), and the North Carolina State Health Plan for Teachers and State Employees (Plan), a division of the Department of State Treasurer. The Unit and the Plan are each a separate "Party" and shall collectively be referred to as the "Parties."

Background

Session Law (SL) 2015-112, which became law June 24, 2015, allows local government units to participate in the State Health Plan for Teachers and State Employees subject to the following:

- The local government unit has less than 1,000 employees and dependents enrolled in health benefits at the time notice of participation is made to the Plan;
- Notice of participation is provided to the Plan at least ninety (90) days prior to date of entry with the Plan;
- The local government unit passes a valid resolution authorizing participation at least sixty (60) days prior to entry with the Plan;
- The local government unit enters into an MOU with the Plan at least sixty (60) days prior to entry with the Plan;
- Effective June 24, 2015, no additional local government units will be allowed to enroll in the State Health Plan once total enrollment of all local government units' participation reaches 10,000, pursuant to G.S. 135-48.47(c).

Pursuant to G.S. 135-48.47(b)(1)b., the Plan and the Unit enter into this Memorandum of Understanding (MOU) in order for the Unit to participate in the Plan.

The Parties agree as follows:

I. OBLIGATIONS:

1. Participation by the Unit in the State Health Plan will begin January 1, 2016. Participation is contingent on the total number of local government unit enrollees being less than 10,000 on the designated participation date.
2. Employees will have 30 days to enroll from the date they are set up in the enrollment system to enroll in health coverage.
3. Unit shall pay premiums for all covered employees and dependents directly to the Plan or its designee as billed and by the due date. Failure to pay premiums within sixty (60) days of due date will result in the Unit's termination from the Plan retroactive to the date for which premiums have not been received. See G.S. 135-48.44(a)(9).
4. The Unit is responsible for determining the eligibility of its employees and employee's dependents, but such eligibility shall be consistent with Part 4 of Article 3B of Chapter 135 of the North Carolina General Statutes. In addition, the Unit is responsible for determining what portion of the premium employees will pay to the Unit (i.e. employee contribution) and the Unit is responsible for collecting any such employee contributions.
5. The Unit shall not offer State Health Plan coverage to its retirees nor allow retirees to enroll in the State Health Plan.
6. The premiums for coverage and Plan options shall be the same as those offered to State employees and dependents on a fully contributory basis.
7. The Unit shall adhere to policies adopted by the Plan regarding administration of the Plan that affect and are applicable to the Unit's participation in the Plan.
8. Initial and continuing participation by the Unit in the State Health Plan is contingent on meeting the requirements for participation set forth in G.S.135-48.47 and compliance with applicable State Health Plan policies and procedures.

II. REPRESENTATION: Unit represents and warrants that it is a political subdivision of the State and qualifies as a "government" entity as that term is used under the Employee Retirement Income Security Act of 1974 (Pub. L. 93-406, 88 Stat. 829, enacted September 2, 1974, codified in part at 29 U.S.C. Chapter 18.) Unit shall notify the Plan within five (5) business days if its status as a government entity changes.

III. TERM and TERMINATION: This MOU is effective the date the last party signs, and shall remain in effect until terminated through the adoption of applicable legislation or by either Party upon sixty (60) days written notice to the other Party. The MOU must be in effect at least sixty (60) days prior to date of participation with the Plan. Termination of the MOU will result in dis-enrollment of participating members from the Plan and does not relieve the Unit's obligation to pay premiums for all periods of coverage with the Plan.

IV. AMENDMENTS: Upon mutual agreement, this MOU may be amended. Such agreement shall be in writing and be incorporated as an amendment to this MOU.

V. CONFLICT RESOLUTION: In the event of any inconsistency between North Carolina law and this MOU, the law shall prevail.

This Memorandum of Understanding has been executed by the Parties in duplicate originals, one (1) of which is to be retained by each Party.

North Carolina State Health Plan for Teachers and State Employees

By: Mona M. Moon
 Signature: _____
 Title: Executive Administrator
 Date: _____

Perquimans County

By: Frank Heath
 Signature: _____
 Title: County Manager
 Date: November 2, 2015

The motion to adopt the Memorandum of Understanding to participate in the State Health Plan was made by Kyle Jones and seconded by Edward R. Muzzulin. Commissioner Peeler asked if Mr. Heath had discussed this with the department heads and county staff. Mr. Heath said that, because of the time restraints, he has not been able to talk to them about it but Mr. Heath has looked at it from a manager's stand point and is recommending it for approval. Commissioner Muzzulin asked if there was a limit on pre-existing conditions. Mr. Heath said there was none. The motion was unanimously approved by the Board.

