

RALPH HOLLOWELL, ALBEMARLE REGIONAL HEALTH SERVICES

Mr. Hollowell first introduced Angel White, PCG Landfill Director & Convenience Site Manager, who replaced Brad Gardner after he took another position. Mr. Hollowell felt that, since Perquimans County had several new commissioners on the Board, it would be advantageous for him to introduce Ms. White and to give an overview of the Perquimans/Chowan/County Landfill and the Convenience Sites. The following items were discussed:

- Employment opportunities
- Overview of the Landfill Facilities
- Hauling/Disposal Process and Costs
- Legislation

After Mr. Hollowell completed his overview, he asked the Board if there were any questions.

ADJOURNMENT

There being no further business to discuss, the Chairman adjourned the meeting.

Wallace E. Nelson, Chairman

Deputy Clerk to the Board

REGULAR MEETING
 January 2, 2018
 7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Tuesday, January 2, 2018, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace E. Nelson, Chairman
 Joseph W. Hoffer
 Edward R. Muzzulin
 Fondella A. Leigh, Vice Chair
 Kyle Jones
 Charles Woodard

MEMBERS ABSENT: None

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

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

AGENDA

Kyle Jones made a motion to approve the Agenda as amended. The motion was seconded by Edward R. Muzzulin. The Board voted unanimously to approve the Agenda as amended.

CONSENT AGENDA

The following items were considered to be routine and were unanimously approved on motion made by Kyle Jones, seconded by Fondella A. Leigh.

1. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Wilma Robbins	Tax Clerk	Appointment	58/6	\$26,299	01/01/2018
Kathleen Brooks	IMC I working toward IMC II	Appointment	61/3	\$27,883	01/01/2018
Clifton Beaman, Jr.	Part-Time/Fill-In Paramedic	Appointment	68/1	\$17.37/hr.	12/07/2017
Janice Brickhouse	Part-Time/Fill-In Paramedic	Appointment	68/1	\$17.37/hr.	12/07/2017
Kathryn Thomas	Part-Time/Fill-In Paramedic	Appointment	68/1	\$17.37/hr.	12/07/2017
Dustin Winslow	Part-Time/Fill-In AEMT	Appointment	66/1	\$15.91/hr.	12/07/2017
Tantina Copeland	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Codi Griggs	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Logan Hogge	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Bernard Joyce	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Dana Wavra	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Ashley Weatherford	Part-Time/Fill-In EMT	Appointment	63/1	\$13.94/hr.	12/07/2017
Richard Thrasher	Full-Time Paramedic	Promotion	68/3	\$37,945	12/07/2017
Heather Vanscoy	Full-Time Paramedic	Promotion	68/3	\$37,945	12/07/2017
Theodore Bowen	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Linwood Browder	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Bethany Buttram	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Cody Cornelius	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Chris Duty	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Aaron Grosjean	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Walter Meads	Part-Time/Fill-In Paramedic	Promotion	68/7	\$18.70	12/07/2017
Claude Morrissey	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Gerald E. Newell	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Jessica Nortman	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Maria Schwartz	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Martin Surface	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
William Tutwiler, Jr.	Part-Time/Fill-In Paramedic	Promotion	68/2	\$17.80	12/07/2017
Jessica Velvin	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Jamar Whitaker	Part-Time/Fill-In Paramedic	Promotion	68/1	\$17.37	12/07/2017
Brian Watson	Certified Deputy	Certification	65/1	\$31,667	01/01/2018
Richard Thrasher	Full-Time Paramedic	Resignation			01/26/2018

2. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Nick Lolie	Water Supervisor	74/12	\$61,566	01/01/2018
Mary Curry	Housekeeping Assistant	54/6	\$10.60/hr.	01/01/2018
Employee	Employee	Grade	New	Effective

Name	Job Title	/Step	Salary	Date
Cheryl Downing	Housekeeping Assistant	54/6	\$22,053	01/01/2018
Mamie Hurdle	Housekeeping Assistant	54/6	\$10.60/hr.	01/01/2018
Theresa Stallings	Housekeeping Assistant	54/8	\$23,155	01/01/2018
Ester White	Housekeeping Assistant	54/7	\$22,590	01/01/2018
Tammy White	Housekeeping Assistant	54/9	\$23,719	01/01/2018
Kevin Lane	Deputy Sheriff	65/3	\$33,251	01/01/2018
Faran Sawyer	Deputy Sheriff / SRO	65/3	\$ 33,251	01/01/2018

3. **Budget Amendments:**

**BUDGET AMENDMENT NO. 16
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	DSS - State Grants	1,713	
10-610-198	LIEAP - Low Income Energy Ass't.	1,713	
EXPLANATION: To amend FY 17/18 budget to reflect actual LIEAP funds allocated by the State for Perquimans.			

**BUDGET AMENDMENT NO. 17
GENERAL FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-592-061	Retirees Hosp - EMS	4,590	
10-592-060	EMS Group Insurance		4,590
EXPLANATION: To budget for retiree hospitalization (L. Harris) for FY 17/18.			

