

A G E N D A

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Upstairs Courtroom - Courthouse Annex Building
December 5, 2016
6:55 p.m.

- I. Call to Order**
- II. Prayer & Pledge**
- III. Old Business**
 - A. Approval of Minutes
 - B. Donna Winborne, CPA
 - C. Hertford Post Office
- IV. Presentation of Plaques – Janice McKenzie Cole & Matthew Peeler**
- V. Swearing in of Commissioners Kyle Jones, Joseph Hoffler, and Charles Woodard**
- VI. Election of Chairman/Vice Chairman**
- VII. Public Hearing**
 - A. **Conditional Use Permit No. CUP-16-05, requested by R&S Property Mgt. LLC 6:55 p.m.**
 - To receive citizens' comments to consider: Conditional Use Permit No. CUP-16-05, requested by R&S Property Mgt. LLC (Ronald Etheridge, II) to install a double-wide manufactured home in Belvidere Historic Agriculture District on Tax Parcel No. 1-2200-8403-RCE also known as 123 Marians Trail.
- VIII. Approval of Agenda**
- IX. Consent Agenda**

(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.)

 - A. Tax Refunds
 - B. Personnel Matters
 - 1. Resignation: IMC Investigator I
 - 2. Appointment: Tourism Development Director
 - 3. Part-Time EMT (5)
 - 4. Part-Time EMT-I (4)
 - C. Step/Merit Increases
 - 1. Department Heads
 - 2. Social Services
 - 3. Sheriff's Department
 - 4. Water Department
- X. Scheduled Appointments**
 - A. Ed Nixon, Athletic Complex 7:15 p.m.
 - B. Bill Jennings, Tax Administrator 7:20 p.m.
 - C. Susan Chaney, Social Services Director 7:20 p.m.
- XI. Commissioner's Concerns/Committee Reports**
 - A.
 - B.
 - C.
- XII. Old Business**
 - A. Updates from County Manager
 - B.

XIII. New Business

- A. Planning Items:
 - 1. Conditional Use Permit No. CUP-16-05, requested by R&S Property Mgt. LLC
- B. Emergency Management Items
 - 1. Board Appointment: Chowan/Perquimans Multi-County LEPC
 - 2. PSAP Backup Plan (Updated 11-30-16)
 - 3. Financial Documentation (Spreadsheet)
 - 4. Budget Amendment
 - 5. Grant Award Letter from the NC 911 Board
 - 6. Agreement for Grant – NC 911 Board
 - 7. Memorandum of Understanding
- C. Register of Deeds' Items
 - 1. Reinstatement of Register of Deeds' Salary
 - 2. Request for Salary Increase – Register of Deeds
 - 3. Resolution: Authorizing Removal of Certain Record Books
- D. Bank Resolution & Signature Stamp
- E. Voting Delegate for Legislative Goals Conference
- F. Sale of Surplus Vehicles
- G.
- H.
- I.

XIV. Unscheduled Appointments/Public Comments

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

- A.
- B.
- C.

XV. Adjournment