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SPECIAL CALLED MEETING

March 21, 2016

6:50 p.m.

The Perquimans County Board of Commissioners met in a Special Called Meeting on Monday, March 21, 2016, 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 Kyle Jones, Vice Chairman  
Fondella Leigh Wallace Nelson  
Matthew Peeler

MEMBERS ABSENT: Edward R. Muzzulin

OTHERS PRESENT: Frank Heath, County Manager Mary P. Hunnicutt, Clerk to the Board

After the Chair called the meeting to order, Commissioner Leigh led in prayer and the Chair led the Pledge of Allegiance. Chair Cole explained that this Special Called Meeting was scheduled to hold a Public Hearing.

PUBLIC HEARING: CAMA PLANNING & MANAGEMENT GRANT

Chair Cole opened the Public Hearing stating that the purpose of the public hearing was to receive citizens' comments to consider an Application for CAMA Planning and Management Grant Funds for the upcoming Fiscal Year 2016-2017. The primary objective of said grant program is to develop and implement local governments' land use plans and management strategies for coastal resources consistent with the state guidelines (15A NCAC 07L). The purpose of the proposed grant application is to prepare, adopt, or amend the County's ordinances as necessary to carry out its certified plan, state rules, and the state coastal zone management plan. There were five (5) people present. Chair Cole recognized Donna Godfrey, County Planner, who reviewed the CAMA Planning & Management Grant Application for \$15,000. Chair Cole asked if there were any questions from the Board or the general public. There being none, the Public Hearing was closed at 7:00 p.m.

AGENDA

On motion made by Matthew Peeler, seconded by Fondella A. Leigh, the Board unanimously approved the Agenda.

CAMA PLANNING & MANAGEMENT GRANT

On motion made by Wallace E. Nelson, seconded by Kyle Jones, the Board unanimously approved the following Resolution authorizing Donna Godfrey to apply for the CAMA Planning & Management Grant:

**RESOLUTION SUPPORTING THE  
LOCAL PLANNING & MANAGEMENT GRANT APPLICATION**

**WHEREAS**, Perquimans County has determined that there is a need to review, adopt or amend its land development regulations to carry out its certified land use plan update, state rules, and the state coastal zone management plan, and the planning & zoning work program; and

**WHEREAS**, certain land development regulations contained in the County's Zoning Ordinance became incomplete or obsolete as a result of the newly adopted and certified CAMA Core Land Use Plan Update 2005-2006 (also known as the "2015 Joint LUP Update"); and

**WHEREAS**, an update of the County's Zoning Ordinance is proposed to address a growing list of issues and to consider potential text amendments; and

**WHEREAS**, the Division of Coastal Management has announced that it is offering to local governments in the 20 coastal counties of North Carolina the opportunity to apply for Local Planning and Management Grant Program funding for the upcoming 2016-2017 fiscal year; and

**WHEREAS**, the primary objective of the grant program is to develop and implement local governments' land use plans and management strategies for coastal resources consistent with the State guidelines (15A NCAC 07L), to help make a positive and lasting contribution to the planning efforts of their communities; and

**WHEREAS**, Perquimans County Planning & Zoning Office wishes to apply to the North Carolina Division of Coastal Management for Local Planning and Management Grant funds.

**NOW THEREFORE, BE IT RESOLVED** that the Perquimans County Board of Commissioners authorizes the County Manager and County Planner to apply for Local Planning and Management Grant Program funding provided by the North Carolina Division of Coastal Management.

**ADOPTED this the 21<sup>st</sup> day of March, 2016.**

Janice McKenzie Cole, Chair, Board of County Commissioners

Date

Attest:

(Seal)

Mary P. Hunnicutt, Clerk to the Board  
Date

Commissioner Peeler wanted to clarify that we did not just vote on a funding issue. Chair Cole said that we were just authorizing Ms. Godfrey to apply for the CAMA Planning & Management Grant.

DAVE GOSS, ECONOMIC DEVELOPMENT CONSULTANT

Chair Cole recognized Dave Goss who explained that one part of his contract this year was to begin the process to get Phase II of the Commerce Centre shovel ready. Currently, we only have about 50 acres remaining in Phase I that is available for sale. He feels that it will take about two or three years to get Phase II shovel ready. In cooperation with Albemarle Commission, he has prepared an application for Federal EPA Grant to assist with the funding to prepare a site plan for Phase II. This will require a 50% match. They have already prepared a pre-application and feels strongly that the County will receive this grant. He then began to explain the scope of work that this grant will cover. The estimated cost of this is \$54,000. There are five components of this site plan requirement. They are: (1) topographical survey of site; (2) Infrastructure Master Plan; (3) Place to put the soil when the basin is dug out; (4) Stormwater & Erosion Management Plan; and (5) Development of Costs Estimates. Mr. Goss requested a letter of support from the Board of Commissioners that you are supporting the application and to commit to the 50% of the costs (\$27,000) which would come from next year's budget.

Chair Cole asked Mr. Goss when he needed the letter of support. Mr. Goss said that it would be needed as soon as possible. She explained that, because this is a funding issue, they would need to take action at our next meeting which would be April 4<sup>th</sup>. Therefore, she asked that this item be added to the April 4<sup>th</sup> Agenda.

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 7:20 p.m. on motion made by Matthew Peeler, seconded by Wallace E. Nelson.

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Janice McKenzie Cole, Chair

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Clerk to the Board

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**WORK SESSION**

March 21, 2016

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular Work Session on Monday, March 21, 2016, at 7:00 p.m. in the Commissioners' Room located on the first floor of the Perquimans County

MEMBERS PRESENT: Janice McKenzie Cole, Chair Kyle Jones, Vice Chairman  
Fondella Leigh Wallace Nelson  
Matthew Peeler

MEMBERS ABSENT: Edward R. Muzzulin

OTHERS PRESENT: Frank Heath, County Manager Mary P. Hunnicutt, Clerk to the Board

After the Chair adjourned the Special Called Meeting, Ms. Cole proceeded with the monthly Work Session. The following matters were discussed.

JONATHAN NIXON, EMERGENCY SERVICES DIRECTOR

Mr. Nixon presented information on the following matters:

- **EMPG Elected Officials Presentation:** Mr. Nixon gave a PowerPoint Presentation on the current activities in the Emergency Services Program. This is a requirement for the Emergency Management Performance Grant.
- **911 Shift Supervisors:** With the retirement of Homeria Jennette, Chief Telecommunicator, Mr. Nixon made recommendations on the restructuring of the Telecommunications Department. He is recommending Shift Supervisors instead of hiring a Chief Telecommunicator. This structure is working fairly well with the Emergency Services Department and hopes that they can proceed with the same structure with Telecommunications.
- **Backup PSAP (Primary Service Accent Point) Plan:** Mr. Nixon explained that the County is required to prepare a Backup PSAP Plan by July 1<sup>st</sup>. He presented his proposal to the Board.

ANGELA ANTIVEROS, ALBEMARLE REGIONAL HEALTH SERVICES

Ms. Antiveros provided written information along with her presentation on the "Innovative Approaches" program which focuses on families with exceptional children.

PUBLIC COMMENTS

The following public comments were made:

- **Tommy Harrell:** Mr. Harrell encouraged the Board to look at the problem that the County is having with the coyote population. Ms. Cole said that she had already discussed this with Jewel Winslow, Extension Director.
- **Leary Winslow:** Mr. Winslow concurred with Mr. Harrell's recommendation.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 8:15 p.m.

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Janice McKenzie Cole, Chair

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Clerk to the Board

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