

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Commissioners' Room - Courthouse Annex Building
October 3, 2016
6:55 p.m.

- | | | | |
|--------------------------|---|--|-----------|
| | I. | Call to Order | |
| | II. | Prayer & Pledge | |
| | III. | Public Hearing | |
| ACTION
TAKEN
LATER | | A. No Wake Zone for Yeopim Creek | 6:55 p.m. |
| | | ➤ To receive citizens' comments on Perquimans County's intent to make application to the North Carolina Wildlife Commission for the investigation into the need for an adoption thereafter, if warranted, of a "NO-WAKE" Zone for the total body of water known as Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township. | |
| | IV. | Approval of Agenda | |
| | V. | Consent Agenda | |
| | | <i>(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal of an item or items is made from a Commissioner or Commissioners.)</i> | |
| ACTION
REQUIRED | | A. Approval of Minutes: September 6, 2016 Regular Meeting & September 19-21 Quasi-Judicial Hearing Minutes | |
| | | B. Tax Release Approvals | |
| | | C. Personnel Matters | |
| | | 1. Retirement: Water Supervisor | |
| | | D. Merit/Step Increases | |
| | | 1. Telecommunications | |
| | | 2. EMS | |
| | | 3. Building Inspections | |
| | | 4. Register of Deeds | |
| | | 5. Sheriff's Office | |
| | | E. Board Appointments/Reappointments | |
| | | 1. Adult Home Health Care Community | |
| | | 2. Animal Control Board | |
| | 3. Board of Adjustment | | |
| | 4. Board of Trustees for Fire Departments | | |
| | 5. Nursing Home Advisory Committee (2) | | |
| | F. Budget Amendment Nos. 2 – 4 | | |
| | G. Record Retention Schedule Amendments | | |
| | 1. County Management | | |
| | 2. Sheriff's Department | | |
| | VI. | Introduction of New Employees | |
| NO
ACTION
REQUIRED | | A. Sheriff | |
| | | B. Water Department | |
| | | C. Library | |
| | VII. | Scheduled Appointments | |
| | | A. Natalie Peel, North Carolina Community Foundation | 7:00 p.m. |
| | | B. Charles Ward's Family | 7:05 p.m. |
| | | C. Bill Jennings, Tax Department | 7:10 p.m. |
| | VIII. | Commissioner's Concerns/Committee Reports | |
| NO
ACTION
REQUIRED | | A. | |
| | | B. | |
| | | C. | |

NO
ACTION
REQUIRED

IX.

Old Business

A. Updates from County Manager

X.

New Business

A. Resolution Requesting No Wake Zone for Yeopim Creek

B. Resolution Supporting the Relocation of the Hertford Post Office

C. Planning Board Vacancy

D. Sale of Surplus Vehicles

E.

F.

G.

H.

I.

ACTION
REQUIRED

XI.

Unscheduled Appointments/Public Comments

(If you wish to address the Board, please state your name for the record prior to speaking)

A.

B.

C.

XII.

Adjournment

FOR INFORMATION ONLY:

- Prescription Card Program

DEPARTMENT HEAD REPORT:

- Plat Log
- Telecommunications Report 1-1-2016 thru 6-30-2016
- Code Enforcement Report
- Extension Services

COMMITTEE WRITTEN REPORTS:

- 911 Committee Board Meeting Minutes

NOTES FROM THE COUNTY MANAGER

October 3, 2016

6:55 p.m.

- III. **Enclosures:** Public Hearing is being held regarding the following matter:
 - A. **No Wake Zone for Yeopim Creek**6:55 p.m.
 - To receive citizens' comments on Perquimans County's intent to make application to the North Carolina Wildlife Commission for the investigation into the need for an adoption thereafter, if warranted, of a "NO-WAKE" Zone for the total body of water known as Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township.
- V. **Enclosures.** Items included on the Consent Agenda are enclosed. *If you wish to discuss any of these items, please make that request during the meeting.*
- VI.A. The following introduction of new employees will be made:
 - **Eric Tilley:** Mr. Tilley, Sheriff, will introduce Brian Gregory who was promoted to a Certified Deputy on August 1, 2016. Mr. Gregory began working as a Bailiff on November 25, 2016. He has completed his BLET training and has been promoted to a Certified Deputy on August 1, 2016.
 - **Richard Copeland:** Mr. Copeland, Water Supervisor, will introduce Roy Alons, Water Plant Operator. Mr. Alons who began work on September 1, 2016.
 - **Michele Lawrence:** Ms. Lawrence, Librarian, will introduce Phenicia Horton and Treasura Sanders, Part-Time Librarian Technicians.
- VII.A. **Enclosure.** Natalie Peele, Regional Director of the Northeast Region of N.C. Community Foundation, will be presenting the County with a \$1,000 grant which Donna Jones applied for.
- VII.B. Charles Ward's family will present the bequest to Perquimans County from his will.
- VII.C. **Enclosures.** Bill Jennings, Tax Administrator, will present his Monthly update.
- IX.A. County Manager Heath will present several updates to the Board.
- X.A. **Enclosure.** The Public Hearing was held earlier to consider a No Wake Zone for Yeopim Creek. The Board will need to consider the attached Resolution to forward the request to the NC Wildlife Resources. Board action is being requested.
- X.B. **Enclosures.** As Chair Cole mentioned at their meeting in September, she has prepared the attached Resolution supporting the relocation of the Hertford Post Office. Board action is being requested.
- X.C. **Enclosure.** We have been notified by Donald Manley that he does not wish to be reappointed to the Planning Board when his term expires on November 30, 2016. The Board will need to see a replacement for him. A list of the Volunteer Applications is enclosed for Board information. This is for information only.
- X.D. **Enclosure.** On July 6, 2015, the County adopted a resolution to proclaim several vehicles/trailer as surplus equipment and proceed to sell them on GovDeals. The bid period for our surplus vehicles with GovDeals will close on October 3, 2016 at 1:00 p.m. The following vehicles have been listed with GovDeals:

BUYER	VEHICLE	START BID	SOLD AMOUNT	BUYER'S PREMIUM	GOVDEALS FEE	NET RESULTS
	2005 Ford F150 Truck					
	1998 Ford F150 Truck					
	204 Ford F150 Truck					

Board action is being requested.

CONSENT AGENDA NOTES

(Consent items as follows will be adopted with a single motion, second and vote, unless a request for removal from the Consent Agenda is heard from a Commissioner)

- A. **Enclosures:** Approval of Minutes – September 6, 2016 Regular Meeting, September 19-21, 2016 Continued Quasi-Judicial Hearing Minutes
- B. **Enclosure:** Tax Releases – see attached list
- C. **Enclosures:** Personnel Matter

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Richard Copeland	Water Supervisor	Retirement			12/31/2016

- D. **Enclosures:** During the Budget process, these step/merit increases was approved for the employee. The following individual is being recommended by their supervisor for merit increase:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Zeb Daneker	Part-Time Telecommunicator	60/4	\$13.15/hour	10/1/2016
Richard Thrasher	EMT-I	66/2	33,921	10/1/2016
Ernest Swanner	Code Enforcement Officer	61/2	27,220	10/1/2016
Shawneeka Jordan	Deputy Register of Deeds	58/5	25,657	10/1/2016
LeAnne Hamilton	Secretary	60/6	28,717	10/1/2016

E. **Enclosure:** The following Board appointments are being presented for Board action:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Madre, Delphine	Adult Care Home Advisory Committee	Reappointment	3 yrs.	10/1/2016
Thompson, Bethany	Animal Control Board (SPCA Representative)	Reappointment	1 yr.	10/1/2016
Mathis, Lynn W.	Board of Adjustments	Reappointment	3 yrs.	10/1/2016
Baker, Julian	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/2016
Winslow, Wade	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/2016
Hobbs, Benjamin	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/2016
Muzzolin, Edward	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/2016
Chappell, William Wray	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/2016
Nixon, Mack E.	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/2016
Boyce, Jonathan	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/2016
Swayne, Robert D.	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/2016
Swain, Linda	Nursing Home Advisory Committee	Appointment	1 yrs.	10/1/2016
Darden, Kisha	Nursing Home Advisory Committee	Appointment	3 yrs.	10/1/2016

F. **Enclosure:** Budget Amendment Nos. 2 - 4 are presented for Board action.

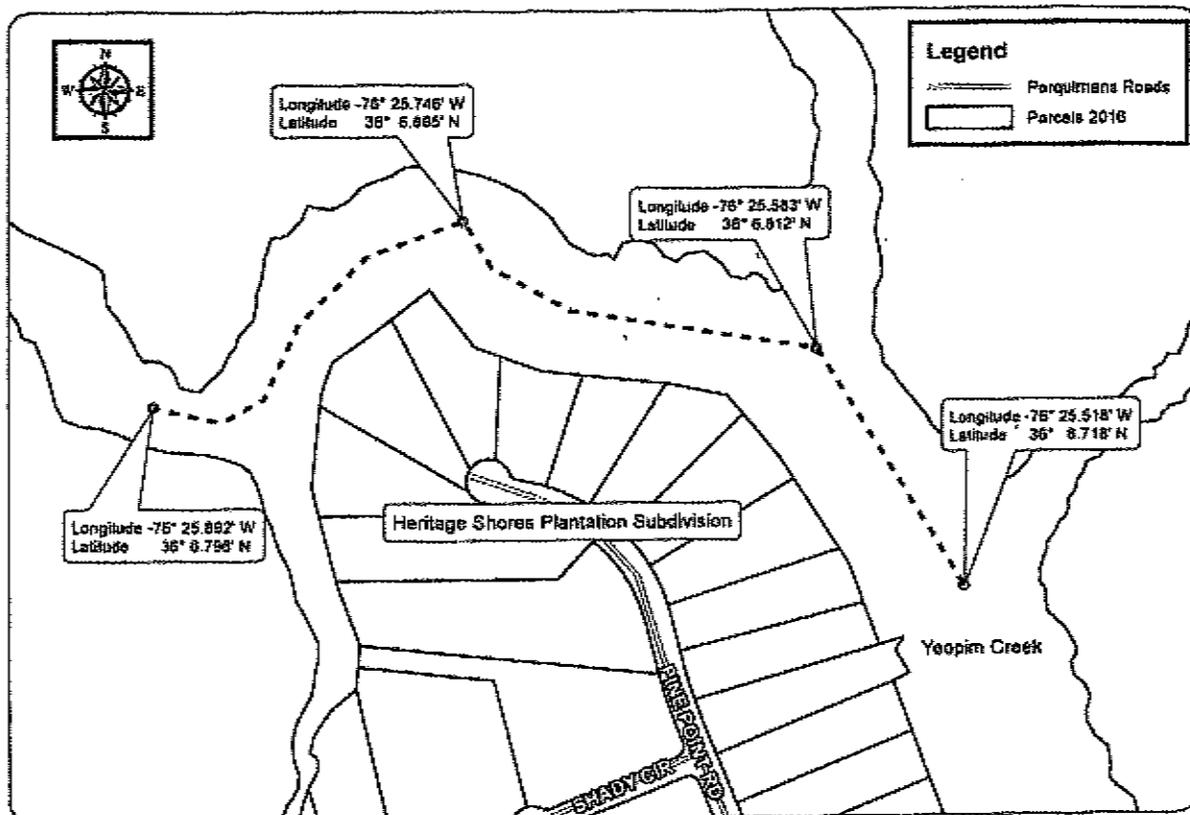
G. **Enclosures:** Because of amendments to the schedules, the enclosed Record Retention Schedules have been approved by their Department Head and are being recommended for approval by the Board of Commissioners:

1. Record Retention Schedule for County Management
2. Record Retention Schedule for Sheriff's Department

PUBLIC NOTICE

"NO WAKE" ZONE FOR YEOPIM CREEK

The Perquimans County Board of Commissioners herein provides notice to the Public of its intent to make application to the North Carolina Wildlife Commission for the investigation into the need for an adoption thereafter, if warranted, of a "NO-WAKE" Zone for the total body of water known as Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township. A Pubic Hearing will be held on October 3, 2016 at 6:55 p.m. in the Commissioners' Meeting Room of the Perquimans County Courthouse Annex.



Perquimans County, NC
Map created Sept 21, 2016
1 inch = 266 feet

Proposed No Wake Zone

Total length of dotted line
from end to end is
approximately 2,480 ft.

Perquimans Weekly: Run as block advertisement on September 28, 2016
Acct. #: 1134

QUASI-JUDICIAL HEARING

Conditional Use Permit No. CUP-16-01, by Timbermill Wind, LLC, c/o Apex Clean Energy Holdings, LLC.

After the Chair called the quasi-judicial hearing to order, she noted that we had a quorum and that the purpose of the Quasi-Judicial Hearing was to consider Conditional Use Permit No. CUP-16-01, by Timbermill Wind, LLC, c/o Apex Clean Energy Holdings, LLC, for a Large Wind Energy Facility in the Bear Swamp and Centerhill Communities [to include Tax Parcel Nos. 3-003900011B; 3-0047-00001, -00002, -00014 and -00028; 3-0048-00001 and -00003; 3-0049-00009, -00024A, -00025, -00026, -00038 and -00039(part); 3-0058-00004(part), -00007 and -00013; and 3-0059-00012A(part)], and extending west into Chowan County.

She further stated that the purpose of the quasi-judicial hearing is to consider competent material and substantial evidence on the application of the Ordinance to the CUP submitted by Timbermill Wind, LLC. The two attorneys gave opening statements and the following list of witnesses gave testimony:

- > Donna Godfrey, Perquimans County Planner
- > Don Giecek, Senior Development Manager of Apex Energy
- > Tracy Butler, Senior Manager of Optimization & Civil Design for Apex Clean Energy, Inc.
- > Mark Bastasch, Project Manager & Principal Acoustical Engineer at CH2M HILL

ADJOURNMENT

There being no further comments or business to discuss, the Quasi-Judicial Hearing was continued to August 25, 2016 at 5:30 p.m.

Janice McKenzie Cole, Chair

Clerk to the Board

CONTINUED QUASI-JUDICIAL HEARING

August 25, 2016

5:30 p.m.

The Perquimans County Board of Commissioners met to continue a Quasi-Judicial Hearing on Thursday, August 25, 2016, at 5:30 p.m. in the upstairs Courtroom of the Perquimans County Courthouse Annex Building.

MEMBERS PRESENT:	Janice McKenzie Cole, Chair Fondella Leigh Wallace Nelson	Kyle Jones, Vice Chairman Edward R. Muzzulini Matthew Peeler
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Frank Heath, County Manager Hackney High, County Attorney	Mary P. Hunnicutt, Clerk to the Board

CONTINUED QUASI-JUDICIAL HEARING

Conditional Use Permit No. CUP-16-01, by Timbermill Wind, LLC, c/o Apex Clean Energy Holdings, LLC.

Chair Cole opened up the meeting and asked the applicant's attorney to call his next witness. The following list of witnesses gave testimony:

- > John D. Hecklau, Executive Vice President of Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services
- > Robert D. O'Neal, Principal of Epsilon Associates
- > Kendra L. Kallevig-Childers, Project Analyst, Environmental & Permitting Services
- > Charles J. Moody, III, Realty Services of Eastern Carolina, inc.

ADJOURNMENT

There being no further comments or business to discuss, the Quasi-Judicial Hearing was continued to a date and time to be determined later.

Janice McKenzie Cole, Chair

Clerk to the Board

REGULAR MEETING

September 6, 2016

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Tuesday, September 6, 2016, 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 Fondella Leigh Wallace Nelson	Kyle Jones, Vice Chairman Edward R. Muzzulini Matthew Peeler
MEMBERS ABSENT:	None	
OTHERS PRESENT:	Frank Heath, County Manager Will Crowe, County Attorney	Mary Hunnicutt, Clerk to the Board

After the Chair called the meeting to order, Commissioner Peeler gave the invocation and the Chair led the Pledge of Allegiance.

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: August 1, 2016 Regular Meeting, August 15, 2016 Work Session, August 24-25, 2016 Quasi-Judicial Hearing Minutes
2. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Roy Alons	Water Plant Operator	Appointment	64/4	\$41,626	9/1/2016
Paul Leightin	Bailiff	Appointment			9/1/2016
Hobby Hunter	Part-Time/Fill-In Board of Elections	Appointment		\$14.18/hr.	9/1/2016
Sabrina Albiez	Part-Time/Fill-In Board of Elections	Termination		\$9.09/hr.	8/30/2016
Jessica Hassell Velvin	EMT-I	Certification	66/1	\$15.91/hr.	8/1/2016
Brandon Lindstrom	EMT-I	Resignation			8/19/2016
Kimberly Whiteburst	EMT-I	Resignation			8/25/2016

3. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Howard Williams	Director	70/9	47,569	9/1/2016
Jackie Frierson	Register of Deeds	70/7	45,685	9/1/2016
Anthony Johnson	Lead Telecommunicator	62/8	32,929	9/1/2016
Kay Hall	Social Worker II	67/6	39,078	9/1/2016
Kiera Hinton	IMC II	63/1	28,999	9/1/2016
Shannon Howell	Social Worker I&T	70/4	42,475	9/1/2016
Gwen Hudson	IMC III (Adult Med. Lead Worker)	67/5	38,127	9/1/2016
Pamela Midgett	IMC III	65/3	33,251	9/1/2016
Banks, Sydni	Supervisor	64/5	33,410	9/1/2016

4. Board Appointments: The following Board appointments were approved by the Board:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Darlene Harrell	Senior Tar Heel Legislature Delegate (Alternate)	Appointment	1 yr.	9/1/2016
Maricela Littlejohn	At-Large Member to JCPC Council	Appointment	1 yr.	9/1/2016
Jean Mansfield	Nursing Home Advisory Committee	Appointment	-	9/1/2016

*She will complete Gene Boyce's term which expires on 9/30/2017. We still have 2 openings.

INTRODUCTION OF EMPLOYEE

> **Jewel Winslow:** Ms. Winslow, Extension Director, introduced Perquimans County's new Crop Agent, Dylan Lilley. He began working on September 1, 2016.
Chair Cole welcomed him to the County.

VIRGIL PARRISH & ERNIE SWANNER, BUILDING INSPECTIONS

Mr. Parrish, Chief Building Inspector, explained that, on behalf of Perquimans County, he was going to apply for a grant to assist with cleaning up the run-down mobile homes in Perquimans County. They will receive \$1,015 per site to help clean it up. Chowan County is also using this grant. He then introduced Ernie Swanner, to explain it further. Mr. Swanner explained that there were two ways to apply: (a) apply for the planning grant now for \$2,500 and apply for a full two-year grant after six months for \$12,000; or (b) apply for the full grant now for \$14,500 with two-year completion deadline. He further explained that we are past the application deadline for 2016 but there are three slots that are still available for funding this year that can be applied for on a first come, first serve basis. With regard to how it will affect the budget, Mr. Swanner explained that contract deconstruction of the units is at \$2,500 each, plus estimated tipping fees of \$1,000 making a total maximum cost of \$3,500 per unit. The County will be required to clean up eight units during this contract cycle. That makes the total grant cycle expense \$28,000 plus \$2,500 preparation and miscellaneous costs making a total cost of \$30,500. From this grant, the County will receive a reimbursement of \$2,500 plus \$12,000 grant allowance making total revenue of \$14,500. The County will spend \$30,500 minus \$14,500 grant which leaves eight units cleaned up for \$16,000. The balance due over the grant could be handled through mitigation through voluntary payment, tax liens, and property liquidation. The first step to the application is to receive approval from the governing body. Therefore, he is requesting that the Board adopt the resolution included in their Agenda Packets. After the Board asked several questions, Chair Cole asked if there was a motion to adopt the resolution. On motion made by Edward R. Muzzulin, seconded by Matthew Peeler, the Board unanimously adopted the following Resolution supporting their application for the NC Department of Environmental Quality, Abandoned Mobile Home Cleanup Grant Program:

AMH Grant RESOLUTION OF SUPPORT - COUNTY

Board of Commissioners
Perquimans County
Resolution

A RESOLUTION to the extent permitted by law, Authorizing Participation in the North Carolina Department of Environmental Quality, Abandoned Mobile Home Cleanup Grant Program.(AMH program)

The Board of Commissioners of Perquimans County met in a regular session on the 6th day of September, 2016 in the Commissioners Room of the Perquimans County Board of Commissioners with the following members present:

- [x] Chair Janice McKenzie Cole
- [x] Vice Chair Kyle Jones
- [x] Board Member Mathew Peeler
- [x] Board Member Edward Muzzulin
- [x] Board Member Fondella Leigh
- [x] Board Member Wallace Nelson

Edward R. Muzzulin moved for adoption of the following Resolution:

WHEREAS, on the 6th day of SEPTEMBER, 2016 the Board of Commissioners of Perquimans County received a request from Ernie Swanner as Code Enforcement Officer and Virgil Parrish as Inspection Department Head, for support of their application to the State of North Carolina, Department of Environmental Quality for reimbursement grant funding for developing an Abandoned Manufactured Homes Cleanup Program in Perquimans County.

BRIEF SUMMARY:

- Apply for a planning grant for \$2500 for expenses (dedicated computer, software, database, AMH mapping, equipment and supplies, time and fuel.)
- County provide for these expenses now, to be reimbursed after six months.
- Apply for a two year cleanup grant for \$12,000 within one year from issue of planning grant.
- County provide for cleanup of eight units within two years and receive reimbursement upon completion.
- Apply for next \$12,000 cycle with same conditions.

WHEREAS, the Board of Commissioners of Perquimans County have reviewed this request and determined that certain aesthetic regulations are necessary and in the public interest in order to prevent land uses which are inharmonious or incongruent with the existing visual character of areas within the jurisdiction of the County of Perquimans; and The County of Perquimans has determined that aesthetic and appearance regulations are necessary and beneficial to The County of Perquimans and its citizens in that such regulations will protect property values, promote tourism, at least indirectly protect public health and safety, preserve the character and integrity of neighborhoods and the general community, and promote the comfort, happiness, and emotional stability and general welfare of all citizens.

WHEREAS, he it resolved that all formal actions of the board relating to the adoption of this resolution were taken in an open meeting of the board in compliance with all legal requirements.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Commissioners of Perquimans County supports the above application.