PERSONNEL MATTERS

County Manager Heath explained that there were several personnel matters which were received after the Agenda Packets were distributed that the Board would need to take action on. A motion to approve these personnel matters was made by Kyle Jones, seconded by Edward R. Muzzulin. Commissioner Peeler asked if these were included in the FY 2015-16 budget. Mr. Heath said that they were. The motion was unanimously approved to make the following appointments:

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Janice Thornton	IMC II – Adult Medicaid*	Appointment	61/4	\$27,748	11/1/2015
Lauretta Powell	IMC II – Adult Medicaid*	Appointment	61/4	\$27,748	11/1/2015

*Employee will be working toward IMC II for 12 months.

PLANNING BOARD ITEMS

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

Citizens Participation Plan Update: Donna Godfrey, Planner, explained that, as part of the CAMA Land Use Plan Update, the Board will need to adopt a Citizens Participation Plan. This plan was originally adopted in April, 2005. Because we have added the Town of Hertford and the Town of Winfall to our County Land Use Plan, she presented the following changes to that plan:

- 1) To update the membership of the Land Use Plan Committee (LUPC), to include the individuals who currently occupy the seats of the original LUPC members;
- 2) To acknowledge the numerous meetings held by Town and County staff and the Consultant for the purpose of responding to the State's comments, as well as the progress of these responses and the revisions made to the Draft Plans as discussed during the Planning Board's monthly meetings on a regular basis; and

- 3) To also add the upcoming adoption hearings of the Towns (both on November 9th) and the Board of County Commissioners (on November 16th) and the public meeting of the Land Use Plan Committee (on November 10th) to the schedule of Committee Work Sessions and Public Input Meetings (perhaps as "Phase III meetings).

On motion made by Edward R. Muzzulin, seconded by Kyle Jones, the following revised Citizens Participation Plan was adopted:

CITIZEN PARTICIPATION PLAN
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006
COUNTY OF PERQUIMANS, NORTH CAROLINA
PROJECT PERIOD:
JANUARY 2005 ~ DECEMBER 2015
 Citizen Participation Plan
 Approved by the Perquimans County Board of Commissioners:
 April 4, 2005; Amended November 2, 2015

The preparation of this document was financed in part through a grant by the North Carolina Coastal Management Program, through funds provided by the Coastal Zone Management Act of 1972, as amended, which is administered by the Office of Ocean and Coastal Resource Management, National Oceanic and Atmospheric Administration.

CITIZEN PARTICIPATION PLAN
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE
2005-2006

1. Introduction

Land use planning is one of the ways a community looks into the future to determine what it wants to be and what it wants to look like. The land use plan will look ahead to the next several years. It will be updated every five to six years. One of the key elements of the plan is citizen participation. This ensures that the plan is truly designed by the community for the community.

A land use plan can describe how a community desires to develop physically, economically, and socially. The plan functions much like a road map, conveying to community leaders citizens' plans and hopes for the future of the community.

According to 15 A NCAC Subchapter 7L, local governments receiving Department of Environment and Natural Resources (DENR) funding for Coastal Area Management Act (CAMA) land use plan preparation, shall develop and implement a citizen participation plan. Local governments shall employ a variety of educational efforts and participation techniques to assure that all socioeconomic segments of the community and non-resident property owners have opportunities to participate during CAMA land use plan development. Examples are surveys or questionnaires, informational brochures or materials, community outreach, and public information meetings.

Prior to the start of CAMA land use plan development, the local governing board shall develop and adopt a citizen participation plan. Interested citizens shall have an opportunity to participate in the development of the CAMA land use plan through oral and written comments as provided for in the citizen participation plan. Copies of informational CAMA land use plan materials shall be provided at all meetings of the lead planning group. The citizen participation plan shall be available to the public throughout the planning process.

To be effective and truly citizen driven, the CAMA land use plan process must include a variety of educational efforts and participation techniques to assure that all segments of the community have a full and adequate opportunity to participate in all stages of plan development. It is therefore the responsibility of Perquimans County to involve, inform, and educate a broad cross-section of the populace. It is the intent of the County to have a continuous public participation process that achieves these purposes.

Perquimans County recognizes the importance of providing citizens with opportunities to participate in the planning process. The County also recognizes that citizen participation and citizen education must be made available on a continuing basis. During and after the CAMA land use plan update project, the County would like to educate citizens with respect to the importance of land use planning and its effect on their quality of life; listen to citizens concerning issues important to them; create opportunities to collaborate with citizens to achieve community consensus; and, create a base of citizen support for implementing the land use plan update.