**BUDGET AMENDMENT NO. 18
WATER FUNDS**

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
35-348-003	DOT Reimbursement - WaterLine	100,000	
35-720-339	NCDOT Bridge Project	100,000	
EXPLANATION: To budget funds for Creek Drive Bridge Project with NCDOT for FY 17/18. (County to get reimbursed by DOT to move lines for Bridge Project.)			

4. **Board Appointments:** The following Board reappointments were unanimously approved by the Board:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Woodard, Charles	Agricultural Advisory Board - Commissioner	Reappointment	3 yrs.	02/01/2018
Muzzulin, Edward	Albemarle District Jail Commission	Reappointment	2 yrs.	02/01/2018
Heath, Frank (alternate)	Albemarle Regional Landfill Authority	Reappointment	4 yrs.	02/01/2018
Muzzulin, Edward	Albemarle Regional Landfill Authority	Reappointment	4 yrs.	02/01/2018
Muzzulin, Edward	Economic Development Commission - County	Reappointment	2 yrs.	02/01/2018
Nelson, Wallace	Economic Development Commission - County	Reappointment	2 yrs.	02/01/2018
Muzzulin, Edward	EMS Advisory Board	Reappointment	2 yrs.	02/01/2018
Muzzulin, Edward	RPO Transportation Advisory Committee	Reappointment	2 yrs.	02/01/2018
Leigh, Fondella	Senior Citizens Advisory Board	Reappointment	2 yrs.	02/01/2018
vonRosenberg, John	Chowan/Perquimans Multi-County LEPC	Appointment	1 yr.	01/01/2018

5. **Enclosure:** The Economic Improvement Council (EIC) has applied for the Community Service Block Grant. The State requires that they present the application to each of the counties that they represent. A copy of this application was provided to Clerk to the Board, Mary P. Hunnicutt, who has made it available to the Commissioners for review. Ms. Hunnicutt has been asked to return the letter stating that the application was presented in Perquimans County. This is for information only.

INTRODUCTION OF NEW EMPLOYEES

The following presentations were made:

1. **Delphine Madre:** County Manager Heath presented a plaque to Delphine Madre who retired on December 31, 2017 after 24 years of service with the Senior Center in Perquimans County.
2. **Faye Myers:** County Manager Heath presented a plaque to Faye Myers who retired on December 31, 2017 after 18 years of service with the Senior Center in Perquimans County.

The following employees were introduced to the Board:

1. **Beverly Gregory, Senior Center Coordinator:** Ms. Gregory introduced Penny Trueblood, Assistant Senior Citizens Coordinator, who was appointed effective December 13, 2017.

Chairman Nelson thanked them for their service to Perquimans County and welcomed Ms. Trueblood to the County.

SHARON SMITH, TOURISM DIRECTOR

Ms. Smith presented an overview of the events planned for the 350th Anniversary of Perquimans County. Afterwards, Mr. Nelson said that they had some cake for everyone present to begin the celebration.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report and an update on the program software upgrades.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following item was discussed:

- **Commissioner Hoffer:** Mr. Hoffer asked where we stood with the Ogla Simpson matter. Chairman Nelson explained that the Board would be discussing that during the Closed Session. Mr. Hoffer was satisfied with that.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- **Coastal Resources Advisory Council:** Mr. Heath explained that Mary Hunnicutt, Clerk to the Board, sent out an e-mail with a letter explaining that there four vacancies on the Coastal Resources Advisory Council. Please let Mr. Heath know if you are interested on serving on this Council by January 16th in order to get the nomination to the Council by the January 31st deadline.
- **Board Retreat:** If you have not contacted Mr. Heath with your available dates in March for the Board Retreat, he asked that you please provide them as soon as possible.

- **Jonathan Nixon:** Mr. Heath asked Jonathan Nixon, Emergency Services Director, to give an update on the transition to Paramedic in our Emergency Services Department. In addition, he thanked the Board for their support in this project. Mr. Heath provided the background of this process which started at a Board Retreat.
- **Library Project:** Mr. Heath reported that they are scheduled to move the library books to the new facility the week of January 16th.

I-87 RESOLUTION

County Manager Heath presented the Resolution that was prepared using the information from last month's Board meeting. On motion made by Edward R. Muzzulin, seconded by Joseph W. Hoffer, the Board unanimously approved the following Resolution:

**Resolution Supporting the Routing of Future Interstate Highway 87
Along US Highway 17 As Originally Authorized By Congress**

WHEREAS, one of the missions of Perquimans County is to improve the economic well-being of the citizens of Perquimans County by marketing business opportunities in our area to high-wage employers nationally and by helping interested companies, local as well as national, realize those opportunities; and

WHEREAS, Perquimans County recognizes the significant role that transportation plays in the economic well-being of a community; and

WHEREAS, proximity to an Interstate Highway in particular plays a major role in the relocation and expansion decisions of manufacturers, distributors and other high wage employers; and