Matthew Peeler seconded the motion and the roll was called. The vote was as follows:

ROLL CALL VOTE:

<u>Name</u>	<u>Vote</u>	
Janice McKenzie Cole - Chair	Yes <u>X</u>	No ___;
Kyle Jones - Vice Chair	Yes <u>X</u>	No ___;
Matthew Peeler - Member	Yes <u>X</u>	No ___;
Edward Muzzulini - Member	Yes <u>X</u>	No ___;
Fondella Leigh - Member	Yes <u>X</u>	No ___;
Wallace Nelson - Member	Yes <u>X</u>	No ___;

- _____ Chair
- _____ Vice Chairman
- _____ Commissioner
- _____ Commissioner
- _____ Commissioner
- _____ Commissioner

ATTEST: I hereby certify that this resolution authorizing Participation in the Abandoned Mobile Home Cleanup Grant Program is a true and exact copy of the resolution adopted by the Board of County Commissioners on the 6th day of September, 20 16.

 Mary Hunsicutt, Clerk
 Board of County Commissioners
 Perquimans County, North Carolina

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings stated that he did not have a monthly report since the tax bills were mailed out on August 26, 2016. His office has been busy with handling a lot of phone calls regarding their bills. He also updated the Board on Mr. Hoffman's request at the Board of Equalization & Review to reduce his appraisal for a vacant lot in Albemarle Plantation. They have a meeting scheduled in Raleigh with Property Tax Commission. Information has been provided to County Attorney High to present at the meeting on behalf of the County in October.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

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

- > **Chair Cole:** Ms. Cole mentioned that there has been some interest in the residents of Perquimans County to move the Hertford Post Office. There are a lot of safety and flooding issues with the current location. She said that, even though that was not within our jurisdiction, she will be doing research and will probably be bringing a resolution which will be forwarded to our congressional representatives. The resolution will be presented at the meeting next month for Board consideration and action. She just wanted to bring it to the Board's attention.
- > **Commissioner Leigh:** Ms. Leigh gave a report from the NCACC Annual Conference in August.

There being no further Commissioners' concerns or committee reports, the Chair proceeded with the meeting.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- > **Hurricane Herming:** Mr. Heath explained that the County only experienced minor leaks from the storm and a portion of the pier at the Recreation Center was damaged when a tree fell on it.
- > **Library Project:** Mr. Heath explained that the Library Project was moving right along. They held the groundbreaking ceremony on August 29, 2016. Tilden Whitehurst is handling the site work for the building which should take about another week or so.
- > **S-Bridge Replacement:** Mr. Heath explained that the NC Department of Transportation has designated Alternate B as the preferred option for the replacement of the S-Bridge. This was the option the Board of Commissioners, Town Council of Hertford, and Town Council of Winfall supported even though it was the most costly option. Mr. Heath did express the County's concern to Rep. Steinburg and NCDOT officials regarding the time that the bridge will be closed. They have assured him that they will expedite it as much as possible.
- > **Feasibility Study for Interstate 87:** Mr. Heath explained that a feasibility study for Interstate 87, which links Norfolk to Raleigh along the US Highway I7 and 64, is underway.
- > **Library Construction Updates:** Chair Cole was pleased with the updates that they are receiving from the contractor of the Library Project. Mr. Heath said that he was told that he would be receiving them every week.

- > Elevation of the Library Site: Commissioner Nelson asked about the elevation of the library site. Mr. Heath explained that it was outside of the flood plain.

COUNTY COOPERATIVE AGREEMENT WITH N.C. FOREST SERVICE

On motion made by Edward R. Muzzulin, seconded by Matthew Peeler, the Board unanimously approved the County Cooperative Agreement with Division of Forest Resources for FY 2016-2017 and authorized the Chairman and County Staff to sign the Agreement. The costs will be \$130,106 being divided between the State at \$84,569 (65%) and the County at \$45,537 (35%).

DSS CONTRACT WITH MAXIMUS

County Manager Heath presented the renewal contract for DSS Cost Report with Maximus for a three-year term. The fee will remain at \$2,900 per year. Susan Chaney, Social Services Director, has reviewed the contract and is aware that it is being brought before the Board for consideration. On motion made by Matthew Peeler, seconded by Edward R. Muzzulin, the Board unanimously approved the three-year contract with Maximus to prepare the DSS Cost Report.

SURPLUS VEHICLE BIDS

The bid period for one of our surplus vehicles with GovDeals closed today at 3:00 p.m. Frank Heath presented the following high bid from GovDeals for our surplus vehicle:

BUYER	VEHICLE	START BID	SOLD AMOUNT	BUYER'S PREMIUM	GOVDEALS FEE
Gary Zipper	1998 Ford Crown Victoria	\$100.00	\$212.77	\$15.96	\$10.64
TOTAL		\$100.00	\$212.77	\$15.96	\$10.64

On motion made by Wallace E. Nelson, seconded by Edward R. Muzzulin, the Board authorized Mr. Heath to proceed with the transfer of the title to this individual after receiving payment.

EMERGENCY MANAGEMENT CONTRACTS

Jonathan Nixon, Emergency Services Director, explained that the following contract and Memorandum of Understanding which has been reviewed by County Attorney High and is ready for Board action:

Debris Contract: On motion made by Matthew Peeler, seconded by Edward R. Muzzulin, the Board unanimously approved the final year of the Debris Contract with Unified Recovery Group, LLC, as follows:

A B D E N D U M I I

Owner: Perquimans County and the Towns of Hertford and Winfall, North Carolina
 Provider: Unified Recovery Group, LLC
 Contract: Agreement for Debris Management and Removal Services dated July 2, 2012
 Subject: One year extension of Contract

As required in paragraph III of the above mentioned contract titled, "Agreement for Debris Management and Removal Services", by and between Perquimans County, North Carolina, the Town of Hertford, North Carolina and the Town of Winfall, North Carolina, referred as the "Owner" and Unified Recovery Group, LLC, referred as the "Provider", mutually agree to extend the contract for the period of one year. The parties also agree that in the event a Notice to Proceed is issued, all contractual obligations shall be assigned to and performed by Green Co Services, LLC, PO Box 111, Foley, AL 36536 with a physical location of 21602 Doc McDuffie Rd., Foley, AL 36535.

IN WITNESS WHEREOF, the parties have set their hands and seals on this 6th day of September, 2016.

Perquimans County, North Carolina, OWNER
 By and through its Chair

Attest:

Town of Hertford, North Carolina, OWNER
 By and through its _____

Attest:

Town of Winfall, North Carolina, OWNER
 By and through its _____

Attest:

Unified Recovery Group, LLC, PROVIDER
 By and through its Member

Attest:

Green Co Services, LLC, PROVIDER
 By and through its Owner

Attest:

Monitoring Contract: On motion made by Wallace E. Nelson, seconded by Fondella A. Leigh, the Board unanimously approved the following Memorandum of Understanding with Sentara Albemarle Medical Center to provide temporary morgue for Perquimans County when needed:

Memorandum of Understanding For Use of Sentara Albemarle Medical Center As The Perquimans County Temporary Morgue

This Memorandum of Understanding (MOU) is by and between Sentara Albemarle Medical Center, 1144 North Road Street, Elizabeth City, NC and the County of Perquimans, 159 Creek Drive, Hertford, NC.

WHEREAS, Pursuant to North Carolina G.S. §130A-381 each county shall provide for an appropriate facility where bodies can be stored pending a decision on death investigation, examination by the medical examiner, transportation to an autopsy facility, notification of next of kin or arrangements for final disposition,

WHEREAS, Sentara Albemarle Medical Center, located in the Albemarle community, partners with local governments in providing comprehensive emergency services to the community and has in the past given verbal agreement for the use of Sentara Albemarle Medical Center's morgue and is currently providing the area for this use,

WHEREAS, the designated location of a "county morgue" must be provided to the North Carolina Department of Health and Human Services, Office of Chief Medical Examiner,

The parties hereby agree to the following:

1. Sentara Albemarle Medical Center will provide temporary storage of bodies at their facility pending a decision on death investigation, examination by the medical examiner, transportation to an autopsy facility, notification of next of kin, or arrangements for final disposition.
2. The Hospital morgue will be used to store bodies whose deaths are under Medical Examiner jurisdiction as well as those bodies whose natural deaths do not fall under Medical Examiner jurisdiction.

3. In the event the number of bodies being stored in the Hospital morgue should exceed its capacity, the County will assist in finding alternative resources to expand the storage capacity.
4. Nothing in this MOU shall alter the Parties' respective responsibilities under N.C. Gen. Stat. Chapter 130A, Article 16 (postmortem investigation and Disposition, N.C. Gen. Stat. §130A-421) or under 10A NCAC 44.0101 through 10A NCAC 44.0501.

This MOU shall become effective upon signature by authorized officials from Sentara Albemarle Medical Center and the County of Perquimans and will remain in effect until terminated by one or both of the partners or modified by mutual consent.

This Memorandum of Understanding (MOU) is made and entered into as of this 6th day of September, 2016.

Contact Information

Partner name: Sentara Albemarle Medical Center
 Position: Coleen Santa Ana, President
 Address: 1144 N. Road Street
Elizabeth City, NC 27909
 Telephone: 252-335-0531
 E-Mail: lhammond@albamcarlehealth.org

Partner Signature _____

Date _____

Partner name: Perquimans County
 Position: Chair
 Address: P.O. Box 45
Hertford, NC 27944
 Telephone: 252-426-8484
 E-Mail: frankheath@perquimanscountync.gov

Partner signature _____

September 6, 2016
 Date _____

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 7:40 p.m. on motion made by Matthew Peeler, seconded by Edward R. Muzzulin.

 Janice McKenzie Cole, Chair

Clerk to the Board

CONTINUED QUASI-JUDICIAL HEARING

September 19, 2016

5:30 p.m.

The Perquimans County Board of Commissioners met to continue a Quasi-Judicial Hearing on Monday, September 19, 2016, at 5:30 p.m. in the Courtroom of the old Perquimans County Courthouse.

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

MEMBERS ABSENT: None

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

Chair Cole opened up the meeting and restated the purpose of the Quasi-Judicial Hearing and proceeded with the meeting. The two attorneys presented the following motions to the Board:

▪ **Motions/Responses of Attorneys:**

- **Motion in Limine to Exclude Testimony from Out of State Lay Witnesses:** Attorney Weber asked that the opponents in this proceeding have forecasted that they will offer lay testimony "from people all over the United States" regarding the alleged impact of wind energy projects in their home communities. He further stated that they did not know who or where these witnesses would be from. Because the proposed testimony from non-residents is not relevant to the Commission's decision on whether Applicant's Project meets the requirements of Section 903 of the Perquimans County Zoning Ordinance, Mr. Weber feels that this testimony would deprive Applicant of a fair proceeding and should be excluded from the proceedings.
- **Response to Motion in Limine to Exclude Testimony from Out of State Lay Witnesses:** Attorney Essick stated that the Applicant had not completed their case and that he has provided the Board with a written response to the motion and asked if the Chair would like to hold that until the appropriate time. Chair Cole said that he could share a short portion of his written response and would reserve the decision on the motion at this time.
- **Motion for Recusal of Matthew Peeler:** Attorney Campen presented a motion, including copies of Matthew Peeler's e-mails, to recuse Matthew Peeler from the proceedings due to the fact that he has made it clear that he opposes wind farms and feels that he would be biased against the applicant. Mr. Campen read portions of Mr. Peeler's e-mails into the record.
- **Response to Motion for Recusal of Matthew Peeler:** Attorney Essick introduced Colin McGrath who will be assisting them. Mr. Essick stated that they had just received a copy of the motion about 20-30 minutes ago. Therefore, he has not had time to read the motion, do his research, and prepare a written response to it. He made a few comments and then asked the Chair to allow them to prepare their written response to be presented within 24-48 hours.
- **Response to Request to Delay Action on this Recusal of Matthew Peeler:** Attorney Campen made additional comments regarding his motion and requested that the Chair make a ruling on his motion.

CLOSED SESSION

After both parties presented their motions and responses, Chair Cole stated that the decision on these motions needs to be made by the entire Board. Therefore, Ms. Cole made a motion to go into Closed Session to consult with the County attorneys about these issues to receive legal clarity. The motion was seconded by Edward R. Muzzulin and unanimously approved by the Board. The Board moved into the Jury Room to confer with their attorneys.

When the Board returned, Chair Cole stated that it was the Board's decision to allow the opposing attorney to prepare a written response to Applicant Attorney's motion to recuse Matthew Peeler from the proceedings. This response must be received by 5:00 p.m. on Wednesday, September 21, 2016.

CONTINUED QUASI-JUDICIAL HEARING

Chair Cole asked the witness, Charles J. Moody, III, Reality Services of Eastern Carolina, Inc., to take the witness chair. Mr. Essick cross-examined Mr. Moody. After Mr. Essick completed his cross-examination of Mr. Moody, Ms. Ross recrossed. At the end of the recrossed examination, the Chair called for a short break.

When they returned from the break, Mr. Weber called Dave Phillips, Director, Environmental Permitting, Apex Clean Energy, Inc., to the witness chair and proceeded with his examination.

ADJOURNMENT

After Mr. Phillips' testimony, Chair Cole continued the Quasi-Judicial Hearing until Tuesday, September 20, 2016, at 5:30 p.m. at the same location.

Janice McKenzie Cole, Chair

Clerk to the Board

CONTINUED QUASI-JUDICIAL HEARING

September 20, 2016

5:30 p.m.

The Perquimans County Board of Commissioners met to continue a Quasi-Judicial Hearing on Monday, September 20, 2016, at 5:30 p.m. in the Courtroom of the old Perquimans County Courthouse.

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

MEMBERS ABSENT: None

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

CONTINUED QUASI-JUDICIAL HEARING

After Chair Cole called the continued quasi-judicial hearing to order, she restated the purpose of the Continued Quasi-Judicial Hearing and proceeded with the meeting.

She further stated that the purpose of the quasi-judicial hearing is to consider competent material and substantial evidence on the application of the Ordinance to the CUP submitted by Timbermill Wind, LLC. The following witnesses gave testimony and were cross-examined:

- > Dave Phillips, Director, Environmental Permitting, Apex Clean Energy, Inc.
- > Dr. Christopher Olsson, Owner & Senior Environmental Health Scientist
- > Aisaa Cale, Land Asset Manager for Weyerhaeuser

Ms. Ross explained that this was their last witness and Mr. Campen requested that they be allowed ten minutes to confer with his colleagues to make sure all evidence has been presented. Mr. Campen said that they had no further evidence to present. Chair Cole said that we would adjourn at this time and reconvene tomorrow at 5:30 p.m. At that time, the Board will consider the motions presented at last night's meeting prior to Mr. Essick's first witness. She asked that all written responses be presented to them by 5:00 p.m. tomorrow.

ADJOURNMENT

The Quasi-Judicial Hearing was continued to September 21, 2016 at 5:30 p.m.

Janice McKenzie Cole, Chair

Clerk to the Board

CONTINUED QUASI-JUDICIAL HEARING

September 21, 2016

5:30 p.m.

The Perquimans County Board of Commissioners met to continue a Quasi-Judicial Hearing on Monday, September 21, 2016, at 5:30 p.m. in the Courtroom of the old Perquimans County Courthouse.

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

MEMBERS ABSENT: None

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

After Chair Cole called the continued quasi-judicial hearing to order, she restated the purpose of the Continued Quasi-Judicial Hearing and proceeded with handling the motions/responses of attorneys that were presented at their September 20, 2016 meeting.

• **Motions/Responses of Attorneys:**

- > **Motion to Dismiss the Application:** Attorney Johnson presented the Motion to Dismiss the Application due to it not being complete because the application did not include an Environmental Assessment as required by Perquimans County's Zoning Ordinance.
- > **Response to Motion to Dismiss the Application:** Mr. Campen responded to Mr. Johnson's motion.
- > **Chair Cole's Response to Motion to Dismiss the Application:** Chair Cole stated that she would take it under advisement until she has had an opportunity to consider the lengthy memo.
- > **Motion to Deny Application for Failure to Meet Burden:** Attorney Essick presented the Motion to Deny Application for Failure to Meet Burden due to the fact that the applicant has not provide sufficient evidence that this facility complies with the following sections of 903 of Perquimans County's Zoning Ordinance: (c) That the use will not substantially injure the value of adjoining or abutting property, or that the use is a public necessity; and (d) That the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the Perquimans County Land Use Plan.
- > **Response to Motion to Deny Application for Failure to Meet Burden:** Ms. Ross responded to Mr. Essick's Motion to Deny Application for Failure to Meet Burden.
- > **Response to Ms. Ross' Response:** Mr. Essick responded briefly to Ms. Ross' response.

CLOSED SESSION

After both parties presented their motions and responses, Chair Cole made a motion to go into Closed Session to consult with the County attorneys about these issues to receive legal clarity. The motion was seconded by Edward R. Muzzulin and unanimously approved by the Board. The Board moved into the Jury Room to confer with their attorneys.

When the Board returned, Chair Cole explained that, under advice of counsel, the two (2) motions, Motion to Dismiss the Application and Motion to Deny Application for Failure to Meet Burden will be taken up by the whole Board. In light of that, Ms. Cole explained that the Board would move on the Motion for Recusal of Matthew Peeler first. Attorney Campen presented his motion at the September 19, 2016 meeting. Ms. Cole cautioned the public to keep the proceedings orderly and requested Sheriff Eric Tilley to proceed to remove anyone that will disrupt the proceedings. Chair Cole then asked Mr. Essick to present his response to this motion. Attorney Campen responded to Mr. Essick's response. Chair Cole asked Commissioner Peeler if he would like to make a comment. Mr. Peeler did make a short statement. At this point, Chair Cole opened up for discussion from the Board. Comments were made by Chair Cole, Commissioners Leigh, Muzzulin, Nelson, and Jones made their statements. During his comments, Commissioner Nelson asked Mr. Peeler if he could explain how he could be objective after reading some of his comments in these e-mails. Mr. Peeler said that, during his term on this Board, he has voted on four (4) solar farms. Of the four (4) solar farms, he voted for one (1) and against (3) because the one solar farm followed the procedures laid out in the County's Ordinance. After reading the statement read during the first night of hearings in August, she asked the Board to decide whether or not Commissioner Peeler should be recused from these proceedings. After consulting with the County's attorney, she said that Mr. Peeler did provide the information prior to the hearings through the public records request. With that being said, Chair Cole called for a vote on the motion to recuse Commissioner Peeler. The Motion to Recuse Commissioner Peeler was approved by a vote of three (3) to two (2) with Commissioners Nelson and Jones voting against the motion. Commissioner Peeler was recused from the proceedings and he left the table prior to any further action being taken.

Chair Cole then addressed the Motion to Dismiss the Application as incomplete. Ms. Cole stated that the Board has had an opportunity to read the motion and opened the floor for discussion. Commissioners Jones, Nelson, Muzzulin, and Leigh made some comments. Chair Cole asked if there were any more comments from the Board. There being none, she called for a vote. The Motion to Dismiss the Application as incomplete was denied with all Commissioners voting against the motion.

Chair Cole then addressed the Motion to Deny Application for Failure to Meet Burden. Ms. Cole again stated that the Board has had an opportunity to read the motion and opened the floor for discussion. Commissioners Jones and Nelson made some comments. Chair Cole asked if there were any more comments from the Board. There being none, she called for a vote. The Motion to Deny Application for Failure to Meet Burden was denied with all Commissioners voting against the motion.

CONTINUED QUASI-JUDICIAL HEARING

Chair Cole asked Mr. Essick if they were ready to proceed with calling their first witness. Mr. Johnson asked if they could take a short break to set up the projector. Attorney Weber asked Chair Cole to take action on their Motion in Limine to Exclude Testimony from Out of State Lay Witnesses before Mr. Essick calls his first out-of-state witness. Mr. Johnson explains that he would like to complete his examination of three witnesses before the end of the night. Chair Cole asked how many witnesses they had. Mr. Essick said five (5) to six (6) individuals. Chair Cole said that she believed that the Motion in Limine was a motion that the Chair could act on. Therefore, Ms. Cole stated that she was going to deny their Motion in Limine to Exclude Testimony from Out of State Lay Witnesses and stated that, once the testimony begins, the applicant's attorney could object stating their grounds for the objection and she could consider it at that time. Chair Cole granted a short recess to allow Mr. Essick to set up his projector.

After the break, Chair Cole asked Mr. Johnson to call his first witness which was Robert W. Rand, Principal Consultant, Rand Acoustics.

ADJOURNMENT

The Continued Quasi-Judicial Hearing was continued to a date and time to be announced.

Janice McKenzie Cole, Chair

Clerk to the Board



107 N. Front Street
 Post Office Box 7
 Hertford, NC 27944

Phone: (252) 426-7010
 (252) 426-5564
 Fax: (252) 426-3624

PERQUIMANS COUNTY TAX DEPARTMENT

September 27, 2016

Tax Releases: (Perquimans County)

Barbara Fethrman **\$446.03**
 In error; didn't receive senior citizens exemption in the
 amount of \$78,250
 acct # 357700

Curtis & Dorothy Hall **\$256.50**
 In error; didn't receive disabled veterans exemption in the
 amount of \$45,000
 acct # 244938

Vernon & Essie Davis **\$142.50**
 In error; didn't receive senior citizens exemption in the
 amount of \$25,000
 acct # 503240

Brittany Perry Jacobs **\$256.50**
 In error; didn't receive disabled veterans exemption in the
 amount of \$45,000
 acct # 429901

David Parker etal **\$206.34**
 Billed at incorrect assessment
 acct # 527084

William & Catherine Walker **\$142.50**
 In error; didn't receive senior citizens exemption in the
 amount of \$25,000
 acct # 517400

Mildred A. Henry \$468.55

A new parcel was set out of 2-D070-0101-BF, new parcel # is 2-D070-0101A-BF. Pearson Appraisal did not pick up this change. Bethel Fishing center was doubled billed and other improvements were picked up incorrectly.
acct # 256073

Mildred A. Henry \$140.79

Mrs. Henry's senior citizens discount was applied to the wrong parcel in error. 2-D070-0003A-BF
acct # 256073

Albemarle Trucking Inc \$328.32

Per Mr. Gregory, his 2015 Western Trailer valued at \$57,600 is listed in Maine.
acct # 356608

Jeanette Elmore \$251.64

In error; didn't receive senior citizens exemption in amount of \$46,600. Parcel 5-D040-0216A-W
acct # 539191

Jeanette Elmore \$265.62

In error; didn't receive senior citizens exemption in amount of \$46,600. Parcel 5-D040-0210-W
acct # 539191

Tax Refunds: (Perquimans County)**David & Teresa Hepburn** **\$418.64**Credit balance on account
acct # 357170**Stephen Hoffman** **\$425.50**Credit balance on account
acct # 258880**Catherine E. Morton** **\$150.16**Credit balance on account
acct # 429702**Anthony Grandinette** **\$251.08**Credit balance on account
acct # 429729**David William Stone** **\$107.77**CKJ-9763 (2014 Toyota) surrendered on 9/19/16; expires
7/31/17; 10 month refund

Bill Jennings
Perquimans County Tax Administrator
PO Box 7
Hertford, NC 27944
252-426-7010

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper, and play.