The following elements describe steps to be taken to provide information to the public and to encourage citizen involvement. The County will rely primarily on public meeting opportunities, informational materials, the County website (www.co.perquimans.nc.us), a questionnaire (**ATTACHMENT 1**), and the news media to solicit citizen input and participation throughout the process and to report on progress with respect to the land use plan update.

2. Designation of Lead Planning Group

The Perquimans County Planning Board and representatives from the towns of Hertford and Winfall will serve as the lead planning group (Land Use Plan Committee) responsible for guiding the CAMA core land use plan update effort. The Land Use Plan Committee will receive assistance from the Perquimans County staff, the towns' staffs, and the planning consulting firm Community Planning Collaborative, Inc.

The Land Use Plan Committee will meet on a monthly basis throughout the project period on the third Thursday of each month. **ATTACHMENT 2** lists the group's meeting dates and times. Meetings will be held at the Perquimans County Courthouse Building in Hertford at 5:00 p.m. unless otherwise specified and publicized. Meetings will be open to the public and meeting times will be advertised in the local news media. In addition to the Land Use Plan Committee's orientation meeting and the initial public information meeting discussed below, subsequent meetings of the Committee will focus on review and discussion of information gathered and analyses made.

The Land Use Plan Committee will review draft materials prepared by the planning consultant, assist the planning consultant in defining land use and development issues and concerns, and provide general input. **ATTACHMENT 3** lists the members of the Perquimans County Land Use Plan Committee. **ATTACHMENT 4** outlines their duties and responsibilities with respect to the CAMA core land use plan update.

Staffing of the Land Use Plan Committee will be handled through the staff of Perquimans County and the towns of Hertford and Winfall. The Perquimans County Planning Department (and geographic information system) staff will serve as the local coordinators of the CAMA core land use plan update project.

3. Land Use Plan Committee Orientation Meeting

An orientation meeting of the Land Use Plan Committee will be held February 17, 2005. The meeting will be held at the Perquimans County Courthouse Building in Hertford beginning at 5:00 p.m. The meeting will focus on the purposes and process of land use planning, the schedule for preparing the plan update, a discussion of this citizen participation plan, a review of potential issues and areas of focus, and a review of additional potential public involvement strategies and opportunities. The meeting is open to the public and its time advertised in the local news media.

4. Initial Public Information Meeting

An initial public information meeting will be held March 17, 2005. This will be in conjunction with the March 17, 2005 Land Use Plan Committee meeting. This meeting will serve as an educational opportunity to inform the general public of the purpose and process of the CAMA core land use plan update. Informational materials will be distributed as will copies of this citizen participation plan which outlines public participation activities to be used during the process. Notification of the meeting will be achieved through notice in the local newspaper. Radio and television public service announcements will also be prepared. The meeting will be held at the Perquimans County Courthouse Building in Hertford beginning at 5:00 p.m. A questionnaire soliciting citizen input will be distributed at this and all public information meetings.

5. Public Information Meetings

In addition to the initial public information meeting (March 2005), at least two public information meetings will be held during the process to discuss findings relative to existing conditions, projected needs, and anticipated development scenarios. Citizen input--with respect to issues and areas of focus and concern--will be solicited. Perquimans County's strengths, weaknesses, opportunities, and threats will also be discussed. Newspaper notices (public service announcements) will be prepared and distributed prior to each meeting. Input will be gathered and made available for Land Use Plan Committee review and use.

One public informational meeting will be held in August 2005 to discuss the first phase (when completed) of the CAMA core land use plan update project. A second public informational meeting will be held in the winter of 2005-2006 to discuss the goals and objectives language developed as a part of Phase II of the project. Additional public informational meetings may be scheduled by the Land Use Plan Committee. The dates, times, and location(s) of the public information meetings will be advertised.

6. Public Hearing

A formal public hearing will be held by the Board of Commissioners to review the final draft CAMA core land use plan update and to solicit citizen comments. Following the public hearing, the Board will consider action on adoption of the plan update. The public hearing will be advertised by newspaper notice at least 30 days prior to the date of the public hearing, anticipated to be held in summer 2006. Notice of the public hearing will also be posted at County facilities. Additional means of public notification will include radio and television public service announcements, as applicable. Copies of the final draft CAMA core land use plan update and executive summaries will be available for review at County facilities and at the public library.