Frank Heath

Perquimans County Commissioners

I am giving you this letter to inform you of my intent to retire on December the 31st of 2016. I can't believe it's already been over 30 years since I started in the water business. I have so many people to thank over these years I don't know where to begin to start except with the current county commissioners and county manager.

I would like to personally thank each and every one of you for being so supportive of me especially since I became a dept. head. You made my job easier by supporting us in our growth process and working toward being more pro active and not a reactive organization.

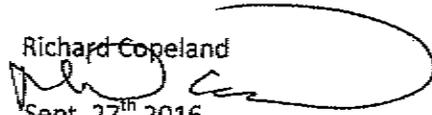
There are not a lot people who at the end of their career can say that I had the chance to stay at home and work and support my community for over 30 years, I am so proud I did this. So with that said I will still be around and will be glad to help the water dept. as long as I can.

When we hired Nick and now Roy we have young certified people who can run and operate our water system for years to come, and I think they are loyal people who will try and do the right thing always.

God bless you all and God bless Perquimans County.

Sincerely

Richard Copeland



Sept. 27th 2016

EMPLOYMENT ACTION FORM

DATE SUBMITTED: September 28, 2016

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Zeb Daneker

SOC. SEC. NO.: _____

POSITION: Telecommunicator

DEPT.: 911 Communications

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

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ 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
Date RAISE. (YEAR 2 3 4)
GRADE: _____ STEP: _____ SALARY: _____

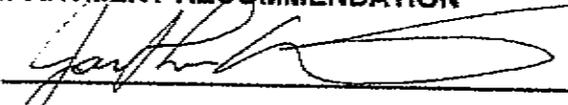
_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

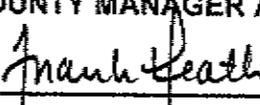
10-1-16 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 60 STEP: 4 SALARY: \$13.15 per hr

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 RECOMMENDATION

COUNTY MANAGER APPROVAL


DATE: 9-28-16


DATE: 9/28/16

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: September 28, 2016

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Richard Thrasher

SOC. SEC. NO.: _____

POSITION: EMT-I

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ 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. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
Date

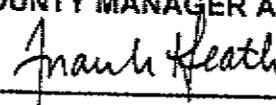
10-1-16 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 2 SALARY: \$33,921

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 RECOMMENDATION

COUNTY MANAGER APPROVAL





DATE: 9-28-16

DATE: 9/28/16

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 9/26/16

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: ERNEST SWANNER

SOC. SEC. NO.: _____

POSITION: COLE ENFORCEMENT OFFICER

DEPT.: INSPECTION

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR (1) 2 3 4 (CIRCLE)

9/26/16 DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS.
Date GRADE: 61 STEP: 1 SALARY: 27,220

_____ DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: _____ STEP: _____ SALARY: _____

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.
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 RECOMMENDATION

Duyn Pau

DATE: 9-26-16

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 9/27/16

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: September 27, 2016

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Shawneeka M. Jordan

SOC. SEC. NO.: _____

POSITION: Deputy

DEPT.: Register of Deeds

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 58 STEP: 4 SALARY: \$25,045

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

12/17/2015 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4) GRADE: 58 STEP: 5 SALARY: \$25,657

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

10/1/2016 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: 58 STEP: 5 SALARY: \$25,657

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 RECOMMENDATION
Jacqueline S. Truison
DATE: September 27, 2016

COUNTY MANAGER APPROVAL
Frank Heath
DATE: 9/27/16

FINANCE OFFICER

DATE: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: LeAnne Hamilton

SOC. SEC. NO.: _____

POSITION: Secretary

DEPT.: Sheriff

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

CURRENT: GRADE: 60 STEP: 5 SALARY: \$28,017

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ 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 EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
GRADE: 60 STEP: 6 SALARY: \$28,717

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 RECOMMENDATION

COUNTY MANAGER APPROVAL

Michelle Tilley

Frank Heath

DATE: 9-26-16

DATE: 9/27/16

FINANCE OFFICER

DATE: _____

Mary Hunnicutt

From: Brandi Jordan <bjordan@accog.org>
Sent: Monday, September 26, 2016 10:51 AM
To: Mary Hunnicutt
Cc: office@pcseniors.org
Subject: RE: Adult Care Home Advisory Committee

Pending Delphine's response regarding her willingness or ability to continue to serve on this committee, I am requesting that the Board of Commissioners consider her for another 3 year term. She has been an asset to the committee and works well with the other members to continue to serve the long-term care community in your county.

Brandi

From: Mary Hunnicutt [<mailto:mhunnicutt@perquimanscountync.gov>]
Sent: Monday, September 26, 2016 9:25 AM
To: Brandi Jordan
Subject: FW: Adult Care Home Advisory Committee

Sorry, 8:00 a.m. tomorrow morning.

Thanks.
 Mary

From: Mary Hunnicutt [<mailto:mhunnicutt@perquimanscountync.gov>]
Sent: Monday, September 26, 2016 9:24 AM
To: 'Brandi Jordan'
Cc: Delphine Madre
Subject: Adult Care Home Advisory Committee

Brandi, according to our records, Delphine Madre's term on the above referenced committee is due to expire on September 30, 2016. Is she still eligible to serve and is she still willing to serve? I have also copied her with this e-mail. Please forward me an e-mail requesting that she be reappointed to another 3-yr term. I know that this is late notice, but I need this by 8:00 a.m.

Thanks.

Mary P. Hunnicutt
 Clerk to the Board
 Perquimans County
 P.O. Box 45
 Hertford, NC 27944
 Phone: (252) 426-8484
 Fax: (252) 426-4034
 E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:
 To be a community of opportunity in which to live, learn, work, prosper and play.

Mary Hunnicutt

From: Sheriff Eric Tilley <etilley@perquimanscountync.gov>
Sent: Monday, September 26, 2016 9:42 AM
To: Mary Hunnicutt
Subject: Re: SPCA Rep on Animal Control Board

that is fine

From: Mary Hunnicutt
Sent: Monday, September 26, 2016 9:26 AM
To: Eric Tilley ; 'LeAnne Hamilton'
Subject: SPCA Rep on Animal Control Board

Eric, according to our records, Bethany Thompson's term on the above referenced committee is due to expire on September 30, 2016. Is she still eligible to serve and is she still willing to serve? Please forward me an e-mail requesting that she be reappointed to another 3-yr term. I know that this is late notice, but I need this by 9:00 a.m.

Thanks.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicutt@perquimanscountync.gov

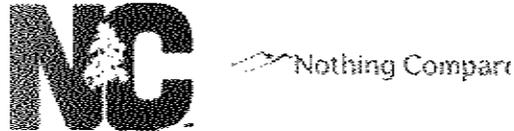
Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper and play.

From: Mathis, Lynn [mailto:lynn.mathis@ncdenr.gov]
Sent: Monday, September 26, 2016 1:56 PM
To: Donna Godfrey; 'Mary Hunnicutt'; 'Rhonda Money'; 'Frank Heath'
Cc: Lynn Mathis
Subject: RE: Board of Adjustments

Good Afternoon:

Short of there being an opening on the Planning Board, yes I am happy to continue on the BOA.

Lynn W. Mathis
Field Specialist
NC Department of Environmental Quality
NC Division of Coastal Management
Elizabeth City District Office
1367 US 17 South
Elizabeth City, North Carolina 27909
(252) 264-3901 (Ext. 234)
FAX. (252) 264-3723



From: Mary Hunnicutt [mailto:mhunnicutt@perquimanscountync.gov]
Sent: Monday, September 26, 2016 9:33 AM
To: Donna Godfrey; Rhonda Money; Frank Heath
Cc: lynn.mathis@ncdenr.gov
Subject: Board of Adjustments
Importance: High

Donna, Frank, & Rhonda,

According to our records, Lynn Mathis' term on the above referenced committee is due to expire on September 30, 2016. Is she still eligible to serve and is she still willing to serve? I have copied her on this e-mail. Please forward me an e-mail requesting that she be reappointed to another 3-yr term. I know that this is late notice, but I need this by 9:00 a.m.

I know that Donna has been in and out of the office. That is why I also sent this to Frank & Rhonda. I just wanted to make sure that, during your conversations with Donna, we need to mention this to her.

Thanks.

Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicutt@perquimanscountync.gov

Perquimans County's Vision:
To be a community of opportunity in which to live, learn, work, prosper and play.

**BOARD OF TRUSTEES FOR FIRE DEPARTMENT
APPOINTMENTS – OCTOBER 3, 2016**

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Baker, Julian	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/2016
Winslow, Wade	Board Trustees for Belvidere/Chappell Hill Fire Dept.	Reappointment	1 yr.	10/1/2016
Hobbs, Benjamin	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/2016
Muzzulin, Edward	Board Trustees for Bethel Fire Dept.	Reappointment	1 yr.	10/1/2016
Chappell, Laurence	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/2016
Ownley, Wallace	Board Trustees for Durant's Neck	Reappointment	1 yr.	10/1/2016
Boyce, Jonathan	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/2016
Swayne, Robert D.	Board Trustees for Inter-County Fire Dept.	Reappointment	1 yr.	10/1/2016

STATEMENT OF INTEREST TO SERVE

If you are a Perquimans County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Perquimans County Board of Commissioners
c/o Clerk to the Board
P.O. Box 45
Hertford, NC 27944

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

- 1. Nursing Home Advisory Committee _____ 3Home & Community Care Block Grant
- 2. Social Services Board _____ 4. Greater Albemarle Chapter of American Red_Cross

Your full name Kisha La-Rae Darden _____

Date of Birth August 30, 1976 _____

Mailing Address 313 Dobbs Street _____

City and Zip Code Hertford NC 27944 _____

Home Phone 252-312-8868 _____ Work Phone 252-320-4074 _____ Cell Phone 252-312-8868 _____

Current Job Title: Program Coordinator _____

Company or Agency Trillium Health Resources _____

Email Address: Larae001@hotmail.com or Ethicaltrainersconsulting@gmail.com _____

Do you live in the county? Yes No

Please list the name of your Township: Hertford _____
(This information can be obtained from the Tax Office at (252) 426-7010)

Educational Background Bachelor of Science: Criminal Justice (Elizabeth City State University) _____
Master of Public Administration (Troy University) _____

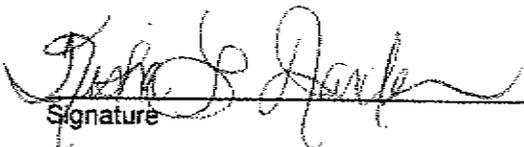
Work Experience Project Coordinator, Transition Coordinator, Program Manager (see resume) _____

Prior Board/Committee Experience 2016-17Hertford NC, Perquimans Schools, School Health Advisory Council

- 2015-2016 :Hertford NC, Perquimans Schools, School Health Advisory Council-Chair
- 2015-2016 :Hertford NC, Perquimans County Schools, Strategic Planning Committee
- 2015-2016 :Hertford Grammar School, Vice President PTA & School Improvement Team member
- 2010-2011 :Central School, Winfall NC, Vice President PTA & School Improvement Team member
- 2008-2010 :Winfall, NC Served on the Town of Winfall Planning and Zoning Board

This "Statement of Interest to Serve" will remain active for two (2) years from date received in the County Manager's Office.

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences as set forth by the by-laws or rules for that Board.


Signature

9-19-16
Date

Please feel free to attach a resume or additional information if so desired.

STATEMENT OF INTEREST TO SERVE

If you are a Perquimans County resident and would like to volunteer your time and expertise to your community, please complete and return to:

Perquimans County Board of Commissioners
c/o Clerk to the Board
P.O. Box 45
Hertford, NC 27944

Please list in order of preference the Boards and Commissions for which you would be willing to serve:

- 1. NURSING HOME ADVISORY
- 2. HOWAN HOSPITAL FOUNDATION
- 3. AGING ADVISORY COUNCIL
- 4. ALBEMARLE DISTRICT JAIL

Your full name LINDA ELAINE SWAIN

Date of Birth 08-15-1951

Mailing Address 134 LAUREL ST

City and Zip Code HERTFORD NC 27944

Home Phone NA Work Phone _____ Cell Phone 252-333-0324

Current Job Title RETIRED RN / VOLUNTEER SHIP COUNCILOR

Company or Agency _____

Email Address MADLINE@MEDIACOMB.BB.NET

Do you live in the county? Yes No

Please list the name of your Township BETHEL

(This information can be obtained from the Tax Office at (252) 426-7010)

Educational Background 5YR COLLEGE AS NURSING

Work Experience 20 YRS TRAUMA/ER TRADEL RN

7 YRS PRISON RN

Prior Board/Committee Experience NONE

This "Statement of Interest to Serve" will remain active for two (2) years from date received in the County Manager's Office.

If I am appointed to serve on one or more boards, I will agree by signing an Affirmation of Understanding, to attend the required number of meetings each calendar year and not to exceed unexcused absences as set forth by the by-laws or rules for that Board.

Linda E Swain
Signature

SEPT-01-2011
Date

Please feel free to attach a resume or additional information if so desired.

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 2

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF OCTOBER, 2016, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	24,584	
10-610-454	Child/Daycare	24,584	
EXPLANATION: To budget actual Daycare Funds to be received in FY 16/17 as approved by the State.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 3rd DAY OF OCTOBER, 2016.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF OCTOBER, 2016.

 Chairman, Board of Commissioners

 Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 3

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF OCTOBER, 2016, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-033	State Grants - Senior Medicare	3,278	
10-615-146	SHIP (Senior Health Insurance Information Program)	3,278	
EXPLANATION: To budget exact amount (\$3,278) to be received in SHIP for FY 16/17.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 3rd DAY OF OCTOBER, 2016.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF OCTOBER, 2016.

Chairman, Board of Commissioners

Finance Officer

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
COUNTY CONSTRUCTION FUND
NO. 4

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 3rd DAY OF OCTOBER, 2016, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2016 - 2017 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
50-348-003	Ward Bequest	600,000	
50-000-711	Capital Ward School/Library	600,000	
EXPLANATION: To budget bequest of Charles Ward for FY 16/17.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 3rd DAY OF OCTOBER, 2016.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 3rd DAY OF OCTOBER, 2016.

 Chairman, Board of Commissioners

 Finance Officer

County Management Records Retention Schedule Amendment

Amending the County Management Records Retention and Disposition Schedule published April 15, 2013.

STANDARD 6. EMERGENCY SERVICES RECORDS

Amending Item 1, 911 Recordings as shown on substitute page 43 and Item 13, Emergency Notifications as shown on substitute pages 45 and 45a.

APPROVAL RECOMMENDED

Chief Administrative Officer/
County Manager

Sarah E. Koonts

Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

Chairman
Board of County Commissioners

Susan W. Kluttz

Susan W. Kluttz, Secretary
Department of Natural and Cultural
Resources

County: _____

October 1, 2016

STANDARD-6. EMERGENCY SERVICES RECORDS
 Official records explaining the authority, operating philosophy, purposed methods, and primary functions of emergency services programs.

STANDARD-6: EMERGENCY SERVICES RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
1.	911 RECORDINGS Tapes, digital recordings, and text messages generated by 911 calls.	Destroy in office after 30 days, if not made part of a case file.*	G.S. §132-1.4(i) Comply with applicable provisions of G.S. §132-1.5 regarding the confidentiality of automatic identification information contained in 911 database.
2.	911 COMMUNICATION RECORDS Transcripts of 911 calls received and computer-aided dispatch (CAD) reports. Reports may list time and date of call, contents of call, location of call, name of unit dispatched, and other related information.	Destroy in office after 3 years, if not made part of a case file.*	Comply with applicable provisions of G.S. §132-1.4(c)(4) regarding the confidentiality of the identity of complaining witnesses.
3.	911 FILE Information regarding the implementation, training, and operations of the 911 system.	Destroy in office after 5 years.	
4.	ACTIVITY REPORTS Reports on an individual, shift, project, and other basis submitted on a daily, weekly, or other basis.	Destroy in office after 3 years.	

*See AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS, page vi.
 † See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

STANDARD-6: EMERGENCY SERVICES RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
11.	DISASTER AND EMERGENCY MANAGEMENT PLANS Records concerning preparedness, evacuations, and operations in the event of a disaster (natural, accidental, or malicious). Includes, but is not limited to, official copy of comprehensive plan and all background surveys, studies, reports, and draft versions of plans.	Retain plans until superseded; destroy in office background surveys, studies, reports, and drafts 3 years after adoption of plan or when superseded or obsolete, whichever comes first.	Comply with applicable provisions of G.S. §132-1.7 regarding the confidentiality of security records.
12.	DISPATCH RECORDINGS Recordings made of activities during an emergency services dispatch.	Destroy in office after 30 days, if not made part of a case file.*	
13.	EMERGENCY NOTIFICATIONS Records of emergency notifications. Includes automatic identification information, such as the name, address, and telephone numbers of telephone subscribers, or the e-mail addresses of subscribers to an electronic emergency notification or reverse 911 system.	Destroy in office when superseded or obsolete.	Comply with applicable provisions of G.S. §132-1.5 regarding the confidentiality of automatic identification information contained in 911 database.
14.	EVACUATION PLANS	Destroy in office when superseded or obsolete.	
15.	FIRE ALARM AND AUTOMATIC EXTINGUISHER FILE Certificates, licenses, and insurance certificates of companies that perform installations of fire alarm and automatic extinguishing systems.	Destroy in office when superseded or obsolete.	
16.	FIRE ALARM JOURNAL Journal or other listing of alarms answered by the fire department.	Destroy in office after 3 years.	

*See AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

STANDARD-6: EMERGENCY SERVICES RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
17.	FIRE DISPATCH FILE Records relating to fire dispatch zones. May include maps of fire dispatch zones, census tract information, annexation research, street closings, and other related material.	Destroy in office when superseded or obsolete.	

*See AUDITS, LITIGATION, AND OTHER OFFICIAL ACTIONS, page vi.
 † See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Cultural Resources has scheduled with the disposition instruction "destroy when administrative value ends." Please use the space provided.

**County Sheriff's Office
Records Retention Schedule Amendment**

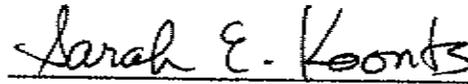
Amending the County Sheriff's Office Records Retention and Disposition Schedule published November 15, 2015.

STANDARD 8. PROGRAM OPERATIONAL RECORDS: SHERIFF RECORDS

Amending Item 10, Audio and Video Recordings, as shown on substitute page 57.

APPROVAL RECOMMENDED

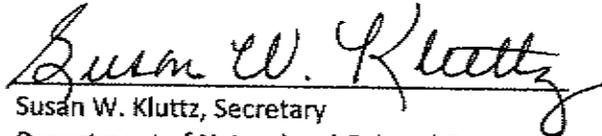
County Sheriff



Sarah E. Koonts, Director
Division of Archives and Records

APPROVED

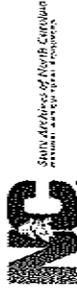
Chairman, Bd. of County Commissioners



Susan W. Kluttz, Secretary
Department of Natural and Cultural Resources

County: _____

October 1, 2016



8 - Sheriff Records

STANDARD-8. PROGRAM OPERATIONAL RECORDS: SHERIFF RECORDS			
ITEM #	RECORD SERIES TITLE	DISPOSITION INSTRUCTIONS	CITATION
10. 	<p>AUDIO AND VIDEO RECORDINGS Tapes and digital recordings generated by mobile and fixed audio and video recording devices.</p> <p>Does not include ELECTRONIC RECORDINGS OF INTERROGATIONS (JUVENILE OR HOMICIDE), page 65, item 35.</p>	<p>a) Destroy in office after 30 days if not made part of a case file.*</p> <p>b) If records are made part of a case file follow disposition instructions for CASE HISTORY FILE: FELONIES, page 57, item 11; or CASE HISTORY FILE: MISDEMEANORS, page 58, item 12.</p>	Confidentiality: G.S. § 132-1.4A
11. 	<p>CASE HISTORY FILE: FELONIES Includes investigative reports, complaint reports, fingerprint cards, original arrest reports, copies of warrants, special expenditure reports, statements of seized and returned property, interview sheets, case status reports, photographs, court orders, correspondence; officer's notes, laboratory tests, court dispositions, audio or video recordings, and other related records.</p> <p>See also ELECTRONIC RECORDINGS OF INTERROGATIONS (JUVENILE OR HOMICIDE), page 65, item 35.</p>	<p>a) Destroy in office records concerning solved cases after 20 years.*</p> <p>b) Retain in office records concerning unsolved cases until solved, and then follow disposition instructions in part (a).</p>	Confidentiality: G.S. § 132-1.4

* No destruction of records may take place if audits or litigation are pending or reasonably anticipated. See **AUDITS, LITIGATION, AND OTHER OFFICIAL ACTION**, page vi.

† See signature page. The agency hereby agrees that it will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "destroy when reference value ends." Please use the space provided.

From: Donna Jones [mailto:mrsdonna11@gmail.com]
Sent: Monday, September 12, 2016 8:54 AM
To: Mary Hunnicutt
Subject: Re: Perquimans County, NC: Presenter at next meeting

Yes, she is presenting us with the grant that I applied for in the amount of \$1000.

On Mon, Sep 12, 2016 at 8:53 AM, Mary Hunnicutt <mhunnicutt@perquimanscountync.gov> wrote:

Donna,

She is presenting information on a grant that Mentoring Focus is receiving or applying for, correct?

Thanks.
Mary

-----Original Message-----

From: Donna Jones [mailto:mrsdonna11@gmail.com]
Sent: Monday, September 12, 2016 8:30 AM
To: mhunnicutt@perquimanscountync.gov
Subject: Perquimans County, NC: Presenter at next meeting

Hi Mary, sorry I didn't email this on Friday, I got busy and forgot. Mrs. Peele's information for the community garden grant presentation is as follows:

Natalie Jenkins Peel
Regional Director, Northeast Region
North Carolina Community Foundation
204 S. Poindexter Street, Elizabeth City, NC 27909 www.nccommunityfoundation.org
[252.216.8908](tel:252.216.8908) direct
[919.828.4387](tel:919.828.4387) main
[919.827.0749](tel:919.827.0749) fax

Have a great day!
Donna Jones
Perquimans County Mentoring Focus/Restitution
[252-426-3100](tel:252-426-3100)



107 N. Front Street
Post Office Box 7
Hertford, NC 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-3624

**PERQUIMANS COUNTY
TAX DEPARTMENT**

SEPTEMBER 2016- ENFORCED COLLECTIONS

PAYMENT AGREEMENTS: \$8,095.63

GARNISHMENTS: \$6,658.75

DEBT SETOFFS: \$0.00



PERQUIMANS COUNTY BOARD OF COMMISSIONERS

JANICE MCKENZIE COLE
CHAIR
T. KYLE JONES
VICE CHAIRMAN
FONDELLA A. LEIGH
EDWARD R. MUZZULIN
WALLACE E. NELSON
MATTHEW PEELER
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

MARY P. HUNNICUTT
CLERK TO BOARD
W. FRANK HEATH, III
COUNTY MANAGER

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

NORTH CAROLINA COUNTY OF PERQUIMANS

RESOLUTION OF THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY

WHEREAS under authority of North Carolina General Statutes Section 75A-15(a) any subdivision of the State of North Carolina may at any time, after public notice, make formal application to the Wildlife Resources Commission for special rules and regulations with reference to the safe and reasonable operation of vessels on any water within its territorial limits.

WHEREAS the Yeopim Creek in and around the Bethel Township is within the territorial limits of Perquimans County, and

WHEREAS the safety for property owners adjacent to the current no-wake zone has come into question by those citizens and other concerned with wakes created by boats and personal watercraft operating at high speeds, and

WHEREAS the narrow portion of the Yeopim Creek that flows through the area referenced in this resolution makes it dangerous for canoers and kayakers who use the creek in this area, and swimmers, to be in such close contact with power boaters operating their vessels at higher than necessary speeds, and

WHEREAS the Board of Commissioners of Perquimans County has received a signed petition by the residents along the Bethel Creek requesting to establish a no-wake zone, and

WHEREAS the Board of Commissioners of Perquimans County wishes to establish the No-Wake zone per the attached map or as described as follows:

To establish a No-Wake Zone for the part of the body of water known at Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township starting at N 36° 6.796' W 76° 25.892' (near the mouth of the Yeopim River) to N 36° 6.718' W 76° 25.892'.

BE IT RESOLVED that in accordance with G.S. 75A-15, the Board of Commissioners of Perquimans County requests the North Carolina Wildlife Resources Commission to promulgate special rules and regulations with reference to safe and reasonable operation of vessels on the waters of the areas listed above and noted on the attached map located in said County, the pertinent substance of which proposed regulations is as follows: a No-Wake Zone for the part of the body of water known as Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township starting at N 36° 6.796' W 76° 25.892' (near the mouth of the Yeopim River [adjacent to Heritage Shores North]) to N 36° 6.718' W 76° 25.892' as shown on the attached map which falls within the limits and regulations of the N.C. Wildlife Commission.

BE IT FURTHER RESOLVED that the said Board of Commissioners request that said Commission to promulgate regulations fully implementing the Uniform Waterway Marker System in all of the waters of the said County.

ADOPTED this the 3rd day of October, 2016.

SEAL

By: _____

Janice McKenzie Cole, Chair
Perquimans County Board of Commissioners

CERTIFICATION

This is to certify that the above is a true and exact copy of a resolution adopted by the Perquimans County Board of Commissioners at the regular meeting held in the Perquimans County Courthouse Annex on October 3, 2016. The same appears on record in Minute Book 14, Page _____ of the said Commission and filed in the Perquimans County Registry.

Clerk to the Board of Commissioners of
Perquimans County

North Carolina Wildlife Resources Commission

Application for Placement of No Wake Zone Markers Under the U.S. Aids to Navigation System on Navigable Waters of the State of North Carolina.

1. Governmental Unit: Perquimans County Date: October 3, 2016
 Mailing Address: P.O. Box 45 Phone # (252) 426-8484
Hertford, NC 27944

2. In accordance with G.S. 75A-15, the above-named local governing unit hereby applies to the North Carolina Wildlife Resources Commission for a No Wake Zone in the following waters:
 Body of Water: Yeopim River
 Popular Name (if any): Yeopim Creek
GPS Coordinates: N 36° 6.796' W 76° 25.892' (near the mouth of the Yeopim River [adjacent to Heritage Shores North]) to N 36° 6.718' W 76° 25.518'
Describe Area: body of water known as Yeopim Creek located off Yeopim River (adjacent to Heritage Shores North) in Bethel Township starting at N 36° 6.796' W 76° 25.892' (near the mouth of the Yeopim River [adjacent to Heritage Shores North]) to N 36° 6.718' W 76° 25.518'

Safety Hazard Prompting Request: (No Wake Zones will only be approved when evidence shows a danger to public safety) Please attach a detailed summary of the hazardous conditions in the proposed area.

Note: Applicant must attach a copy of a map of the area to be marked. Maps should be sufficiently clear that a person who is unfamiliar with the area can locate the area that is intended to be designated a No Wake Zone. Landmark names and GPS coordinates required.

3. Please include the following:
 - a. A certified copy of the resolution from the above-named governmental unit:
 - (1) requesting the special rules and regulations for the waters named in Item 2 and,
 - (2) stating that public notice, its date and media source, was given of the intention to make application to the Wildlife Resources Commission for the regulations which are being proposed.
 - b. A draft of the proposed regulations.
 - c. A copy of a map of the waters concerned showing the exact location and type and number of waterway markers which will be necessary for the enforcement of the proposed regulations.
 - d. Estimated cost of placement of markers (buoys, signs, anchoring system, pilings if applicable). The North Carolina Wildlife Resource Commission is required to report the fiscal impact of any Rule. If purchase, erection or maintenance of the markers is to be by someone other than the governmental unit, a memorandum identifying that person or entity is attached. The North Carolina Wildlife Resources Commission or its designee shall be responsible for the placement and maintenance of regulatory markers in accordance with the United States Aids to Navigation System, including any costs associated with purchase and/or maintenance of markers (buoys, signs, anchoring system, pilings). An unmarked No Wake Zone is unenforceable.

4. It is understood that the regulations promulgated by the North Carolina Wildlife Resources Commission for the placement of waterway markers in federally controlled waters requires concurrence by the United States Army Corps of Engineers.

5. No wake zone markers shall comply in color, shape and structural design with the U. S. Aids to Navigation System and thereafter be maintained in good condition. Such markers shall be erected or installed within sixty days after receipt of notification of the last such official action.

Criteria for Maps Attached with Application

On attached maps please indicate or identify the following items if they apply to the proposed no wake zone:

1. Average Depth of Water
2. Width of Waterway
3. Areas of Obstructed Vision (Identify on Map)
4. Known Navigational Hazards (Identify on Map)
5. Structures within Designated Area (Dams, Spillway, Flood Control Structure)
6. Congestion/Traffic (Low, Moderate, Heavy)
7. Designated Recreational Area
8. Public Vessel Access
9. GPS coordinates of proposed No Wake Zone

For structures that extend above the water (bridges, R/R trestle, Power Lines, etc.), please include clearances between high watermark and bottom of structure.

From: Haywood, Betsy [mailto:betsy.haywood@ncwildlife.org]
To: 'frankheath@perquimanscountync.gov' [mailto:frankheath@perquimanscountync.gov]
Cc: Huebner, Chris A. [mailto:chris.huebner@ncwildlife.org], Beardsley, Johnathan C [mailto:john.beardsley@ncwildlife.org]
Sent: Tue, 02 Aug 2016 09:27:47 -0500
Subject: Perquimans County Investigation of Water Safety Rule for Yeopim Creek

Dear Mr. Heath,

Our Enforcement staff have investigated your inquiry about a possible no wake zone on a portion of Yeopim Creek. They found several safety hazards in the area, the most significant of which was a recent fatality. They state that obstructions such as private docks exist, as well as a narrow channel with two blind turns.

If Perquimans County would like to proceed with an application I have included a D-1 application form. If you will please hold a public hearing and send me a certified Resolution requesting that the Wildlife Resources Commission promulgate rulemaking for that area of Yeopim Creek we will proceed. Include with your application the map. If there are landmarks and GPS coordinates for the beginning and end of the proposed zone I will add those to the text description of the area. Enforcement estimates that approximately 2000 feet would become a no wake zone. Also please let me know whose responsibility it will be to purchase and place the buoys. I have to provide a fiscal note to the Office of State Budget and Management that describes the financial impact to any unit of government as a result of rulemaking.

Perquimans is a coastal county subject to possible CAMA rules and permits. They would need to be contacted before anything is placed in the water.

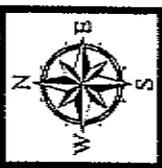
I look forward to working with you. Please don't hesitate to contact me if you have questions.

Best regards, Betsy

Betsy Haywood // Commission Liaison // No Wake Zone Coordinator
Director's Office

NC Wildlife Resources Commission
Mailing Address: 1701 Mail Service Center
Raleigh, North Carolina 27699-1701
Office: 919-707-0013 // Fax: 919-707-0020

ncwildlife.org



Legend

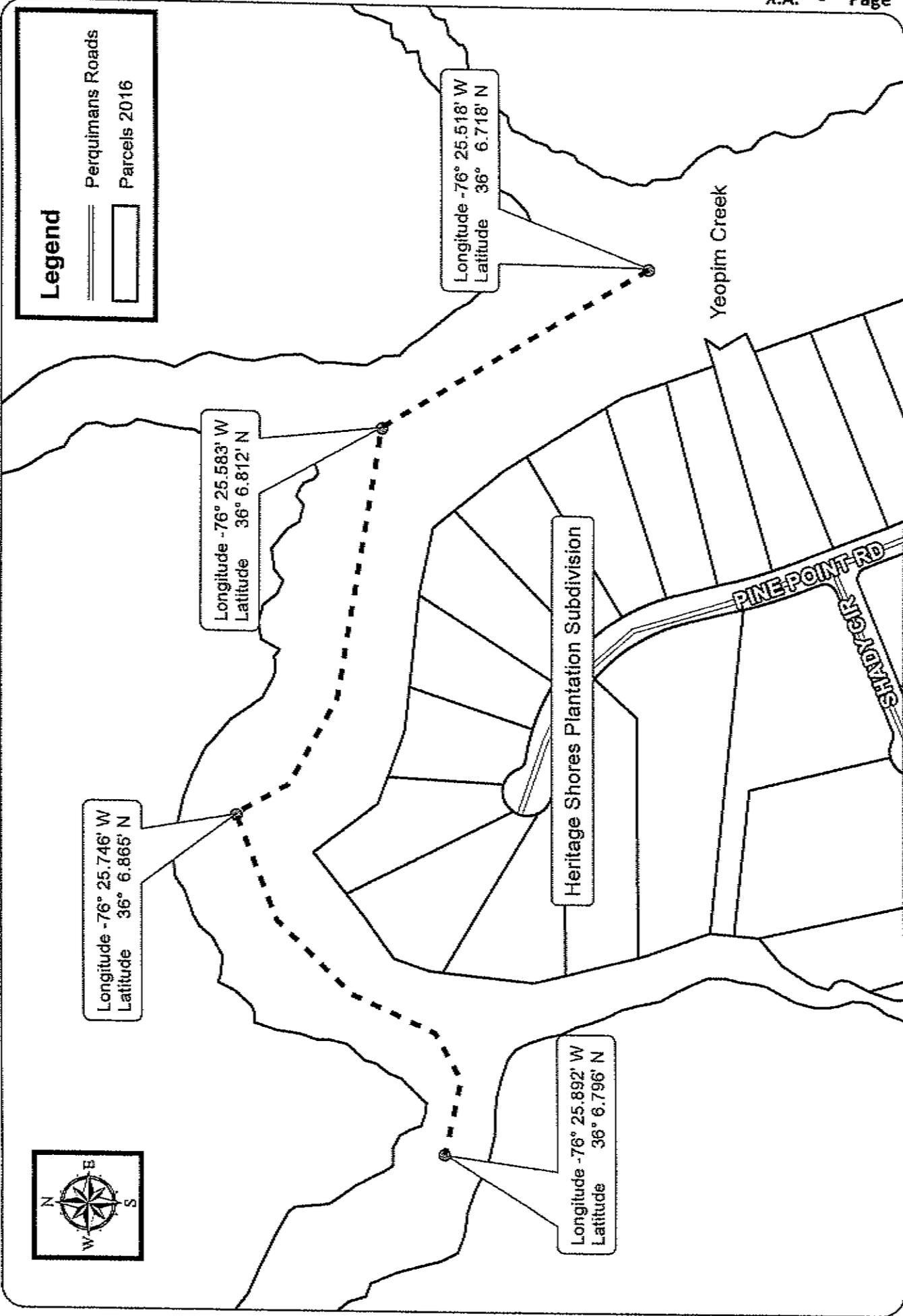
-  Perquimans Roads
-  Parcels 2016

Longitude -76° 25.746' W
Latitude 36° 6.865' N

Longitude -76° 25.583' W
Latitude 36° 6.812' N

Longitude -76° 25.518' W
Latitude 36° 6.718' N

Longitude -76° 25.892' W
Latitude 36° 6.796' N



Yeopim Creek

Heritage Shores Plantation Subdivision

PINE POINT RD
SHARP RD

Perquimans County, NC
Map created Sept 21, 2016
1 inch = 268 feet

Proposed No Wake Zone

Total length of dotted line
from end to end is
approximately 2,460 ft.



**PERQUIMANS COUNTY
BOARD OF COMMISSIONERS**

MARY P. HUNNICUTT
CLERK TO BOARD
W. FRANK HEATH, III
COUNTY MANAGER

P.O. BOX 45
HERTFORD, NORTH CAROLINA 27944
TELEPHONE: 1-252-426-7550

JANICE MCKENZIE COLE
CHAIR
T. KYLE JONES
VICE CHAIRMAN
FONDELLA A. LEIGH
EDWARD R. MUZZULIN
WALLACE E. NELSON
MATTHEW PEELER
W. HACKNEY HIGH, JR.
COUNTY ATTORNEY

**RESOLUTION TO SUPPORT THE RELOCATION OF THE
HERTFORD, NC POST OFFICE**

WHEREAS the Hertford, NC Post Office has been located for many years on Grubb Street in Hertford, North Carolina and is the post office used by the majority of the residents in Perquimans County; and

WHEREAS the Post Office is at a location where customers have to back into oncoming traffic which is a traffic hazard; In addition, there is a deep dip in the parking lot that causes damage to vehicles when they pull out into traffic; and

WHEREAS they currently have three (3) parking spaces and one (1) handicap parking space. They had to close one parking space in order for the mail truck to get to the rear of the building to pick up the mail; and

WHEREAS the mail truck has difficulty maneuvering around the buildings to reach the rear of the post office to pick up the mail. On several occasions, it has damaged the post office building, the CenturyLink building next to the post office, and the walkway in front of the Town of Hertford Administration Building across the street from the post office; and

WHEREAS, whenever the town or county have festivals, parades, or special events within the Town of Hertford, the parking lot in front and the receiving area in the rear of the building have to be blocked off in order for the mail truck to deliver or pick up the mail; and

WHEREAS, during severe rainstorms, the receiving area behind the post office floods making it necessary for the truck to park in front to pick up and deliver mail. This causes a traffic problem along Grubb Street; and

WHEREAS, due to a recent accident, the building has been damaged and requires much renovation making it a good time to move the facility; and

WHEREAS, the office hours are not conducive to the working person's schedule, we would recommend that, after the relocation of the post office, to resume more convenient hours for their customers.

NOW THEREFORE, BE IT RESOLVED by the Board of Commissioners of Perquimans County that it does hereby express its support for the relocation of the Hertford Post Office to the vacant building that used to house the State Employees Credit Union off U.S. Highway 17; and

BE IT FURTHER RESOLVED that the Hertford Post Office begin an operational schedule more convenient to the Perquimans County residents; and

BE IT FURTHER RESOLVED that copies of this resolution are transmitted to our representatives of the U.S. Congress, the Hertford Postmaster and US Post Service officials responsible for facilities to let them know of our support for this issue.

ADOPTED, this 3rd day of October, 2016 by the Perquimans County Board of Commissioners.

Janice McKenzie Cole, Chair
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

SEAL

From: Shirley Manley [mailto:manley@embarqmail.com]
Sent: Monday, September 19, 2016 11:56 AM
To: Mary Hunnicutt
Subject: Re: Statement of Interest to Serve

Yes I will serve until November.

On September 19, 2016, at 11:36 AM, Mary Hunnicutt <mhunnicut@perquimanscountync.gov> wrote:

Donald, your current term expires on November 30, 2016. Will you serve until then? We thank you for your service.

Mary

From: Shirley Manley [mailto:manley@embarqmail.com]
Sent: Monday, September 19, 2016 11:35 AM
To: Mary Hunnicutt
Subject: Re: Statement of Interest to Serve

Thank you for the opportunity to serve again however I am giving someone else an opportunity to serve.

On September 9, 2016, at 2:20 PM, Mary Hunnicutt <mhunnicut@perquimanscountync.gov> wrote:

Mr. Manley,

Upon checking our records, we find that the Statement of Interest to Serve application we have on file will expire on September 23, 2016. If you would please verify that the information on the current application is correct, we will extend your application for an additional two (2) years.

Thank you for serving on the Planning Board. Looking forward to hearing from you prior to September 23rd.

*Mary P. Hunnicutt
Clerk to the Board
Perquimans County
P.O. Box 45
Hertford, NC 27944
Phone: (252) 426-8484
Fax: (252) 426-4034
E-Mail: mhunnicut@perquimanscountync.gov*

Perquimans County's Vision:

To be a community of opportunity in which to live, learn, work, prosper and play.

LIST OF VOLUNTEER APPLICATIONS

9/27/2016

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
9/17/14	Kahl, Paul	402 Woodland Church Rd. escu5Oviking@yahoo.com	Hertford	NC	27944	(252) 338-1144 (252) 457-5400	1. Planning Board 2. 3. 4. f/u 9/23/16 returned	9/17/16 e-mail sent 9/9 returned 9/9 letter sent 9/9
11/21/14	Richardson, Sara	161 White Oak Avenue	Hertford	NC	27944	(252) 426-7810 (252) 333-4398	1. Adult Care Home Advisory Committee 2. 3. 4.	11/21/16
12/18/14	Smith, Jr., Lewis W.	127 Smith Cove Road lewis_smith@ncsu.edu	Hertford	NC	27944	(252) 426-7347 (252) 426-7164 (252) 331-3362	1. Planning Board 2. Agricultural Advisory Board 3. 4.	12/18/16
12/18/14	Jackson, Robert L.	186 Ainsley Road	Hertford	NC	27944	(757) 618-7569	1. Planning Board 2. 3. 4.	12/18/16
1/29/15	Finch, Jr., Johnnie	192 Cedarwood Blvd. johnnie.finchir@gmail.com	Hertford	NC	27944	(252) 619-4037	1. Northeast Regional Workforce 2. 3. 4.	1/29/17
2/2/15	Reed, Deborah S.	1488 Center Hill Hwy deborahreed74@gmail.com	Hertford	NC	27944	(252) 331-5426	1. Board of Adjustment 2. Recreation Advisory Board 3. 4.	2/2/17
2/2/15	Hobbs, Benjamin C.	948 Pender Road hobbs@hobbsfurniture.com	Hertford	NC	27944	(252) 312-9609	1. Board of Adjustment 2. 3. 4.	2/2/17
4/10/15	Ingram, Kathleen	163 Bagley Swamp Road kathlingram@copper.net	Hertford	NC	27944	(252) 339-3754	1. Health Services 2. 3. 4.	4/10/17
4/13/15	McMullan, Philip	111 W. Camp Perry Road psmir@hughes.net	Hertford	NC	27944	(252) 264-2021	1. Eco Tourism 2. 3. 4.	4/13/17

LIST OF VOLUNTEER APPLICATIONS

9/27/2016

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
5/8/15	Thomas, Matthew S.	357 Camp Cale Road matt@campcale.com	Hertford	NC	27944	(252) 334-7622 (252) 264-2513 (252) 334-7622	1. Special Steering Committee 2. 3. 4.	5/8/17
6/10/15	Layden, C. Douglas	105 Bay Branch Road geri.layden@gmail.com	Belvidere	NC	27919	(252) 297-2158 (252) 297-2875	1. Chamber of Commerce 2. Library 3. Historians 4. Regional Landfill Authority	6/10/17
7/28/15	Fellon, Joyce Ann	115 Sharp's Lane jgfelton68@yahoo.com	Hertford	NC	27944	(252) 426-5375 (252) 333-5508	1. Smart Start Board 2. Social Services Board 3. 4.	7/28/17
8/18/15	Rowland, Reta B.	231 Deep Creek Road rowland@woodforest.com retathome@yahoo.com	Hertford	NC	27944	(252) 335-0074 (252) 312-9239	1. East Carolina Behavioral Health 2. Senior Citizens Advisory Board 3. Nursing Home Advisory Committee 4. Smart Start Board	8/18/17
9/22/15 Updated	Mansfield, Evelyn L.	2275 Center Hill Highway no e-mail address	Hertford	NC	27944	(252) 426-4664	1. Adult Care Home Advisory Committee 2.	9/22/17
9/22/15 Updated	McNeal, Cathleen C.	104 New River Drive catmneal@gmail.com	Hertford	NC	27944	(252) 426-1425 (252) 435-4743	1. Chowan Hospital Board 2. Albemarle Hospital Board 3. Historic Hertford 4. Others as needed	9/22/17
9/23/15 Updated	Layden, Dianne M.	177 Perrys Bridge Road diannelayden@hughes.net	Belvidere	NC	27919	(252) 297-2596	1. Board of Elections 2. Social Services Board 3. Board of Adjustment (Resigned 11/3/14) 4.	9/23/17
11/5/15 Updated	Schultz, Brooke Lee	1251 Center Hill Highway bschultz@woodforest.com	Hertford	NC	27944	(252) 335-0074 (252) 548-4783	1. Animal Control Board 2. Economic Improvement Council 3. PAWS & AWARE 4. Smart Start Board	11/5/17
11/16/15 Updated	Mathis, Lynn W.	178 Sue Lane mahitabell@gmail.com lynn.mathis@ncdenr.gov	Hertford	NC	27944	(252) 264-3901 (252) 333-6619	1. Planning Board 2. RC&D 3. Albemarle Commission 4.	11/16/17

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LIST OF VOLUNTEER APPLICATIONS