7. Additional Means of Soliciting Citizen Participation

In addition to the meetings outlined above and the distribution of a questionnaire at the meetings, Perquimans County will utilize a variety of means to increase public involvement and to disseminate public information.

- & The County will distribute project progress flyers to keep citizens informed and to solicit public input and may utilize its website to gather citizen input, publicize meetings, and facilitate public review of draft chapters;
- & The Perquimans County Planning Department staff and/or members of the Land Use Plan Committee will make regular progress reports to the Board of Commissioners;
- & The Perquimans County Planning Department staff and/or Land Use Plan Committee members will make presentations to civic, business, church, and similar groups, as requested and schedules allow; and,

& The County will release preliminary reports on existing conditions, estimated demands, and on draft goals statements as they are developed. The preliminary reports will be available for public review at County facilities. Copies of the reports will also be made available for review local news media.

8. Continuous Public Education

Keeping the citizens of Perquimans County aware of issues and needs should be a continuous process. If citizens are to participate in the formulation of goals and policies, they must first have a basic understanding of the major issues facing the County, problem areas and opportunities, and the mechanics of the CAMA core land use planning process. To expect that citizens be made aware of all of these matters solely during the land use plan update process is unrealistic. An on-going public education program could benefit not only the land use plan update preparation but also the County's overall planning program. An informed citizenry will result in meaningful citizen participation and input, and therefore may provide significant guidance for elected officials.

An on-going public education program requires staff time and expenditures. Preparation time for meetings, interviews, presentations, and the cost of producing brochures and reports will result in an additional financial burden. The cost of such an education program must, however, be weighed against the cost of public distrust and suspicion that occurs when citizens are not sufficiently informed.

The positive aspects of land use planning should be stressed to counter the negativism that often results from the controversial nature of many planning matters such as development plans. Public awareness of the efforts of the County to develop plans and goals and to implement strategies that produce both short-term and long-term benefits should be an inherent part of the public education program.

Activities in a public education program may include:

- & media press releases which promote, educate, and inform;
- & use of the County website and local public access cable television if available and internet-based forums to distribute current planning information;
- & presentations to civic, community, and special interest groups;
- & informal meetings with affected parties (developers, adjoining property owners, neighborhood advocates, etc.) prior to considering development proposals;
- & presentations to school groups;
- & community forums on specific planning issues; and,
- & preparation of an annual report which highlights planning accomplishments as well as emerging planning and land development issues.

ATTACHMENT 1

QUESTIONNAIRE

ISSUES/AREAS OF CONCERN TO BE CONSIDERED WHEN DEVELOPING THE PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006

1. What do you like most about Perquimans County?
2. What do you like least about Perquimans County?
3. What is the major issue/area of concern Perquimans County will face in the next 5 years?
4. What other major issues/areas of concern do you anticipate Perquimans County will face in the next 5 years?
5. What is your vision for the future of Perquimans County?

ATTACHMENT 2

**LAND USE PLAN COMMITTEE MEETING SCHEDULE
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006
PHASE I and PHASE II**

<i>Meeting Date:</i>	<i>Location:</i>	<i>Time:</i>	<i>Purpose:</i>
February 17, 2005	Perquimans County Courthouse	5:00pm	committee orientation
March 17, 2005	Perquimans County Courthouse	5:00pm	initial public input session
April 21, 2005	Perquimans County Courthouse	5:00pm	committee work session
May 19, 2005	Perquimans County Courthouse	5:00pm	committee work session
June TBA*, 2005	Perquimans County Courthouse	5:00pm	committee work session
July 21, 2005	Perquimans County Courthouse	5:00pm	committee work session
August 18, 2005	Perquimans County Courthouse	5:00pm	committee work session
September 15, 2005	Perquimans County Courthouse	5:00pm	committee work session
October TBA*, 2005	Locations TBA*	5:00pm	public input sessions
November 17, 2005	Perquimans County Courthouse	5:00pm	committee work session
December 16, 2005	Perquimans County Courthouse	5:00pm	committee work session
January 19, 2006	Perquimans County Courthouse	5:00pm	committee work session
February 16, 2006	Perquimans County Courthouse	5:00pm	committee work session
TBA*	Perquimans County Courthouse	TBA*	public hearing on draft land use plan update

All meetings will be open to the public. Committee meetings will generally focus on review and discussion of information gathered, analyses made, and draft land use plan chapters as they are developed.

The Citizen Participation Plan is subject to change. It may be revised by the Perquimans County Board of Commissioners as new or additional opportunities to receive citizen/public input are identified and undertaken.