9/27/2016

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
1/14/16 <i>Updated</i>	Hester, Elaine Phyllis	653 Woodville Road colelawoffices@embarqmail.com elainehester@embarqmail.com	Hertford	NC	27944	(252) 264-3584 (252) 426-1300 (252) 232-8844	1. Nursing Home/Adult Care Home Committee 2. 3. 4.	1/14/18
4/29/16 <i>Updated</i>	McNaught, Ruth	162 Roanoke Drive Rmcnaught162@gmail.com	Hertford	NC	27944	(252) 426-5271 (252) 435-7605	1. Local Library Board 2. 3. 4.	4/29/18
5/10/16	Lennon, Alan	2349 Center Hill Highway awlennon75@gmail.com	Hertford	NC	27944	(252) 332-4951 (252) 569-3349	1. Economic Development Commission 2. Planning Board 3. Rural Planning Org. Steering Committee 4. Local Library Board	5/10/18
5/9/16	Damron, Charlotte	1425 Harvey Point chdamron@live.com	Hertford	NC	27944	(252) 426-4653 (252) 331-3440	1. Tourism Development Board 2. 3. 4.	5/9/18
5/2/16	Aples, Archie	1126 W. Grubb Street archieaples@yahoo.com	Hertford	NC	27944	(252) 482-1033 (575) 218-0606	1. Historic Hertford, Inc. 2. Local Library Board	5/2/18
7/30/14 <i>Updated</i>	Burket, Stephen G.	111 Shady Circle sburket@ix.netcom.com	Hertford	NC	27944	(252) 426-3817 (252) 337-4303	1. Senior Citizen Advisory Board 2. 3. 4.	7/30/18
7/30/14 <i>Updated</i>	Hurdle, Pamela W.	297 Hurdletown Road townadmin@townofhertfordnc.com	Hertford	NC	27944	(252) 426-9263 (252) 426-7805 (252) 312-3774	1. Board of Adjustments 2. Economic Development Commission 3. Planning Board 4. Rural Planning Org. Steering Committee	7/30/18
7/12/16 <i>Updated</i>	Gordon, Nettie W.	1777 Harvey Point Road no e-mail address	Hertford	NC	27944	(252) 426-7807 (252) 426-8309	1. Adult Care Home Advisory Committee 2. 3. 4.	7/23/18
7/18/16 <i>Updated</i>	Simpson, Ernestine E.	398 Chapanoke Road ernestine_simpson@yahoo.com	Hertford	NC	27944	(252) 264-3284 (252) 435-7769	1. Adult Care Home Advisory Committee 2. Planning Board 3. Citizen Advisory Board 4. Senior Citizen Advisory Board	7/26/18

LIST OF VOLUNTEER APPLICATIONS

9/27/2016

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
9/6/16	Swain, Linda E.	134 Laurel Street madeline@mediacommbb.net	Hertford	NC	27944	(252) 333-0324	1. Nursing Home Advisory Committee 2. Chowan Hospital Foundation 3. Aging Advisory Council 4. Albemarle District Jail	9/6/18
9/4/16 <i>Updated</i>	Roberts, III, A.O.	1632 New Hope Road eureseedfarms@yahoo.com	Hertford	NC	27944	(252) 464-2037 (252) 264-3326 (252) 333-9575	1. Planning Board 2. Voluntary Ag District Committee 3. Water Management Committee 4.	9/14/18
9/5/16 <i>Updated</i>	Lassiter, Brenda	725 Sandy Cross Road blassiter@pgschools.org	Belvidere	NC	27919	(252) 297-2740	1. Planning Board 2. Board of Commissioners 3. 4.	9/5/18
9/15/16 <i>Updated</i>	Lacefield, Charles	234 Beech Point Blvd. cwlacefield@earthlink.net	Hertford	NC	27944	(252) 426-4851 (252) 619-4256	1. COA - Board of Trustees 2. Chowan Hospital Board 3. Board of Commissioners' Facilitator 4.	9/15/18
9/24/16 <i>Updated</i>	Overman, Pete	P.O. Box 105 saltpeterpete@hotmail.com	Hertford	NC	2744	(252) 426-7814 (252) 426-7117 (252) 331-9001	1. Planning Board 2. Any other as needed 3. 4.	9/24/18
8/30/12 <i>Updated</i>	Winslow, III, Lynwood C.	1209 Belvidere Road lcwiii@inteliport.com	Belvidere	NC	27919	(252) 297-6532	1. Planning Board 2. Board of Adjustments 3. 4.	8/30/18
9/15/16 <i>Updated</i>	Blanchard, Terissa J.	228 Bethany Church Road tblanchard@pcs.k12.nc.us	Belvidere	NC	27919	(252) 287-2561 (252) 426-7355 (252) 339-5973	1. Social Services Board 2. Albemarle Hospital Board of Trustees 3. COA - Board of Trustees 4. Smart Start Board	9/15/18
9/16/16	Darden, Kisha	313 Dobbs Street larae011@hotmail.com Ethicaltrainersconsulting@gmail.com	Hertford	NC	27944	(252) 312-8868 (252) 320-4074	1. Nursing Home Advisory Committee 2. Social Services Board 3. Home & Community Care Block Grant 4. Social Services Board	9/19/18
9/24/16 <i>Updated</i>	Page, Frank	147 Explorer Arch page3@embarqmail.com	Hertford	NC	27944	(252) 426-1149 (757) 376-2001	1. Minzies Creek Utility District 2. 3. 4.	9/24/18

LIST OF VOLUNTEER APPLICATIONS

9/27/2016

DATE OF APPLICATION	NAME	ADDRESS	CITY	STATE	ZIP	PHONE	COMMITTEES	EXPIRATION DATE
8/26/14 <i>Updated</i>	Knight, Marshall	751 Body Road marshallknight751@centurylink.net	Hertford	NC	27944	(252) 264-3201	1. Board of Adjustments 2. Planning Board 3. 4.	8/26/18

FOR
INFORMATION
ONLY
ITEMS

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NACo Prescription Drug Discount Card Program

PERQUIMANS COUNTY, NC

	PLAN	% OF PLAN		% OF MEMBER		AVERAGE RETAIL		AVERAGE PRICE		% OF PRICE	TOTAL		
		PRICE	SAVINGS	COST	SAVINGS	PRICE	SAVINGS	PRICE	SAVINGS				
2016													
<u>AUGUST</u>	1	0	0.00%	1	100.00%	\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
<u>JULY</u>	3	2	66.67%	1	33.33%	\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
<u>JUNE</u>	2	0	0.00%	2	100.00%	\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
<u>MAY</u>	1	0	0.00%	1	100.00%	\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
<u>APRIL</u>	1	1	100.00%	0	0.00%	\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
<u>FEBRUARY</u>	3	1	33.33%	2	66.67%	\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
2015													
<u>OCTOBER</u>	4	1	25.00%	3	75.00%	\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
<u>SEPTEMBER</u>	2	0	0.00%	2	100.00%	\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
<u>JUNE</u>	5	1	20.00%	4	80.00%	\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
<u>MAY</u>	1	1	100.00%	0	0.00%	\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
<u>APRIL</u>	1	1	100.00%	0	0.00%	\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
<u>MARCH</u>	4	1	25.00%	3	75.00%	\$ 74.37	\$ 18.59	\$ 85.13	\$ 21.28	\$ 10.76	\$ 2.69	12.64%	3
<u>JANUARY</u>	5	4	80.00%	1	20.00%	\$ 104.75	\$ 20.95	\$ 201.94	\$ 40.39	\$ 97.19	\$ 19.44	48.13%	3
2014													
<u>DECEMBER</u>	9	7	77.78%	2	22.22%	\$ 172.04	\$ 19.12	\$ 267.10	\$ 29.68	\$ 95.06	\$ 10.56	35.59%	3
<u>NOVEMBER</u>	12	10	83.33%	2	16.67%	\$ 392.68	\$ 32.72	\$ 815.33	\$ 67.94	\$ 422.65	\$ 35.22	51.84%	5
<u>OCTOBER</u>	7	6	85.71%	1	14.29%	\$ 200.55	\$ 28.65	\$ 419.24	\$ 59.89	\$ 218.69	\$ 31.24	52.16%	4
<u>SEPTEMBER</u>	4	4	100.00%	0	0.00%	\$ 75.50	\$ 18.88	\$ 159.07	\$ 39.77	\$ 83.57	\$ 20.89	52.54%	3
<u>AUGUST</u>	12	8	66.67%	4	33.33%	\$ 436.48	\$ 36.37	\$ 789.55	\$ 65.80	\$ 353.07	\$ 29.42	44.72%	5
<u>JULY</u>	8	4	50.00%	4	50.00%	\$ 141.44	\$ 17.68	\$ 315.63	\$ 39.45	\$ 174.19	\$ 21.77	55.19%	5
<u>JUNE</u>	11	5	45.45%	6	54.55%	\$ 154.19	\$ 14.02	\$ 200.87	\$ 18.26	\$ 46.68	\$ 4.24	23.24%	5
<u>MAY</u>	10	6	60.00%	4	40.00%	\$ 388.80	\$ 38.88	\$ 692.10	\$ 69.21	\$ 303.30	\$ 30.33	43.82%	6
<u>APRIL</u>	11	6	54.55%	5	45.45%	\$ 260.41	\$ 23.67	\$ 437.49	\$ 39.77	\$ 177.08	\$ 16.10	40.48%	6
<u>MARCH</u>	13	8	61.54%	5	38.46%	\$ 454.73	\$ 34.98	\$ 621.46	\$ 47.80	\$ 166.73	\$ 12.83	26.83%	7
<u>FEBRUARY</u>	7	4	57.14%	3	42.86%	\$ 269.48	\$ 38.50	\$ 540.19	\$ 77.17	\$ 270.71	\$ 38.67	50.11%	4
<u>JANUARY</u>	12	8	66.67%	4	33.33%	\$ 249.29	\$ 20.77	\$ 410.01	\$ 34.17	\$ 160.72	\$ 13.39	39.20%	6
2013													
<u>DECEMBER</u>	13	10	76.92%	3	23.08%	\$ 285.55	\$ 21.97	\$ 640.79	\$ 49.29	\$ 355.24	\$ 27.33	55.44%	5
<u>NOVEMBER</u>	9	5	55.56%	4	44.44%	\$ 254.72	\$ 28.30	\$ 579.18	\$ 64.35	\$ 324.46	\$ 36.05	56.02%	3
<u>OCTOBER</u>	11	6	54.55%	5	45.45%	\$ 294.94	\$ 26.81	\$ 444.01	\$ 40.36	\$ 149.07	\$ 13.55	33.57%	7
<u>SEPTEMBER</u>	8	5	62.50%	3	37.50%	\$ 259.86	\$ 32.48	\$ 424.60	\$ 53.08	\$ 164.74	\$ 20.59	38.80%	4
<u>AUGUST</u>	12	7	58.33%	5	41.67%	\$ 355.30	\$ 29.61	\$ 780.04	\$ 65.00	\$ 424.74	\$ 35.40	54.45%	6
<u>JULY</u>	11	8	72.73%	3	27.27%	\$ 240.23	\$ 21.84	\$ 407.28	\$ 37.03	\$ 167.05	\$ 15.19	41.02%	6
<u>JUNE</u>	7	1	14.29%	6	85.71%	\$ 44.33	\$ 6.33	\$ 89.23	\$ 12.75	\$ 44.90	\$ 6.41	50.32%	3
<u>MAY</u>	14	10	71.43%	4	28.57%	\$ 453.90	\$ 32.42	\$ 796.58	\$ 56.90	\$ 342.68	\$ 24.48	43.02%	6
<u>APRIL</u>	14	5	35.71%	9	64.29%	\$ 229.20	\$ 16.37	\$ 316.32	\$ 22.59	\$ 87.12	\$ 6.22	27.54%	6
<u>MARCH</u>	5	2	40.00%	3	60.00%	\$ 51.84	\$ 10.37	\$ 89.03	\$ 17.81	\$ 37.19	\$ 7.44	41.77%	3
<u>FEBRUARY</u>	5	3	60.00%	2	40.00%	\$ 58.31	\$ 11.66	\$ 100.07	\$ 20.01	\$ 41.76	\$ 8.35	41.73%	4
<u>JANUARY</u>	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
2012													
<u>DECEMBER</u>	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
<u>NOVEMBER</u>	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
<u>OCTOBER</u>	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
<u>SEPTEMBER</u>	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
<u>AUGUST</u>	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
<u>JULY</u>	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
<u>JUNE</u>	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
<u>MAY</u>	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
<u>APRIL</u>	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
<u>MARCH</u>	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8
<u>FEBRUARY</u>	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
<u>JANUARY</u>	15	7	46.67%	8	53.33%	\$ 296.17	\$ 19.74	\$ 388.23	\$ 25.88	\$ 92.06	\$ 6.14	23.71%	5
2011													
<u>DECEMBER</u>	24	15	62.50%	9	37.50%	\$ 444.97	\$ 18.54	\$ 677.97	\$ 28.25	\$ 233.00	\$ 9.71	34.37%	7

<u>NOVEMBER</u>	26	15	57.69%	11	42.31%	\$ 650.19	\$ 25.01	\$ 1,059.27	\$ 40.74	\$ 409.08	\$ 15.73	38.62%	7
<u>OCTOBER</u>	22	10	45.45%	12	54.55%	\$ 360.54	\$ 16.39	\$ 548.26	\$ 24.92	\$ 187.72	\$ 8.53	34.24%	6
<u>SEPTEMBER</u>	14	10	71.43%	4	28.57%	\$ 533.07	\$ 38.08	\$ 833.62	\$ 59.54	\$ 300.55	\$ 21.47	36.05%	8
<u>AUGUST</u>	10	7	70.00%	3	30.00%	\$ 179.61	\$ 17.96	\$ 328.27	\$ 32.83	\$ 148.66	\$ 14.87	45.29%	5
<u>JULY</u>	12	9	75.00%	3	25.00%	\$ 357.78	\$ 29.82	\$ 588.34	\$ 49.03	\$ 230.56	\$ 19.21	39.19%	7
<u>JUNE</u>	16	7	43.75%	9	56.25%	\$ 444.85	\$ 27.80	\$ 598.37	\$ 37.40	\$ 153.52	\$ 9.60	25.66%	9
<u>MAY</u>	23	13	56.52%	10	43.48%	\$ 302.25	\$ 13.14	\$ 546.03	\$ 23.74	\$ 243.78	\$ 10.60	44.65%	10
<u>APRIL</u>	34	20	58.82%	14	41.18%	\$ 1,351.54	\$ 39.75	\$ 1,653.09	\$ 48.62	\$ 301.55	\$ 8.87	18.24%	7
<u>MARCH</u>	24	16	66.67%	8	33.33%	\$ 863.78	\$ 35.99	\$ 1,269.41	\$ 52.89	\$ 405.63	\$ 16.90	31.95%	9
<u>FEBRUARY</u>	15	11	73.33%	4	26.67%	\$ 468.52	\$ 31.23	\$ 653.27	\$ 43.55	\$ 184.75	\$ 12.32	28.28%	8
<u>JANUARY</u>	23	18	78.26%	5	21.74%	\$ 971.94	\$ 42.26	\$ 1,440.98	\$ 62.65	\$ 469.04	\$ 20.39	32.55%	11
2010													
<u>DECEMBER</u>	25	16	64.00%	9	36.00%	\$ 918.07	\$ 36.72	\$ 1,252.64	\$ 50.11	\$ 334.57	\$ 13.38	26.71%	12
<u>NOVEMBER</u>	25	19	76.00%	6	24.00%	\$ 1,241.89	\$ 49.68	\$ 1,707.72	\$ 68.31	\$ 465.83	\$ 18.63	27.28%	14
<u>OCTOBER</u>	23	17	73.91%	6	26.09%	\$ 1,005.50	\$ 43.72	\$ 1,272.23	\$ 55.31	\$ 266.73	\$ 11.60	20.97%	11
<u>SEPTEMBER</u>	36	19	52.78%	17	47.22%	\$ 1,024.85	\$ 28.47	\$ 1,346.45	\$ 37.40	\$ 321.60	\$ 8.93	23.89%	14
<u>AUGUST</u>	32	22	68.75%	10	31.25%	\$ 1,113.97	\$ 34.81	\$ 1,462.53	\$ 45.70	\$ 348.56	\$ 10.89	23.83%	12
<u>JULY</u>	31	20	64.52%	11	35.48%	\$ 1,094.45	\$ 35.30	\$ 1,481.76	\$ 47.80	\$ 387.31	\$ 12.49	26.14%	15
<u>JUNE</u>	32	22	68.75%	10	31.25%	\$ 885.45	\$ 27.67	\$ 1,257.48	\$ 39.30	\$ 372.03	\$ 11.63	29.59%	15
<u>MAY</u>	25	18	72.00%	7	28.00%	\$ 1,043.40	\$ 41.74	\$ 1,442.16	\$ 57.69	\$ 398.76	\$ 15.95	27.65%	14
<u>APRIL</u>	29	17	58.62%	12	41.38%	\$ 695.70	\$ 23.99	\$ 983.67	\$ 33.92	\$ 287.97	\$ 9.93	29.28%	12
<u>MARCH</u>	23	19	82.61%	4	17.39%	\$ 832.14	\$ 36.18	\$ 1,189.55	\$ 51.72	\$ 357.41	\$ 15.54	30.05%	9
<u>FEBRUARY</u>	15	13	86.67%	2	13.33%	\$ 429.41	\$ 28.63	\$ 594.23	\$ 39.62	\$ 164.82	\$ 10.99	27.74%	8
<u>JANUARY</u>	23	16	69.57%	7	30.43%	\$ 701.41	\$ 30.50	\$ 906.21	\$ 39.40	\$ 204.80	\$ 8.90	22.60%	13
2009													
<u>DECEMBER</u>	44	27	61.36%	17	38.64%	\$ 1,296.18	\$ 29.46	\$ 1,588.69	\$ 36.11	\$ 292.51	\$ 6.65	18.41%	13
<u>NOVEMBER</u>	34	25	73.53%	9	26.47%	\$ 1,451.51	\$ 42.69	\$ 1,789.48	\$ 52.63	\$ 337.97	\$ 9.94	18.89%	13
<u>OCTOBER</u>	41	27	65.85%	14	34.15%	\$ 1,077.88	\$ 26.29	\$ 1,329.32	\$ 32.42	\$ 251.44	\$ 6.13	18.91%	14
<u>SEPTEMBER</u>	43	29	67.44%	14	32.56%	\$ 1,201.33	\$ 27.94	\$ 1,581.39	\$ 36.78	\$ 380.06	\$ 8.84	24.03%	9
<u>AUGUST</u>	22	10	45.45%	12	54.55%	\$ 1,101.97	\$ 50.09	\$ 1,449.33	\$ 65.88	\$ 347.36	\$ 15.79	23.97%	12
<u>JULY</u>	40	25	62.50%	15	37.50%	\$ 1,220.48	\$ 30.51	\$ 1,525.98	\$ 38.15	\$ 305.50	\$ 7.64	20.02%	15
<u>JUNE</u>	43	25	58.14%	18	41.86%	\$ 1,687.31	\$ 39.24	\$ 2,005.31	\$ 46.64	\$ 318.00	\$ 7.40	15.86%	12
<u>MAY</u>	27	18	66.67%	9	33.33%	\$ 505.00	\$ 18.70	\$ 676.07	\$ 25.04	\$ 171.07	\$ 6.34	25.30%	12
<u>APRIL</u>	21	12	57.14%	9	42.86%	\$ 818.43	\$ 38.97	\$ 1,001.85	\$ 47.71	\$ 183.42	\$ 8.73	18.31%	10
<u>MARCH</u>	19	16	84.21%	3	15.79%	\$ 489.88	\$ 25.78	\$ 677.12	\$ 35.64	\$ 187.24	\$ 9.85	27.65%	10
<u>FEBRUARY</u>	24	20	83.33%	4	16.67%	\$ 1,107.28	\$ 46.14	\$ 1,433.51	\$ 59.73	\$ 326.23	\$ 13.59	22.76%	12
<u>JANUARY</u>	25	20	80.00%	5	20.00%	\$ 756.68	\$ 30.27	\$ 990.03	\$ 39.60	\$ 233.35	\$ 9.33	23.57%	9
2008													
<u>DECEMBER</u>	18	13	72.22%	5	27.78%	\$ 406.29	\$ 22.57	\$ 565.36	\$ 31.41	\$ 159.07	\$ 8.84	28.14%	8
<u>NOVEMBER</u>	14	11	78.57%	3	21.43%	\$ 282.75	\$ 20.20	\$ 388.32	\$ 27.74	\$ 105.57	\$ 7.54	27.19%	8
<u>OCTOBER</u>	1		1100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1

PENQUIMANS COUNTY	PLAN TOTAL	PLAN %	PLAN RETAIL PRICE	RETAIL PRICE	% RETAIL PRICE	MEMBER COST	AVERAGE MEMBER COST	RETAIL SUBMITTED PRICE	AVERAGE RETAIL PRICE	RETAIL SAVINGS	AVERAGE RETAIL SAVINGS	% PRICE SAVINGS	TOTAL UTILIZERS
TOTALS:	1,406	882	62.73%	524	37.27%	\$ 41,053.91	\$ 29.20	\$ 59,093.08	\$ 42.03	\$ 18,039.17	\$ 12.83	30.53%	602.00

Column Headers from left to right:

1. Total Rx's: This is the total number of Rx's that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
2. Plan Priced Rx's: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or under a special purchase arrangement. This is the amount of Rx's that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rx's: What percentage of the total attempted Rx's adjudicated via best price with the card.
4. Retail Priced Rx's: How many prescriptions where the pharmacy had a lower price.
5. % Retail Priced Rx's: Percentage of Rx's where the pharmacy had a lower price.
6. Total Drug Cost: All prescriptions totaled together at their card discount prices.

7. Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
8. Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
9. Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
10. Price Savings: Total dollar savings for all Rxs filled with the card.
11. Average Price Savings: Average price savings per prescription.
12. % Price Savings: Percentage price savings per prescription.
13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions *i.e.* some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

As always, if you have questions, don't hesitate to contact me. Thank you for being a member county, borough or parish and participating in this member program.

Andrew Goldschmidt
Director, Membership/Marketing
NACo--National Association of Counties

DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY

August 2016

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
St. Missionary	✓	8/12/16	✓	Boundary Survey 607
Christ Arlyn Kline	✓	8/23/16		5-0051-0021-6
Charles E Brown Elizabeth Gunn	✓			Boundary Agreement Elizabeth Mann + Alice Winters 5-0035-0059 + 5-0035-0058
Josiah Webb Donald + Deborah Ayscough	✓	8/30/16	✓	Donald + Deborah Ayscough Recombination 8-0016-0060 A = 8.1 AC 2-006 0060 = 1.03 AC
Josiah Webb William + Sherry Chapel	✓	8/30/16	✓	8.01 AC from 5-0041-0020 ft. combined with 5-0041-0020 @ 380 Swing Gate Road
Hersey Knight Wanda Kamb White	✓	8/31/16		4-0036-0129 + 4-0036-0130 Re-combines and Creates new parcel lot # 2 1.01 AC @ 138 Woodville Road

Bissell PO Box 1068 Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161	Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804	Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929	Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781	Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hertford, NC 27944 339-6932	Robey 150 US Hwy 158 W East Camden, NC 27921 335-1888	Tony Webb PO Box 381 Edenton, NC 27832 482-3066

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
Charles Brown III Elizabeth Gunn + Alice Jean	✓	9/16/16	✓	Recombination / Boundary Survey Parcels 5-0035-0059 and 5-0035-0058 10-Acre Parcels
Boonke Land Surveying Henry Norman	PO Box 1195 Williamsden, NC 258- 793-2276 802-0196	9/14/16	✓	Division of 5-0031-0034 @ 772 Bellvue Road Existing parcels 5-0031-0029 + 5-0031-0030
Mark Pruden Edith Queen Tilley + Paul Jones	✓	9/19/16	✓	Existing Parcel 2-0072-0003 at 699 + 711 Holiday Island Road 5.99 acres
Mark Pruden Myrtle Ansore	✓	9/22/16	✓	Recombination / Subdivision @ 1010 Harvey Pk Rd Parcels 2-0052-0015 + 2-0052-0001
Bowman Consulting Lyndon + Eloise White	✓	9/22/16	✓	Three lot Subdivision for Lyndon + Eloise White from 1-0017-0053 on Swamp Road
Blissell PO Box 1068 Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161		Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929		Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hertford, NC 27944 339-6932		Robey 150 US Hwy 158 W East Camden, NC 27921 335-1888
				Saunders Surveying 610 Avena Road Black Mountain, NC 28711 (828) 669-2777
				Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
				Tony Webb PO Box 361 Edenton, NC 27932 482-3066

expanded cea Report

SUBJ-ADDRESS 762 Woodville Rd.
 ORDINANCE VIOLATED #53 cars /
 NOTES white van removed in last 30 days - keep watch
 Owner has been advised by letters and personal visits, and says he will
 continue clean up until finished.
 DISPOSITION 1 van moved back in yard but not removed
 DISPOSITION DATE 9/9/2016

SUBJ-ADDRESS 219 Muddy Creek Rd.
 ORDINANCE VIOLATED 50
 NOTES accessed and condemned / not yet posted
 2 abandoned Single wides
 1 tenant & 2 empty mh on 10 acres (farmer id unknown)
 letters sent for zone, solid waste, & land use
 DISPOSITION condemned / awaiting funds to remove
 DISPOSITION DATE 9/14/2016

SUBJ-ADDRESS 942 Ocean Highway - 17 S
 ORDINANCE VIOLATED ??
 NOTES unable to find family / house will be medicaid asset
 Owner in nursing home / investigate family
 Heavily overgrown brick home. Need to check for dilapidation and solid
 waste
 DISPOSITION medicaid lein- looking for laws to clean up
 DISPOSITION DATE 9/14/2016

SUBJ-ADDRESS 1275 Ocean Highway - 17 S
 ORDINANCE VIOLATED
 NOTES call from D White said go ahead with process and bill him
 (7/1/16)Awaiting funding
 RRR sent & 1st to sister
 4/5/16 DISCOVERED MOVE / letter sent to new address
 dilapidation
 DISPOSITION waiting funding-proceed with demolition
 DISPOSITION DATE 9/1/2016

SUBJ-ADDRESS 1546 Ocean Highway - Rt.17
 ORDINANCE VIOLATED # 53 and # 50
 NOTES 9/24/16 mh showing deter.
 3/10/16 tree has been removed from house. Continue to observe for progress.
 bought 11/2004 ?? Junk - ?? Nuisance cars and debris
 reopened - tree damage as file # cea 2016-2-9
 Letter sent 2/8/16
 DISPOSITION reference pics
 DISPOSITION DATE 9/24/2016

SUBJ-ADDRESS 634 Ocean Highway (17-S)
 ORDINANCE VIOLATED
 NOTES yard cleaned up
 7/1/16 Mr Bass met with Virgil to get permits
 Owner called 6/27/16 said Mr. Bass will be in
 RRR letter final notice
 Owner called 6/13/16 said would direct mr. bass
 RRR letter sent to owner with 1st class to Bass
 remodel, camper, shed, cars - no permits
 property clean up underway
 research & update file / verify code violations
 DISPOSITION compliance underway
 DISPOSITION DATE 9/1/2016

SUBJ-ADDRESS Bethel lots 39 & 40
 ORDINANCE VIOLATED solid waste
 NOTES demo price set 6/10/16
 Determined owners of dilapidated s/w sent 1st letter 2/24/16
 2/29/16-owner called, will cooperate in clean up, left phone number
 DISPOSITION pending funding
 DISPOSITION DATE 9/11/2016

SUBJ-ADDRESS 124 Joshua Circle
 ORDINANCE VIOLATED
 NOTES 9/12/16 vin collected / weeds being cut
 8/29/16 contact with owners / willing to release and 2 vehicles tagged
 for removal
 8/23/16 cleanup under way
 receipt claimed (no date)
 registered return receipt sent
 negative improvements(7-22-16)
 1st class lettwer sent 4/7/16
 to/do follow up pics(4/29/16)
 pics taken / unsightly belongings in yard / check for ord viol.
 DISPOSITION send update letter
 DISPOSITION DATE 9/26/2016

SUBJ-ADDRESS 109 Goosie Lane
 ORDINANCE VIOLATED
 NOTES clean up slowly underway
 DISPOSITION watching
 DISPOSITION DATE 9/13/2016

SUBJ-ADDRESS various lots / Bethel Fishing Center
 ORDINANCE VIOLATED
 NOTES improvements being made
 5/11 2 letters sent to Sampson and Mann as listed on tax
 5-10-16 pics - send 1st letter
 DISPOSITION watching
 DISPOSITION DATE 9/1/2016

SUBJ-ADDRESS 1580 Ocean Highway (17 S)
 ORDINANCE VIOLATED ?
 NOTES compare photos
 shed, truck, cars reported as fresh on site
 DISPOSITION get file pics and compare
 DISPOSITION DATE 9/15/2016

SUBJ-ADDRESS 144 Patrick Dr.
 ORDINANCE VIOLATED N/A
 NOTES
 weeds cut
 update pics 7/20/16
 2nd call 6-3-16 said in foreclosure - find bank info
 send 1st class - solicite cooperation
 call about weeds / exaggerated
 investigated 5/24/16
 DISPOSITION trace foreclosure- some care
 DISPOSITION DATE 9/15/2016

SUBJ-ADDRESS 1136 Belvidere Rd.
 ORDINANCE VIOLATED
 NOTES
 investigate further-pay attention to roof condition
 update pics
 dilapidated / tax val = 25000 investigate further
 DISPOSITION investigate for condemmn
 DISPOSITION DATE 9/2/2016

SUBJ-ADDRESS 976 Snug Harbor Rd.
 ORDINANCE VIOLATED zoning, bldg. codes
 NOTES
 came for zoning 9/12 ?? Don't know outcome yet
 met with Virgil
 Mr Randolph came in and expressed willingness to comply- no zoning
 official available
 1st class sent to 2 addresses
 sheds, camper - no permits
 DISPOSITION cooperative progress
 DISPOSITION DATE 9/12/2016

SUBJ-ADDRESS 142 Pirate Cove Way
 ORDINANCE VIOLATED ??
 NOTES
 Virgil & Ernie found as stated, but appears to be a moving situation.
 Gather details.
 DISPOSITION watching
 DISPOSITION DATE 9/16/2016

SUBJ-ADDRESS 1374 Sandy Cross Rd.
 ORDINANCE VIOLATED
 NOTES local farmers plan changeout
 DISPOSITION replacement underway
 DISPOSITION DATE 9/20/2016

SUBJ-ADDRESS 121 Pine Street
 ORDINANCE VIOLATED n/a
 NOTES
 DISPOSITION some improvement - need more contact
 DISPOSITION DATE 9/2/2016

SUBJ-ADDRESS
 ORDINANCE VIOLATED
 NOTES Repetative, Frivolous complainer / seems to be conspiratorial disruption
 Mr. Wendell does not live in North Carolina.
 DISPOSITION continue as frivolous complaint and compile evidence
 DISPOSITION DATE 9/15/2016

SUBJ-ADDRESS 4752 Eastwind Rd.
 ORDINANCE VIOLATED
 NOTES Investigate Mr Wendell's history and reason for his obstinate and
 disruptive behavior. Crossreference his connection to the subjects of
 his attacks. Consider action to resolve the problems.
 DISPOSITION research
 DISPOSITION DATE 9/1/2016

SUBJ-ADDRESS 108 Rivershore Dr.
 ORDINANCE VIOLATED waste and cars
 NOTES referred by Virgil for investigation
 DISPOSITION investigate & make file
 DISPOSITION DATE 9/8/2016

SUBJ-ADDRESS corner Halsey Bay rd. & Harvey Poin
ORDINANCE VIOLATED
NOTES not a code violation, no prescribed action, dot notified by phone
COMPLAINT ABOUT SMALL REALESTATE SIGN in row on Harvey Point
Rd.
DISPOSITION non ordinance / file closed
DISPOSITION DATE 9/16/2016

SUBJ-ADDRESS 117 Sueola Beach Rd.
ORDINANCE VIOLATED
NOTES deteriorated with roof cave in.
DISPOSITION condemn ??? Check for man. Home
DISPOSITION DATE 9/16/2016

PERQUIMANS COUNTY COMMUNICATIONS
159 Creek Dr PO Box 112 Hertford , NC 27944

CFS By Department - All Departments By Date
 1/1/2016 - 6/30/2016

BELVIDERE CHAPEL HILL FD		
	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	3	11.54%
ALARM MEDICAL	1	3.85%
BRUSH FIRE	1	3.85%
BURNING SMELL	1	3.85%
CONTROL/BURN	2	7.69%
ELECTRICAL PROBLEM/OUTAGE	1	3.85%
FIRE ALARM	3	11.54%
GRASS FIRE	1	3.85%
MISC FIRE	1	3.85%
SMOKE ALARM	1	3.85%
SMOKE REPORT	1	3.85%
TEST	4	15.38%
TRAINING	3	11.54%
TRAINING FIRE	1	3.85%
UNCONSCIOUS	1	3.85%
WOODS /BRUSH FIRE	1	3.85%
Total Records For BELVIDERE CHAPEL HILL FD	26 Dept Calls/Total Calls	0.29%
BETHEL FD		
	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	15	27.27%
BRUSH FIRE	1	1.82%
BURNING SMELL	1	1.82%
CHEST PAIN	1	1.82%
CONTROL/BURN	1	1.82%
DEBRIS T52	1	1.82%
ELECTRICAL FIRE	1	1.82%
FALLS	2	3.64%
FIRE ALARM	9	16.36%
GAS/CHEMICAL SPILLS	1	1.82%
MISC FIRE	1	1.82%
SMOKE ALARM	3	5.45%
SMOKE REPORT	1	1.82%
STRUCTURE FIRE	5	9.09%
TEST	5	9.09%
TRAINING	4	7.27%
TRAINING FIRE	1	1.82%
VEHICLE FIRE	2	3.64%
Total Records For BETHEL FD	55 Dept Calls/Total Calls	0.61%
CHOWAN CO EMS		
	Count Per Type	Type Percent for Dept
ASSAULT	1	33.33%
BREATHING DIFF	1	33.33%
HIGH BLOOD PRESSURE	1	33.33%

Total Records For CHOWAN CO EMS		
	3	Dept Calls/Total Calls 0.03%
DURANT NECK FD		
	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	7	20.50%
ALARM MEDICAL	1	2.94%
BRUSH FIRE	1	2.94%
BURN	1	2.94%
CARDIAC	1	2.94%
CONTROL/BURN	1	2.94%
DIZZY/WEAK	1	2.94%
ELECTRICAL LINE DOWN	1	2.94%
ELECTRICAL PROBLEM/OUTAGE	1	2.94%
FIRE ALARM	2	5.88%
GAS/CHEMICAL SPILLS	1	2.94%
TEST	6	17.65%
TRAINING	6	17.65%
TRAINING FIRE	4	11.76%
Total Records For DURANT NECK FD		
	34	Dept Calls/Total Calls 0.38%
EASTCARE HELICOPTER		
	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	1	100.00%
Total Records For EASTCARE HELICOPTER		
	1	Dept Calls/Total Calls 0.01%
EMERGENCY MANAGEMENT		
	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	2	4.08%
ACCIDENTAL SHOOTING	1	2.04%
ALZHEIMERS	1	2.04%
ANIMAL CASE	1	2.04%
BASKETBALL GAME	1	2.04%
BOATING INCIDENTS	2	4.08%
BREATHING DIFF	2	4.08%
BURNING SMELL	1	2.04%
CHEST PAIN	2	4.08%
DEHYDRATED	1	2.04%
DISABLE VEHICLE	1	2.04%
DISORIENTATION	1	2.04%
DIZZY/WEAK	1	2.04%
ELEVATOR CALL	1	2.04%
FAINING	2	4.08%
FALLS	4	8.16%
FIRE ALARM	2	4.08%
FRACTURE	1	2.04%
FUEL SPILL	1	2.04%
INFECTION	1	2.04%
INVESTIGATION	1	2.04%
MEET COMP C44	1	2.04%
SEIZURES	1	2.04%
SMOKE REPORT	1	2.04%
SPECIAL ASSIGNMENT	2	4.08%
STAND/BY	1	2.04%

EMERGENCY MANAGEMENT	Count Per Type	Type Percent for Dept
STRANDED MOTORIST	2	4.08%
STROKE	1	2.04%
STRUCTURE FIRE	1	2.04%
TEST	1	2.04%
TRAINING	2	4.08%
UNCONSCIOUS	1	2.04%
UNRESPONSIVE	3	6.12%
WEAK/DIZZY	1	2.04%
WELL BEING C89	1	2.04%
Total Records For EMERGENCY MANAGEMENT	49	Dept Calls/Total Calls 0.54%

HERTFORD FD	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	12	12.50%
ANIMAL ATTACK/NON-INJURY	1	1.04%
BRUSH FIRE	2	2.08%
BURNING SMELL	2	2.08%
CARBON MONOXIDE	2	2.08%
CHIMNEY FIRE	1	1.04%
CONTROL/BURN	1	1.04%
ELECTRICAL FIRE	1	1.04%
ELECTRICAL LINE DOWN	1	1.04%
FIRE ALARM	13	13.54%
FUEL SPILL	1	1.04%
GAS FUMES	1	1.04%
GAS/CHEMICAL SPILLS	1	1.04%
GRASS FIRE	4	4.17%
MISC FIRE	4	4.17%
OTHER	2	2.08%
PUBLIC SERVICE CALL	1	1.04%
SERVICE CALL C23	1	1.04%
SMOKE ALARM	4	4.17%
SMOKE REPORT	2	2.08%
SMOLDERING/FIRE	2	2.08%
SPECIAL ASSIGNMENT	1	1.04%
STRUCTURE FIRE	6	6.25%
TEST	4	4.17%
TRAINING	21	21.88%
TRAINING FIRE	2	2.08%
VEHICLE FIRE	3	3.13%
Total Records For HERTFORD FD	96	Dept Calls/Total Calls 1.06%

HERTFORD POLICE	Count Per Type	Type Percent for Dept
ABANDON VEH	2	0.08%
ABDOMEN	1	0.04%
ABDOMINAL PAIN	4	0.15%
ABSCESS	1	0.04%
ACCIDENT 10-50	44	1.68%
Accidental 911 Call	3	0.11%
ALARM BANK OR BURGLAR	98	3.73%

HERTFORD POLICE	Count Per Type	Type Percent for Dept
ALARM MEDICAL	2	0.08%
ALARM/INTRUDER	1	0.04%
ALARM/MEDICAL	1	0.04%
ALARM/PANIC	3	0.11%
ALZHEIMERS	1	0.04%
ANIMAL ATTACK/NON-INJURY	1	0.04%
ANIMAL BITES	3	0.11%
ANIMAL CASE	2	0.08%
ARMED KNIFE/GUN	1	0.04%
ASSAULT	4	0.15%
ASSIST MOTORIST	6	0.23%
ASSIST OFFICER	9	0.34%
ASTHMA ATTACK	1	0.04%
ATTEMPT B & E	2	0.08%
ATTEMPT SUICIDE	2	0.08%
ATTEMPT TO LOCATE	3	0.11%
B&E	8	0.30%
B&E IN PROGRESS	8	0.30%
BALL GAME	2	0.08%
BASKETBALL GAME	1	0.04%
BLEEDING	4	0.15%
BREATHING DIFF	32	1.22%
BURN	1	0.04%
BURNING SMELL	1	0.04%
CANCER PT	1	0.04%
CARBON MONOXIDE	2	0.08%
CARDIAC	2	0.08%
CAT CASE	2	0.08%
CATHETER	1	0.04%
CHASE T80	4	0.15%
CHEST PAIN	13	0.50%
CHILD ABUSE	2	0.08%
CHILD CUSTODY	2	0.08%
CIVIL PROCESS	63	2.40%
CODE BLUE	1	0.04%
COMMUNITY SERVICE	1	0.04%
CONFUSION	1	0.04%
CONGESTIVE	1	0.04%
CONTROL/BURN	1	0.04%
CUTS/CUTTING	1	0.04%
DEBRIS T52	10	0.38%
DEHYDRATED	1	0.04%
DIABETIC	4	0.15%
DISABLE VEHICLE	27	1.03%
DISORDERLY	7	0.27%
DISORIENTATION	2	0.08%
DISPUTE	28	1.07%
DISRUPTIVE PERSON	17	0.65%

HERTFORD POLICE	Count Per Type	Type Percent for Dept
DISTURBING PEACE	9	0.34%
DIZZY/WEAK	3	0.11%
DOA T79	1	0.04%
DOG CASE T11	8	0.30%
DOMESTIC T16	21	0.80%
DRILL	1	0.04%
DRIVE-OFF C52	1	0.04%
DRUG POSSESS C90	5	0.19%
DRUNK DRIVER T55	3	0.11%
DRUNK PERSON T56	2	0.08%
ELECTRICAL FIRE	1	0.04%
ELECTRICAL LINE DOWN	1	0.04%
ELECTRICAL PROBLEM/OUTAGE	1	0.04%
ESCORT T59	71	2.71%
FAINING	4	0.15%
FALLS	19	0.72%
FIGHT T10	12	0.46%
FIRE ALARM	5	0.19%
FOLLOW UP CALL	24	0.91%
FRACTURE	1	0.04%
FRAUD	1	0.04%
FUEL SPILL	1	0.04%
GAMBLING C42	2	0.08%
GAS FUMES	1	0.04%
GAS/CHEMICAL SPILLS	1	0.04%
GRASS FIRE	3	0.11%
GUN SHOTS	9	0.34%
HANG-UP 911	28	1.07%
HARASSING PERSON	3	0.11%
HEAD INJURY	2	0.08%
HEADACHE	1	0.04%
HEART ATTACK	3	0.11%
HIGH BLOOD PRESSURE	1	0.04%
HIGH/LOW BLOOD PRESSURE	2	0.08%
HIP/LEG PAIN	1	0.04%
HIT AND RUN T57	8	0.30%
HOLD UP C37	3	0.11%
ILLEGALLY PARKED	4	0.15%
IMPRO PARKED T92	3	0.11%
INFECTION	4	0.15%
INTOXICATED DRIVER	3	0.11%
INTOXICATED PEDESTRIAN	1	0.04%
INVESTIGATION	29	1.11%
KNEE INJURY	1	0.04%
LACERATION	1	0.04%
LARCENY	4	0.15%
LIFELINE ALERT	3	0.11%
LIFTING ASSISTANCE	1	0.04%

HERTFORD POLICE	Count Per Type	Type Percent for Dept
LIVESTOCK T54	2	0.08%
LOCK/UNLOCK VEHICLE	6	0.23%
LOITERING	1	0.04%
LOUD MUSIC	33	1.26%
MAGISTRATE ESCORT	11	0.42%
MEET COMP C44	24	0.91%
MENTAL SUBJECT T96	7	0.27%
MISC FIRE	3	0.11%
MISC ILLNESS	23	0.88%
MISSING/LOST T82	3	0.11%
MISUSE 911	4	0.15%
NOISE T18	4	0.15%
ORDINANCE VIOLATION	2	0.08%
OTHER	47	1.79%
OVERDOSE	1	0.04%
PAIN	14	0.53%
PAN-HANDLING	2	0.08%
PANIC ATTACK	1	0.04%
PATROL/ AREA	5	0.19%
PATROL/BUSINESS	416	15.85%
PATROL/FOOT	28	1.07%
PATROL/RESIDENCE	2	0.08%
PRISONER IN CUSTODY	6	0.23%
PROPERTY DAMAGE	6	0.23%
PROWLER T14	1	0.04%
PUBLIC SERVICE CALL	15	0.57%
RACING VEHICLE	4	0.15%
RAILROAD CROSSING	4	0.15%
RECKLESS DRIVING T94	32	1.22%
RECOVER PROPERTY	2	0.08%
REPO T64	2	0.08%
ROBBERY	1	0.04%
SCAM	3	0.11%
SECURITY CHECK	304	11.59%
SEIZURES	8	0.30%
SERVE PAPER C4	40	1.52%
SERVICE CALL C23	33	1.26%
SHOP LIFT C47	3	0.11%
SHOT BY GUN	1	0.04%
SHOTS FIRED T68	2	0.08%
SIDE/BACK PAIN	2	0.08%
SMOKE ALARM	1	0.04%
SMOKE REPORT	4	0.15%
SMOLDERING/FIRE	8	0.30%
SNAKE CALL	2	0.08%
SOCIAL SERVICE/DSS	1	0.04%
SPECIAL ASSIGNMENT	1	0.04%
SPEEDING	2	0.08%