*TBA = *to be announced*. Meeting times and locations will be advertised in the local news media.

ATTACHMENT 2B

**LAND USE PLAN COMMITTEE MEETING SCHEDULE
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006
PHASE III**

<i>Meeting Date:</i>	<i>Location:</i>	<i>Time:</i>	<i>Purpose:</i>
November 9, 2015	Town Hall – Winfall	6:30pm	adoption hearing on draft plan
November 9, 2015	Town Hall – Hertford	7:30pm	adoption hearing on draft plan
November 10, 2015	Perquimans County Courthouse Annex	7:00pm	LUPC review & recommendation
November 16, 2015	Perquimans County Courthouse Annex	7:00pm	BCC adoption hearing on draft plan

All meetings will be open to the public. Committee meetings will generally focus on review and discussion of information gathered, analyses made, and draft land use plan chapters as they are developed.

The Citizen Participation Plan is subject to change. It may be revised by the Perquimans County Board of Commissioners as new or additional opportunities to receive citizen/public input are identified and undertaken.

A number of meetings took place with Town and County staff and the Consultant to respond to State comments, and the progress of these responses and the revisions made to the various draft documents were discussed during regular Planning Board meetings on a fairly regular basis from June 2007 through August 2015.

ATTACHMENT 3

**LAND USE PLAN COMMITTEE MEMBERS
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006**

Paul Kahl 402 Woodland Church Road Hertford, NC 27944 (252) 457-5400 (cell) ecsu50viking@yahoo.com	Donald Manley, Vice President 128 Snug Harbor Road Hertford, NC 27944 252-426-7553 (home) manley@embarqmail.com	Lewis Smith 127 Smith Cove Road Hertford NC 27944 (252) 333-7164 (work) lewis_smith@ncsu.edu
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*HCP, Inc., assisted in the production of the latest Draft Plan, in response to NCDCCM's comments in review of earlier versions.

ATTACHMENT 4

**ROLE OF THE LAND USE PLAN COMMITTEE
PERQUIMANS COUNTY CAMA CORE LAND USE PLAN UPDATE 2005-2006**

UNIQUE PERSPECTIVE

As a land use plan committee member and a citizen of Perquimans County, you represent and should provide a unique local viewpoint within the County, you know the area well, its resources, and its people. You have a feeling for what may work and what may not work.

PLAN DEVELOPMENT

You should provide community perspective and insight on information gathered as well as feedback on policies and implementation strategies as they are developed. You will play a critical role in shaping the policies and actions included in the CAMA core land use plan update that will guide the County for the next several years. You are not being asked to be a planner, designer, or writer. You are to be a sounding board for citizens and property owners.

NETWORKING, RECRUITMENT, AND PUBLIC PARTICIPATION

Invite people you know to participate in the planning process by making their thoughts and wishes known so that as many people as possible participate in the process.

PUBLIC MEETING SUPPORT

Help out at public meetings when and where needed. Specific roles may be agreed upon at meetings and may include greeting/signing people in, leading small group discussions, summarizing meetings for others, and so on. Participate in presenting the plan.

Commissioner Peeler asked Ms. Godfrey if she thought that she would be able to complete this by December 15, 2015. Ms. Godfrey said that she was going to do everything possible to do this. Ms. Godfrey invited the Board to the November 10, 2015 Planning Board meeting.

PUBLIC COMMENTS

Chair Cole asked if there were any public comments. The following public comments were made:

- **Tommy Harrell:** Mr. Harrell asked about the tax revaluation and feels that we are shortchanging our children and we should see about increasing the tax rate so that we can help improve our school system.
- **Bob Bastek:** Mr. Bastek stated that he had not seen the details of the Timbermill project and feels that detail objections should wait until the project proposal is submitted. He further stated that he had attended the Public Hearing on the Desert Wind Project and felt that it was a fair and complete assessment of the project. Approval of future wind energy projects should not be based solely on aesthetics and where the energy is going to be used. He bases this on two things:
 - He hates the appearance of telephone poles but where would the rural electrification plan be if we insisted that all electrical lines be placed underground.
 - 15% of the food produced in Perquimans County will be used in Perquimans County. We grow it because we have the land.
- **Alan Lennon:** Mr. Lennon invited everyone to attend the Planning Board Subcommittee meeting on Thursday, November 12th, at 6:00 p.m. at the EMS Building.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:50 p.m. on motion made by Kyle Jones, seconded by Edward R. Muzzulin.

Janice McKenzie Cole, Chair

Clerk to the Board

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