HERTFORD POLICE	Count Per Type	Type Percent for Dept
STAND/BY	2	0.08%
STOLEN VEHICLE	1	0.04%
STRANDED MOTORIST	20	0.76%
STRAY DOG	1	0.04%
STREET SIGNS	1	0.04%
STROKE	6	0.23%
STRUCTURE FIRE	1	0.04%
SUSPICIOUS ACTIVITY	19	0.72%
SUSPICIOUS PERSON	19	0.72%
SUSPICIOUS VEHICLE	39	1.49%
THEFT C50	11	0.42%
THREATS C72	7	0.27%
THREATS TO HARM C72	3	0.11%
TRACHEOTOMY	1	0.04%
TRAFFIC COMPLIANT	1	0.04%
TRAFFIC CONTROL	16	0.61%
TRAFFIC LIGHT T49	1	0.04%
TRAFFIC STOP	442	16.84%
TRAINING	4	0.15%
TRANSPORT PRI C1	6	0.23%
TREES DOWN	2	0.08%
TRESPASSING T13	21	0.80%
UNAUTHORIZED USE	6	0.23%
UNCONSCIOUS	1	0.04%
UNRESPONSIVE	5	0.19%
VANDALISM C49	12	0.46%
VEHICLE DAMAGE	3	0.11%
VEHICLE FIRE	3	0.11%
VEHICLES ON ROADWAY	2	0.08%
VOMITING	3	0.11%
WARRANTS FOR ARREST	51	1.94%
WATER LEAKAGE	1	0.04%
WATER ON ROAD/STREET	1	0.04%
WEAK/DIZZY	1	0.04%
WELL BEING C89	20	0.76%
WRIT OF POSSESSION	1	0.04%
Total Records For HERTFORD POLICE	2624	Dept Calls/Total Calls 29.02%

HERTFORD PUBLIC WORKS	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	2	6.06%
BURNING SMELL	1	3.03%
ELECTRIC POLE	1	3.03%
ELECTRICAL FIRE	1	3.03%
ELECTRICAL LINE DOWN	2	6.06%
ELECTRICAL PROBLEM/OUTAGE	6	18.18%
MEET COMP C44	1	3.03%
MISC FIRE	1	3.03%
SERVICE CALL C23	2	6.06%

HERTFORD PUBLIC WORKS	Count Per Type	Type Percent for Dept
SEWAGE ALARM/CALL	1	3.03%
SMOKE REPORT	1	3.03%
STREET SIGNS	1	3.03%
TRAFFIC LIGHT T49	1	3.03%
TREES DOWN	1	3.03%
WATER LEAKAGE	7	21.21%
WATER PROBLEM/OUTAGE	4	12.12%
Total Records For HERTFORD PUBLIC WORKS	33	Dept Calls/Total Calls 0.36%
INTERCOUNTY FD	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	21	34.43%
BRUSH FIRE	2	3.28%
BURN	1	1.64%
CARBON MONOXIDE	2	3.28%
ELECTRIC POLE	1	1.64%
FIRE ALARM	7	11.48%
GRASS FIRE	3	4.92%
MISC FIRE	1	1.64%
MUTUAL AIDE	6	9.84%
SIDE/BACK PAIN	1	1.64%
SMOKE ALARM	1	1.64%
TRAFFIC STOP	1	1.64%
TRAINING	5	8.20%
TRAINING FIRE	2	3.28%
TREES DOWN	1	1.64%
UNABLE WALK	1	1.64%
UNRESPONSIVE	2	3.28%
VEHICLE FIRE	3	4.92%
Total Records For INTERCOUNTY FD	61	Dept Calls/Total Calls 0.67%
MAGISTRATE OFFICE	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	2	1.14%
ASSAULT	3	1.71%
ASSIST PROB/PAROLE	1	0.57%
ATTEMPT TO LOCATE	1	0.57%
B&E IN PROGRESS	1	0.57%
BALL GAME	1	0.57%
BASKETBALL GAME	1	0.57%
CHASE T80	3	1.71%
CHILD CUSTODY	2	1.14%
DISORDERLY	1	0.57%
DISPUTE	5	2.86%
DISTURBING PEACE	1	0.57%
DOMESTIC T16	6	3.43%
DRUNK DRIVER T55	1	0.57%
ESCORT T59	1	0.57%
FIGHT T10	1	0.57%
FOLLOW UP CALL	2	1.14%
GUN SHOTS	1	0.57%

MAGISTRATE OFFICE	Count Per Type	Type Percent for Dept
HANG-UP 911	2	1.14%
INTOXICATED DRIVER	1	0.57%
INVESTIGATION	1	0.57%
MAGISTRATE ESCORT	34	19.43%
MEET COMP C44	4	2.29%
OTHER	11	6.29%
PRISONER IN CUSTODY	19	10.86%
PROTECTIVE ORDER	1	0.57%
RECKLESS DRIVING T94	2	1.14%
REPO T64	1	0.57%
SERVE PAPER C4	3	1.71%
SERVICE CALL C23	3	1.71%
SHOP LIFT C47	2	1.14%
STRANDED MOTORIST	1	0.57%
SUSPICIOUS PERSON	1	0.57%
THREATS C72	3	1.71%
THREATS TO HARM C72	2	1.14%
TRAFFIC STOP	16	9.14%
TRESPASSING T13	4	2.29%
UNAUTHORIZED USE	1	0.57%
WARRANTS FOR ARREST	29	16.57%
Total Records For MAGISTRATE OFFICE	175	Dept Calls/Total Calls 1.94%

NC DOT	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	1	3.23%
ANIMAL CASE	1	3.23%
DEAD ANIMAL T45	1	3.23%
DEBRIS T52	5	16.13%
FUEL SPILL	1	3.23%
OTHER	1	3.23%
RECKLESS DRIVING T94	1	3.23%
SMOLDERING/FIRE	1	3.23%
STOP SIGNS	1	3.23%
STREET SIGNS	1	3.23%
TRAFFIC CONTROL	1	3.23%
TRAFFIC LIGHT T49	4	12.90%
TRAFFIC SIGNS	1	3.23%
TREES DOWN	7	22.58%
WATER ON ROAD/STREET	4	12.90%
Total Records For NC DOT	31	Dept Calls/Total Calls 0.34%

NC FORESTRY	Count Per Type	Type Percent for Dept
BRUSH FIRE	4	40.00%
GRASS FIRE	2	20.00%
MISC FIRE	1	10.00%
SMOKE REPORT	1	10.00%
STRUCTURE FIRE	1	10.00%
WOODS /BRUSH FIRE	1	10.00%
Total Records For NC FORESTRY	10	Dept Calls/Total Calls 0.11%

NC PROBATION/PAROLE		Count Per Type	Type Percent for Dept
ASSIST PROB/PAROLE	1	16.67%	
MAGISTRATE ESCORT	1	16.67%	
PUBLIC SERVICE CALL	1	16.67%	
SERVICE CALL C23	1	16.67%	
TRAFFIC STOP	1	16.67%	
TRANSPORT PRI C1	1	16.67%	
Total Records For NC PROBATION/PAROLE	6	Dept Calls/Total Calls	0.07%
NC SHP		Count Per Type	Type Percent for Dept
ABANDON VEH	1	0.50%	
ACCIDENT 10-50	10	50.25%	
ASSIST OFFICER	5	2.49%	
DEBRIS T52	1	0.50%	
DISABLE VEHICLE	1	0.50%	
DISPUTE	1	0.50%	
DOMESTIC T16	1	0.50%	
DRUG POSSESS C90	1	0.50%	
DRUNK DRIVER T55	4	1.99%	
DRUNK PERSON T56	1	0.50%	
ESCORT T59	1	0.50%	
HIT AND RUN T57	1	0.50%	
INTOXICATED DRIVER	2	1.00%	
MISSING/LOST T82	1	0.50%	
OTHER	3	1.49%	
PRISONER IN CUSTODY	1	0.50%	
RACING VEHICLE	3	1.49%	
RECKLESS DRIVING T94	35	17.41%	
REPO T64	1	0.50%	
SECURITY CHECK	1	0.50%	
SERVICE CALL C23	1	0.50%	
SPEEDING	1	0.50%	
STRANDED MOTORIST	5	2.49%	
SUSPICIOUS ACTIVITY	1	0.50%	
SUSPICIOUS VEHICLE	2	1.00%	
TEST	1	0.50%	
TRAFFIC COMPLIANT	1	0.50%	
TRAFFIC STOP	10	4.98%	
TRANSFER 911 CALL	7	3.48%	
TRESPASSING T13	1	0.50%	
VEHICLE DAMAGE	1	0.50%	
VEHICLES ON ROADWAY	4	1.99%	
Total Records For NC SHP	201	Dept Calls/Total Calls	2.22%
NC WILDLIFE		Count Per Type	Type Percent for Dept
ALARM BANK OR BURGLAR	1	7.69%	
ANIMAL CASE	3	23.08%	
ARMED KNIFE/GUN	1	7.69%	
DISPUTE	1	7.69%	

NC WILDLIFE	Count Per Type	Type Percent for Dept
DOG CASE T11	1	7.69%
GAME/WILDLIFE T87	3	23.08%
GUN SHOTS	1	7.69%
HUNTING VIOLATION	1	7.69%
INVESTIGATION	1	7.69%
Total Records For NC WILDLIFE	13	Dept Calls/Total Calls 0.14%

NIGHTINGALE HELICOPTER	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	4	50.00%
ANIMAL ATTACK/NON-INJURY	1	12.50%
ASSAULT	1	12.50%
SEIZURES	1	12.50%
TRAINING	1	12.50%
Total Records For NIGHTINGALE HELICOPTER	8	Dept Calls/Total Calls 0.09%

No Units	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	4	4.44%
Accidental 911 Call	4	4.44%
ALARM BANK OR BURGLAR	1	1.11%
CAT CASE	1	1.11%
CHILD CUSTODY	2	2.22%
DISPUTE	1	1.11%
DOG CASE T11	2	2.22%
DRILL	1	1.11%
ESCORT T59	3	3.33%
HANG-UP 911	8	8.89%
ILLEGALLY PARKED	1	1.11%
INVESTIGATION	1	1.11%
LOCK/UNLOCK VEHICLE	1	1.11%
MISUSE 911	2	2.22%
NOISE T18	1	1.11%
ORDINANCE VIOLATION	1	1.11%
OTHER	17	18.89%
REPO T64	1	1.11%
ROAD CLOSED	2	2.22%
SEIZURES	1	1.11%
SMOKE REPORT	1	1.11%
SOCIAL SERVICE/DSS	1	1.11%
TEST	24	26.67%
TRAFFIC COMPLIANT	1	1.11%
TRAFFIC STOP	6	6.67%
TRAINING	1	1.11%
TRESPASSING T13	1	1.11%
Total Records For No Units	90	Dept Calls/Total Calls 1.00%

PASQUOTANK-CAMDEN EMS	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	1	10.00%
ANIMAL ATTACK/NON-INJURY	1	10.00%
ATTEMPT SUICIDE	1	10.00%

PASQUOTANK-CAMDEN EMS	Count Per Type	Type Percent for Dept
BREATHING DIFF	1	10.00%
BURN	1	10.00%
CHEST PAIN	1	10.00%
FALLS	1	10.00%
HEART ATTACK	1	10.00%
MISC ILLNESS	1	10.00%
SIDE/BACK PAIN	1	10.00%
Total Records For PASQUOTANK-CAMDEN EMS	10	Dept Calls/Total Calls 0.11%

PERQUIMANS CO 911	Count Per Type	Type Percent for Dept
ABANDON CHILD/CHILDREN	1	0.09%
ABUSE/ANIMAL	2	0.18%
ACCIDENT 10-50	4	0.36%
Accidental 911 Call	102	9.30%
ALARM BANK OR BURGLAR	28	2.55%
ALARM WATER DEPT	2	0.18%
ALARM/PANIC	3	0.27%
ANIMAL BITES	1	0.09%
ANIMAL CASE	13	1.19%
ASSAULT	2	0.18%
ATTEMPT SUICIDE	1	0.09%
B&E IN PROGRESS	1	0.09%
BOATING INCIDENTS	1	0.09%
BREATHING DIFF	1	0.09%
CAT CASE	10	0.91%
CHILD MOLEST C45	1	0.09%
CONTROL/BURN	1	0.09%
DEAD ANIMAL T45	2	0.18%
DISABLE VEHICLE	1	0.09%
DISPUTE	1	0.09%
DISRUPTIVE PERSON	1	0.09%
DOG CASE T11	19	1.73%
DOMESTIC T16	3	0.27%
DRILL	8	0.73%
DRUNK PERSON T56	1	0.09%
ELECTRICIAL PROBLEM/OUTAGE	2	0.18%
ELEVATOR CALL	3	0.27%
ESCORT T59	4	0.36%
FALLS	2	0.18%
FALSE ALARM (FIRE)	3	0.27%
FIGHT T10	1	0.09%
FIRE ALARM	4	0.36%
GAME/WILDLIFE T87	2	0.18%
GRASS FIRE	1	0.09%
GUN SHOTS	1	0.09%
HANG-UP 911	455	41.48%
LARCENY	1	0.09%
LIFELINE ALERT	2	0.18%

PERQUIMANS CO 911	Count Per Type	Type Percent for Dept
LOCK/UNLOCK VEHICLE	1	0.09%
MAGISTRATE ESCORT	1	0.09%
MEDICAL ALERT	2	0.18%
MISC FIRE	1	0.09%
MISC ILLNESS	1	0.09%
MISSING/LOST T82	1	0.09%
MISUSE 911	18	1.64%
MUTUAL AIDE	1	0.09%
OTHER	29	2.64%
PUBLIC SERVICE CALL	2	0.18%
RAILROAD CROSSING	4	0.36%
RECKLESS DRIVING T94	4	0.36%
REPO T64	36	3.28%
ROAD BLOCKED T53	1	0.09%
SECURITY CHECK	1	0.09%
SERVICE CALL C23	6	0.55%
SEWAGE ALARM/CALL	1	0.09%
SHOT BY GUN	1	0.09%
SMOLDERING/FIRE	1	0.09%
SNAKE CALL	2	0.18%
STRANDED MOTORIST	1	0.09%
STRAY CAT	7	0.64%
STRAY DOG	3	0.27%
STREET SIGNS	1	0.09%
SUICIDE C41	1	0.09%
SUSPICIOUS ACTIVITY	2	0.18%
SUSPICIOUS PERSON	3	0.27%
SUSPICIOUS VEHICLE	2	0.18%
TELEPHONE LINE	2	0.18%
TEST	78	7.11%
THEFT FR VEHICLE C51	1	0.09%
THREATS C72	2	0.18%
TRAINING	1	0.09%
TRANSFER 911 CALL	166	15.13%
TRANSFERRED CALL	11	1.00%
TREES DOWN	1	0.09%
TRESPASSING T13	2	0.18%
UNAUTHORIZED USE	1	0.09%
VEHICLES ON ROADWAY	3	0.27%
WARRANTS FOR ARREST	1	0.09%
WEAK/DIZZY	1	0.09%
WEATHER CONDITIONS	1	0.09%
WELL BEING C89	1	0.09%
Total Records For PERQUIMANS CO 911	1097	Dept Calls/Total Calls 12.13%

PERQUIMANS CO DSS	Count Per Type	Type Percent for Dept
ABANDON CHILD/CHILDREN	1	5.88%
CHILD CUSTODY	1	5.88%

PERQUIMANS CO DSS	Count Per Type	Type Percent for Dept
CHILD MOLEST C45	1	5.88%
DISPUTE	1	5.88%
ELDER ABUSE	1	5.88%
ESCORT T59	1	5.88%
MEET COMP C44	1	5.88%
MENTAL SUBJECT T96	1	5.88%
MISSING/LOST T82	1	5.88%
OTHER	1	5.88%
SOCIAL SERVICE/DSS	7	41.18%
Total Records For PERQUIMANS CO DSS	17	Dept Calls/Total Calls 0.19%

PERQUIMANS CO EMS	Count Per Type	Type Percent for Dept
ABDOMEN	3	0.32%
ABDOMINAL PAIN	13	1.37%
ABSCCESS	1	0.11%
ACCIDENT 10-50	47	4.95%
ACCIDENTAL SHOOTING	1	0.11%
ALARM MEDICAL	6	0.63%
ALARM/MEDICAL	1	0.11%
ALLERGIC REACTION	4	0.42%
ALZHEIMERS	1	0.11%
ANIMAL ATTACK/NON-INJURY	1	0.11%
ANIMAL BITES	3	0.32%
ARM PAIN	1	0.11%
ASSAULT	2	0.21%
ASTHMA ATTACK	4	0.42%
ATTEMPT SUICIDE	4	0.42%
B&E IN PROGRESS	1	0.11%
BACK INJURY	2	0.21%
BLEEDING	14	1.46%
BOATING INCIDENTS	1	0.11%
BREATHING DIFF	108	11.38%
BRUSH FIRE	1	0.11%
BURN	2	0.21%
BURNING SMELL	2	0.21%
CANCER PT	2	0.21%
CARDIAC	10	1.05%
CATHETER	1	0.11%
CHEST PAIN	58	6.11%
CHIMNEY FIRE	1	0.11%
CHOKING	5	0.53%
CODE BLUE	2	0.21%
CONFUSION	2	0.21%
CONGESTIVE	2	0.21%
CONTROL/BURN	1	0.11%
CUTS/CUTTING	2	0.21%
DEHYDRATED	9	0.95%
DIABETIC	16	1.69%

PERQUIMANS CO EMS	Count Per Type	Type Percent for Dept
DIARRHEA	1	0.11%
DISORDERLY	1	0.11%
DISORIENTATION	4	0.42%
DISPUTE	4	0.42%
DISRUPTIVE PERSON	2	0.21%
DIZZY/WEAK	18	1.90%
DOA T79	2	0.21%
DOG CASE T11	1	0.11%
DOMESTIC T16	4	0.42%
ELECTRIC POLE	1	0.11%
ELECTRICAL FIRE	1	0.11%
ELECTRICAL LINE DOWN	1	0.11%
ELECTRICAL PROBLEM/OUTAGE	1	0.11%
ESCORT T59	1	0.11%
FAINING	15	1.58%
FALLS	109	11.49%
FEVER/HIGH TEMP	6	0.63%
FIGHT T10	3	0.32%
FIRE ALARM	17	1.79%
FOOT INJURY	1	0.11%
FRACTURE	4	0.42%
GALLBLADDER	1	0.11%
GAS/CHEMICAL SPILLS	1	0.11%
GOUT	1	0.11%
GRASS FIRE	2	0.21%
HEAD INJURY	2	0.21%
HEADACHE	6	0.63%
HEART ATTACK	10	1.05%
HEAT EXHAUSTION	1	0.11%
HIGH BLOOD PRESSURE	6	0.63%
HIGH/LOW BLOOD PRESSURE	6	0.63%
HIP/LEG PAIN	10	1.05%
INFECTION	5	0.53%
KNEE INJURY	1	0.11%
LACERATION	1	0.11%
LEG INJURY	2	0.21%
LIFELINE ALERT	12	1.26%
LIFTING ASSISTANCE	7	0.74%
LOW/HIGH BLOOD SUGAR	4	0.42%
MEDICAL ALERT	7	0.74%
MENTAL SUBJECT T96	7	0.74%
MISC FIRE	3	0.32%
MISC ILLNESS	70	7.38%
MUTUAL AIDE	1	0.11%
NUMBNESS	3	0.32%
NUMBNESS ARM	1	0.11%
NUMBNESS LEG	2	0.21%
OTHER	7	0.74%

PERQUIMANS CO EMS	Count Per Type	Type Percent for Dept
OVERDOSE	3	0.32%
OVERDOSE PRESCRIPTION MEDICINE	3	0.32%
PAIN	50	5.27%
PANIC ATTACK	1	0.11%
PNEUMONIA	1	0.11%
PREGNANT	3	0.32%
PROWLER T14	1	0.11%
RACE TRACK	16	1.69%
RECKLESS DRIVING T94	2	0.21%
RESPIRATORY DISTRESS	3	0.32%
SEIZURES	27	2.85%
SERVE PAPER C4	1	0.11%
SIDE/BACK PAIN	7	0.74%
SMOKE ALARM	4	0.42%
SMOKE REPORT	2	0.21%
SPECIAL ASSIGNMENT	6	0.63%
STAND/BY	9	0.95%
STROKE	20	2.11%
STRUCTURE FIRE	5	0.53%
SUICIDE C41	2	0.21%
SUSPICIOUS ACTIVITY	1	0.11%
TEST	1	0.11%
THREATEN/ATT SUICIDE C48	2	0.21%
THROAT/NECK	1	0.11%
TRACHEOTOMY	1	0.11%
TRAFFIC STOP	1	0.11%
TRAINING	3	0.32%
TRANSPORT-PATIENT	2	0.21%
UNABLE WALK	3	0.32%
UNCONSCIOUS	4	0.42%
UNRESPONSIVE	20	2.11%
VEHICLE FIRE	4	0.42%
VOMITING	11	1.16%
WARRANTS FOR ARREST	1	0.11%
WEAK/DIZZY	10	1.05%
WELL BEING C89	8	0.84%
Total Records For PERQUIMANS CO EMS	949	Dept Calls/Total Calls 10.49%

PERQUIMANS CO SO	Count Per Type	Type Percent for Dept
ABANDON CHILD/CHILDREN	2	0.06%
ABANDON VEH	5	0.16%
ABUSE/ANIMAL	5	0.16%
ACCIDENT 10-50	124	4.02%
Accidental 911 Call	2	0.06%
ACCIDENTAL SHOOTING	1	0.03%
ALARM BANK OR BURGLAR	165	5.34%
ALARM MEDICAL	1	0.03%
ALARM/INTRUDER	3	0.10%

PERQUIMANS CO SO	Count Per Type	Type Percent for Dept
ALARM/MEDICAL	1	0.03%
ALARM/PANIC	11	0.36%
ANIMAL ATTACK/NON-INJURY	2	0.06%
ANIMAL BITES	13	0.42%
ANIMAL CASE	35	1.13%
ARSON	1	0.03%
ASSAULT	17	0.55%
ASSIST MOTORIST	10	0.32%
ASSIST OFFICER	12	0.39%
ASTHMA ATTACK	2	0.06%
ATTEMPT B & E	2	0.06%
ATTEMPT SUICIDE	8	0.26%
ATTEMPT TO LOCATE	6	0.19%
B&E	34	1.10%
B&E IN PROGRESS	8	0.26%
BALL GAME	7	0.23%
BASEBALL GAME	2	0.06%
BASKETBALL GAME	6	0.19%
BLEEDING	2	0.06%
BOATING INCIDENTS	1	0.03%
BREATHING DIFF	9	0.29%
BRUSH FIRE	4	0.13%
BURN	1	0.03%
BURNING SMELL	1	0.03%
CARDIAC	3	0.10%
CAT CASE	21	0.68%
CHASE T80	3	0.10%
CHILD ABUSE	1	0.03%
CHILD CUSTODY	8	0.26%
CHILD MOLEST C45	1	0.03%
CHIMNEY FIRE	1	0.03%
CIVIL PROCESS	437	14.15%
CONFUSION	1	0.03%
CONTROL/BURN	2	0.06%
CRIMINAL SUMMONS	7	0.23%
DEAD ANIMAL T45	3	0.10%
DEBRIS T52	14	0.45%
DECEASED NOTIFICATION	2	0.06%
DIABETIC	1	0.03%
DISABLE VEHICLE	19	0.62%
DISORDERLY	6	0.19%
DISPUTE	47	1.52%
DISRUPTIVE PERSON	15	0.49%
DISTURBING PEACE	6	0.19%
DIZZY/WEAK	2	0.06%
DOA T79	1	0.03%
DOG CASE T11	50	1.62%
DOMESTIC T16	33	1.07%

PERQUIMANS CO SO	Count Per Type	Type Percent for Dept
DOMESTIC VIOLENCE ORDER	6	0.19%
DRILL	1	0.03%
DRUG POSSESS C90	7	0.23%
DRUNK DRIVER T55	5	0.16%
DRUNK PERSON T56	3	0.10%
ELDER ABUSE	1	0.03%
ELECTRIC POLE	1	0.03%
ELECTRICAL LINE DOWN	2	0.06%
ELECTRICIAL PROBLEM/OUTAGE	4	0.13%
ESCORT T59	100	3.24%
EVICTON	5	0.16%
FAINING	3	0.10%
FALLS	6	0.19%
FALSE ALARM (FIRE)	1	0.03%
FIGHT T10	16	0.52%
FIRE ALARM	5	0.16%
FOLLOW UP CALL	23	0.74%
FRACTURE	1	0.03%
FRAUD	3	0.10%
FUEL SPILL	1	0.03%
GAME/WILDLIFE T87	1	0.03%
GRASS FIRE	4	0.13%
GUN SHOTS	9	0.29%
HANG-UP 911	16	0.52%
HARASSING PERSON	2	0.06%
HARASSING PHONE CALLS T66	3	0.10%
HEART ATTACK	1	0.03%
HIP/LEG PAIN	2	0.06%
HIT AND RUN T57	5	0.16%
IMPRO PARKED T92	1	0.03%
INTOXICATED DRIVER	3	0.10%
INTOXICATED PEDESTRIAN	2	0.06%
INVESTIGATION	35	1.13%
LARCENY	12	0.39%
LITTERING	3	0.10%
LIVESTOCK T54	8	0.26%
LOCK/UNLOCK VEHICLE	105	3.40%
LOCK-DOWN	1	0.03%
LOUD MUSIC	8	0.26%
MAGISTRATE ESCORT	9	0.29%
MEDICAL ALERT	3	0.10%
MEET COMP C44	14	0.45%
MENTAL SUBJECT T96	19	0.62%
MISC FIRE	3	0.10%
MISC ILLNESS	4	0.13%
MISSING/LOST T82	11	0.36%
MISUSE 911	2	0.06%
NOISE T18	15	0.49%

PERQUIMANS CO SO	Count Per Type	Type Percent for Dept
NON-EMER TRANSPST	1	0.03%
OTHER	75	2.43%
OVERDOSE	1	0.03%
OVERDOSE PRESCRIPTION MEDICINE	1	0.03%
PATROL/ AREA	2	0.06%
PATROL/BUSINESS	6	0.19%
PATROL/FOOT	6	0.19%
PRISONER IN CUSTODY	27	0.87%
PROPERTY DAMAGE	9	0.29%
PROTECTIVE ORDER	6	0.19%
PROWLER T14	5	0.16%
PUBLIC SERVICE CALL	11	0.36%
RABID ANIMAL	1	0.03%
RACING VEHICLE	6	0.19%
RAILROAD CROSSING	1	0.03%
RECKLESS DRIVING T94	46	1.49%
RECOVER PROPERTY	6	0.19%
REPO T64	1	0.03%
RESPIRATORY DISTRESS	1	0.03%
RUN AWAY	2	0.06%
SCAM	7	0.23%
SECURITY CHECK	99	3.21%
SEIZURES	1	0.03%
SERVE PAPER C4	124	4.02%
SERVICE CALL C23	44	1.42%
SHOP LIFT C47	2	0.06%
SHOTS FIRED T68	12	0.39%
SIT/SERVE IVC PAPERS	9	0.29%
SMOKE ALARM	1	0.03%
SMOKE REPORT	2	0.06%
SNAKE CALL	11	0.36%
SPECIAL ASSIGNMENT	5	0.16%
SPEEDING	1	0.03%
STAND/BY	1	0.03%
STOLEN VEHICLE	6	0.19%
STOP SIGNS	1	0.03%
STRANDED MOTORIST	44	1.42%
STRAY CAT	9	0.29%
STRAY DOG	17	0.55%
STROKE	1	0.03%
STRUCTURE FIRE	5	0.16%
SUICIDE C41	3	0.10%
SUSPICIOUS ACTIVITY	24	0.78%
SUSPICIOUS PERSON	33	1.07%
SUSPICIOUS VEHICLE	79	2.56%
THEFT C50	16	0.52%
THEFT FR VEHICLE C51	2	0.06%
THREATEN/ATT SUICIDE C48	9	0.29%

PERQUIMANS CO SO	Count Per Type	Type Percent for Dept
THREATS C72	13	0.42%
THREATS TO HARM C72	3	0.10%
TRAFFIC COMPLIANT	1	0.03%
TRAFFIC CONTROL	4	0.13%
TRAFFIC STOP	294	9.52%
TRANSFER 911 CALL	1	0.03%
TRANSPORT PRI C1	41	1.33%
TRANSPORT-PATIENT	15	0.49%
TREES DOWN	6	0.19%
TRESPASSING T13	27	0.87%
UNAUTHORIZED USE	6	0.19%
UNCONSCIOUS	2	0.06%
UNDISCIPLINED CHILD	1	0.03%
UNRESPONSIVE	6	0.19%
VANDALISM C49	12	0.39%
VEHICLE DAMAGE	4	0.13%
VEHICLE FIRE	4	0.13%
VEHICLES ON ROADWAY	22	0.71%
WARRANTS FOR ARREST	95	3.08%
WELL BEING C89	59	1.91%
WOODS /BRUSH FIRE	1	0.03%
WRIT OF POSSESSION	7	0.23%
Total Records For PERQUIMANS CO SO	3088	Dept Calls/Total Calls 34.15%

PERQUIMANS CO WATER	Count Per Type	Type Percent for Dept
ALARM WATER DEPT	8	42.11%
SEWAGE ALARM/CALL	1	5.26%
WATER LEAKAGE	7	36.84%
WATER PROBLEM/OUTAGE	3	15.79%
Total Records For PERQUIMANS CO WATER	19	Dept Calls/Total Calls 0.21%

WINFALL FD	Count Per Type	Type Percent for Dept
ACCIDENT 10-50	10	18.52%
BRUSH FIRE	1	1.85%
BURNING SMELL	1	1.85%
CHIMNEY FIRE	1	1.85%
CHOKING	1	1.85%
CONTROL/BURN	1	1.85%
ELECTRICAL FIRE	1	1.85%
ELECTRICAL PROBLEM/OUTAGE	1	1.85%
FIRE ALARM	12	22.22%
GAS/CHEMICAL SPILLS	2	3.70%
GRASS FIRE	2	3.70%
MISC FIRE	4	7.41%
SMOKE ALARM	1	1.85%
SMOKE REPORT	2	3.70%
STRUCTURE FIRE	3	5.56%
TEST	4	7.41%
TRAINING	2	3.70%

WINFALL FD	Count Per Type	Type Percent for Dept
TRAINING FIRE	1	1.85%
VEHICLE FIRE	2	3.70%
WELL BEING C89	1	1.85%
WOODS /BRUSH FIRE	1	1.85%
Total Records For WINFALL FD	54	Dept Calls/Total Calls 0.60%

WINFALL PD	Count Per Type	Type Percent for Dept
ABANDON VEH	2	0.70%
ACCIDENT 10-50	7	2.44%
ALARM BANK OR BURGLAR	4	1.39%
ARSON	1	0.35%
ATTEMPT TO LOCATE	1	0.35%
B&E	1	0.35%
CIVIL PROCESS	3	1.05%
DEHYDRATED	1	0.35%
DISABLE VEHICLE	6	2.09%
DISRUPTIVE PERSON	1	0.35%
DOA T79	1	0.35%
DOG CASE T11	1	0.35%
ESCORT T59	5	1.74%
HANG-UP 911	1	0.35%
INVESTIGATION	10	3.48%
MEDICAL ALERT	1	0.35%
MEET COMP C44	6	2.09%
MISC FIRE	1	0.35%
MISC ILLNESS	1	0.35%
ORDINANCE VIOLATION	1	0.35%
OTHER	3	1.05%
PUBLIC SERVICE CALL	1	0.35%
RECKLESS DRIVING T94	2	0.70%
SCAM	1	0.35%
SEIZURES	1	0.35%
SERVE PAPER C4	4	1.39%
SERVICE CALL C23	7	2.44%
SMOLDERING/FIRE	1	0.35%
STRANDED MOTORIST	4	1.39%
STRAY DOG	1	0.35%
SUSPICIOUS ACTIVITY	1	0.35%
SUSPICIOUS PERSON	3	1.05%
SUSPICIOUS VEHICLE	9	3.14%
TRAFFIC CONTROL	1	0.35%
TRAFFIC STOP	186	64.81%
TRESPASSING T13	2	0.70%
VEHICLE DAMAGE	1	0.35%
WARRANTS FOR ARREST	1	0.35%
WELL BEING C89	3	1.05%
Total Records For WINFALL PD	287	Dept Calls/Total Calls 3.17%

WINFALL PUBLIC WORKS	Count Per Type	Type Percent for Dept
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WINFALL PUBLIC WORKS	Count Per Type	Type Percent for Dept
ALARM WATER DEPT	2	33.33%
SEWAGE ALARM/CALL	3	50.00%
WATER LEAKAGE	1	16.67%
Total Records For WINFALL PUBLIC WORKS	6	Dept Calls/Total Calls 0.07%
Total Records		9043

MONTH: September 2016

	AGRICULTURE	FAMILY/CONSUMER EDUCATION/4-H & YOUTH DEVELOPMENT
DAYS WORKED (TOTAL)	42	40
HOURS ANNUAL LEAVE	9	24
HOURS SICK LEAVE	0	0
DAYS WORKED IN FIELD	16	25
DAYS WORKED IN OFFICE	26	15
DAYS WORKED WITH ADULTS	30	25
DAYS WORKED WITH YOUTH	5	7
NUMBER OF VISITS MADE IN COUNTY	46	8
NUMBER OF VISITS IN OFFICE	7	5
NUMBER OF TELEPHONE CALLS RECEIVED	50	72
NUMBER OF NEWS ARTICLES PREPARED	1	0
NUMBER OF RADIO PROGRAMS	0	0
NUMBER OF NEWSLETTERS MAILED	0	0
NUMBER OF INDIVIDUAL LETTERS	347	191
NUMBER OF MILES TRAVELED	754	375
NUMBER OF DEMONSTRATIONS OR DISPLAYS		1

EXTENSION - SPONSORED EDUCATIONAL MEETINGS, TOURS OR WORKSHOPS

TOTAL ATTENDANCE

PROGRAM AREA	#OF MEETINGS	NIGHT	BLACK	WHITE	OTHER	MALE	FEMALE
AGRICULTURE	2	0	40	84	0	94	30
CRD							
FAMILY/CONSUMER ED	6	1	16	72	0	9	79
4-H/EEFEP	8	1	11	4	0	0	151
AD LEADERSHIP							

MEETINGS OR WORKSHOPS CONDUCTED BY TRAINED VOLUNTEERS

OUTREACH EFFORTS:

PROGRAM AREA	DIFFERENT MTGS	NIGHT	TIME SPENT BY VOLUNTEERS	TOTAL ATTEND
AGRICULTURE				
CRD				
FAMILY/CONSUMER ED	4		11	12
4-H	1	1	3	15

COUNTY COMMISSIONERS REPORT

September 2016

Jared Harrell, Associate Extension Area Agent, Agriculture-Livestock

- Producer meeting in Camden for new Pasture advice
- Set up scales for Albemarle Area Jackpot show
- Attended Quarterly District Ag Agents Meeting as Vice-President
- Helped crop agent with sorghum field call
- Helped do 3 corn yield checks
- Helped do 3 national sorghum entries
- Helped with Chowan & Perquimans corn variety checks
- Helped check a cow to see if she was pregnant
- Attended wheat production meeting
- Met with producer in Gates county regarding new pasture
- Helped with Perquimans Pod Blasting for peanuts
- Held Pesticide V-training
- Helped producer select quality heifers to keep for replacements
- Did a PQA site assessment for pork producer
- Held potential judge meeting with agents for the Albemarle 4-H Livestock Show
- Helped judge livestock at Chowan County Fair
- Attended NE Ag Expo Meeting

Dylan Lilley, Assistant Extension Agent, Agriculture-Field Crops

- Attended NE Ag Agent Association meeting in Bertie County
- Measured corn yields for 3 farmers for state competition
- Measured grain sorghum yields for 2 farmers for national competition
- Helped with checking peanut maturity along with Gates and Chowan agents in Perquimans, Chowan and Gates counties
- Operated the Agri-Pride Simulator for a 4-H family day in Columbia at the Eastern 4-H Center
- Collected data for Perquimans and Camden County soybean plots with Camden and Pasquotank agents
- Attended wheat production meeting for Perquimans, Gates and Chowan counties
- Attended V-training by Jared in Perquimans
- Helped harvest Chowan Co corn variety trial plot
- Helped harvest Perquimans Co corn variety trial plot

Jewel L. Winslow, County Extension Director, Extension Agent, Family and Consumer Sciences

1. Represented NC at National Extension Association of Family Consumer Science Conference as voting Delegate (9/12-16)
2. Conducted Regional Senior Health Insurance update
3. Assisted NC Extension with Awards selection
4. Prepared for Regional Aging with Gusto Conference
5. Judged Chowan County Fair
6. Staff Update

Meredith Wood, Assistant Extension Agent, 4-H and Youth Development

- Attended NCAE4-HA association state meeting at the Hilton Garden Inn, Kitty Hawk. This was a week of professional development workshops, as well as networking with other 4-H Agents. (9/13-16/2016)
- Met at the Pasquotank Extension Center to discuss the upcoming spring 4-H Livestock Show. We discussed ideas about who would be fit to judge the show. (9/21/16)
- Judged adult photography for the Chowan County Fair. (9/26/16)
- Met with Pasquotank 4-H Agent, CED, and Perquimans CED to discuss a plan on how to deal with difficult situations. A committee is being formed to help come up with new policies. (9/29/16)
- Met with Perquimans County Middle School cheerleading club. A president has been set and we are meeting weekly. Youth are learning the importance of responsibility and healthy living. (9/1/16) (9/6-8/16) (9/19-20/16) (9/23/16) (9/26-28/16)

COMMITTEE REPORTS



PERQUIMANS COUNTY EMERGENCY SERVICES

P.O. Box 563 - 159 Creek Drive - Hertford, NC 27944

(252) 426-5646 Phone - (252) 426-3306 Fax

911 Communications Board Meeting

Thursday, July 28, 2016– 7:00 P.M. - Perquimans Emergency Services Building

MINUTES

Welcome – Provided by Jonathan Nixon followed by the blessing by Mayor Fred Yates at 7pm.

Minutes from April 28, 2016 Meeting –via email.

Reports:

911 Center – Jonathan Nixon provided the following report:

STAFFING

- One advancement (Krystal Agosto – Shift Supervisor/Training Officer)
- One new Full-Time TC (Emily Harrell)
- Two New Part-time TCs (Sue Ann Cestaro & Jackie Downing)

TRAINING

- Supervisors attended CAD update & DCI TAC training
- Two TCs have completed NC Dept of Justice – Training & Standards Division – Sheriff's Standards Telecommunicator Certification
- One Read & Initial training for 911 Staff

EQUIPMENT

- Tower Site continues to be visited monthly
- New recorder crashed but has been rebuilt

PROJECTS

- Backup 911 Center
 - MOU between Chowan & Perquimans approved
 - Plan submitted to state 911 staff
 - Extension granted through June 30, 2017
- Grant applications submitted – Total project costs: \$533,957
- Equipment Upgrades
 - Complete with equipment upgrades totaling near \$315,000
 - Text-to-911 is online for the 4 major carriers and we should be ready to announce to the community soon
 - Grant application submitted – Total project costs: \$533,957

APPROVED BUDGET REQUESTS

- Advancement to Emergency Medical Dispatch (EMD) was approved locally
 - Approx. \$75,000 to be paid by State 911 Funds for training, software & card set system (pending approval)
 - Local increase for pay increases (Salary comparison with Chowan, Pasquotank, Gates)
- Fiber internet connection
- Backup VHF Radio/Antenna System at the 911 Center
- New lighting controller for the Winfall tower

ISSUES

- Fielded the following operational complaints through July 2016:

▪ Law Enforcement	1
▪ Fire	3
▪ EMS	1
▪ Citizens	1
▪ Mapping	1
▪ 911 Dept. Review	3

GIS Mapping- Absent.

Law Enforcement

- ❖ Sheriff's Office- No report.
- ❖ Hertford PD- Skip (Bleedover) on the Law 800 frequency, same gets worse at night.
- ❖ Winfall PD- Chief Shaffer was not present and Mayor Yates had no report.

Volunteer Rescue Squad

- No report.

Fire Departments

- Chief's Association - No report.
- Bethel Fire Dept - No report.
- Belvidere Fire Dept - No report.
- Durants Neck Fire Dept - No report.
- Hertford Fire Dept - No report.
- Inter-County Fire Dept
 - Purchasing dual band radios (800 mhz Pasquotank / VHF Perq)
 - Celebrating 50th Anniversary in November 2016.
- Winfall Fire Dept - No report.
 - Confirmed a good contact had been made for the former Detention Center.
- NC Forestry
 - August 2nd Forestry will be meeting at the Wind Farm for training.
- ❖ Town of Hertford – Absent.
- ❖ Town of Winfall – No report.
- ❖ County Commissioner – Absent.
- ❖ County Manager – Absent.

❖ Emergency Services Director – Jonathan Nixon provided the following report:

◆ **Emergency Management**

- ◆ An Emergency Rescue Diver class is being coordinated for September 2016.
- ◆ There was a live HazMat Decon Exercise hosted by Center Hill Fire Dept on Tuesday, July 26, 2016. There were 91 first responders that attended the training including RRT-1 from Williamston and SMAT III from Elizabeth City.
- ◆ An Evacuation Drill with Brian Center was held on May 19, 2016 at 6:30pm. The Rescue Squad along with Hertford Fire Dept., Hertford Police Dept., EMS and Emergency Management helped with planning this event.
- ◆ Approved Budget Request for EM include the following:
 - Increase for Water Rescue Equipment/Supplies
 - Repurpose the 2001 Ford E450 to pull the boats
 - Disaster Debris Site Clearing Project
 - Carbon Monoxide & Methane Monitor

EMS

- The 2 shift supervisors and I attended the 1st OEMS Director 1010 Class held in Dare County. Good class, with great info.
- MDTs (Mobile Data Terminals) have been installed in the ambulances. We hope to have access to the Patient Care Reporting Software soon. This budget year we will be working on access to the 911 Communications via CAD.
- EMS has signed an MOU with the BOE regarding their new EMT Program.
- We met with NCOEMS this week for a detailed review of our EMS System Plan and were found to be compliant.
- On July 26, 2016, EMS, 911 Communications and Emergency Management visited the Desert Wind Farm project headquarters off of Four Mile Desert Road for a safety review and tour.
- The regional EMS Directors met this week and renewed their commitment to meet quarterly to maintain good communications among EMS agencies.
- An EMT Class sponsored by COA is scheduled to begin at the Emergency Services Building on August 15th. There are still open seats for this class.
- The following Budget Request for EMS were approved:
 - Heating Unit for the Storage Building
 - Updated Phone System (VOIP – Reduce phone lines)
 - Upgrade to Wireless Access at the ES Bldg
 - Chest Compression System (2nd unit to be purchased by the Rescue Squad)
 - New Ambulance (2 year / 10 year cycle)
 - Video Laryngoscope Units
 - Brief discussion on advancing to Paramedic (Timeline to start Jan 2017 or Jan 2018)

Old Business:

- VIPER Radio System- 2nd Touch Programming - Jonathan Nixon advised all VIPER 700/800mhz radios were reprogrammed as part of the state-funded 2nd touch reprogramming project in May.
- Fire Hydrant Mapping – still in progress. Durants Neck FD provided hydrant info for Rhonda Money
- County-wide Incident Command SOG – Michael Cartwright advised he and Todd Tilley would be representing the Fire Chiefs on this committee. A tentative date of September 13, 2016 was discussed Jonathan Nixon will contact all committee members to finalize the date/time/location.
- Texting Update – Agency Rosters – Jonathan Nixon distributed these two documents and asked that any changes to the texting be sent to him.
- Damage Assessment – tabled for the next meeting.
- CJLEADS & NCAWARE – Jonathan Nixon reviewed a proposed action plan for the 911 Center to gain access to these two tools.

New Business:

- * NIMS Training Roster (September 16, 2016) – Jonathan Nixon reminded agencies of the email dated June 20, 2016 regarding the need to complete required NIMS training.
- * Key Holder Contact Info Page – The new form currently being used by the 911 Center was displayed and it was noted that the info can be put on other agency letterhead should any other departments/agencies choose to assist in updating business contact info for the 911 Center. It was suggested that these forms be given to the Inspections Department to distribute when fire inspections are being conducted as well.
- * Emergency Response Guides (ERG) – As provided by NC Emergency Management, new ERGs were distributed to each agency. Sufficient copies have been provided to have one copy per emergency response vehicle in Perquimans County. A classroom set is also provided for PCHS for their EMT and Firefighter classes.
- * Host for October 27, 2016 Meeting – Perquimans County 911 Communications will host the October 27, 2016 Meeting
- * Additional Comments/Concerns

Meeting Schedule: October 27, 2016, January 26, 2017, April 27, 2017, July 27, 2017, October 26, 2017

Adjournment

Respectfully Submitted – Krystal Agosto, 911 Shift Supervisor/Training Officer & Jonathan Nixon, Emergency Services Director