WHEREAS, Congress' recent designation of US Highway 17 as the future Interstate Highway 87 will greatly aid Perquimans County's mission to attract these types of businesses and employers; and

WHEREAS, the Interstate Highway 87 route authorized by Congress is further enhanced by the economic opportunities created by Perquimans County's recent inclusion in the Port of Virginia's Foreign Trade Zone; and

WHEREAS, the primary transportation objective of constructing Interstate Highway 87 is to provide the most efficient transportation corridor possible between the metropolitan areas of Norfolk and Raleigh; and

WHEREAS, Segment 10 A, described as an alternative route to Segment 10, appeared October 26 on the North Carolina Department of Transportation's Interstate Highway 87 project update on the Department Web site; and

WHEREAS, adoption of this alternative route would require Congressional action, delaying the project by at least a year and possibly longer, and

WHEREAS, Segment 10 A would add six miles to the more direct route down US 17 as authorized by Congress; and

WHEREAS, Segment 10 A would further route motorists through significantly more local traffic congestion than the route authorized by Congress; and

WHEREAS, the cost of right-of-way along this more congested route would significantly raise the project's cost; and

WHEREAS, substituting seven additional miles of new construction through swampy terrain rather than simply upgrading an existing four-lane highway as authorized by Congress would also significantly raise the project's construction costs;

NOW, THEREFORE BE IT RESOLVED that Perquimans County strongly supports moving ahead with the original route along US Highway 17 as authorized by Congress. Perquimans County also supports the initiation of the Interstate construction at the Virginia line, working back south towards Perquimans County. Lastly, Perquimans County would be in favor of a later connector to State Highway 168 and Currituck County, after the Interstate Construction is complete and additional funds become available.

Adopted this the 2nd day of January, 2018, in Perquimans County, North Carolina.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

Mary P. Hunnicutt, Clerk to the Board

RECREATION ADVISORY COMMITTEE

Chairman Nelson explained that Kent White has resigned from the Recreation Advisory Committee as an at-large member. If anyone on the Board has someone that would be interested in serving on this committee, please provide that name to County Manager Heath prior to the February 4th meeting.

PUBLIC COMMENTS

There being no public comments, Chairman Nelson invited all those that would like a piece of cake to have one and then he proceeded to the Closed Session.

CLOSED SESSION: LEGAL MATTER

Pursuant to NC General Statute 143-318.11(3) Edward R. Muzzulin made a motion to go into Closed Session to discuss a legal matter. The motion was seconded by Joseph W. Hoffer and unanimously approved by the Board.

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Edward R. Muzzulin, seconded Kyle Jones and unanimously approved by the Board. There was no action needed after the Closed Session.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:45 p.m. on motion made by Edward R. Muzzulin, seconded by Charles Woodard.

Wallace E. Nelson, Chairman

Clerk to the Board

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WORK SESSION
January 16, 2018
7:00 p.m.

The Perquimans County Board of Commissioners met in a Work Session on Tuesday, January 16, 2018, at 7:00 p.m. in the Commissioners Room located on the first floor of the Perquimans County Courthouse Annex.

MEMBERS PRESENT: Wallace Nelson, Chairman Fondella Leigh, Vice Chair
Joseph W. Hoffler Kyle Jones
Edward R. Muzzulin Charles Woodard

MEMBERS ABSENT: None

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

Chairman Nelson called the meeting to order and Commissioner Hoffler gave the invocation. The Chairman led the Pledge of Allegiance.

AGENDA

On motion made by Joseph W. Hoffler, seconded by Edward R. Muzzulin, the Board unanimously approved the Agenda. The following matters were discussed.

DR. EDDIE WEST, THE MASONBORO GROUP

Dr. West presented a PowerPoint Presentation on potential funding formula scenarios for the school system. After answering several questions from the Board, Mr. West thanked the Board for allowing him to present his program tonight.

REGULATION OF ANIMALS

The Board has been discussing changes to our current Animal Control Ordinance to include Mary Vidaurri's request to include items on tethering. Sheriff White had also provided Mr. Heath with his comments about the enforcement of the tethering section of the Animal Control Ordinance. It was the consensus of the Board to have County Manager Heath, County Attorney High, and Chairman Nelson to meet and make a recommendation to the Board in February.

COASTAL RESOURCES ADVISORY COUNCIL

The Coastal Resources Advisory Council has four vacancies with local government representatives or individuals recommended by local governments. County Manager Heath, Chairman Nelson, and Commissioner Jones expressed an interested in serving on this Council. After discussing the appointment, it was recommended to send County Manager Heath's name in for nomination at the February meeting.

SUNDAY WATERFOWL HUNTING

County Manager Heath presented several Resolutions adopted by surrounding counties opposing Sunday hunting of waterfowl. At this time, the Board had no desire to adopt a Resolution but to keep it as it is.

COUNTY MANAGER UPDATES

County Manager Heath presented the following updates:

- **Board of Election Supervisor:** Mr. Heath informed the Board that Sydni Baker, Board of Election Supervisor, resigned effective January 26, 2018.
- **Library Project:** They are finishing up the circulation desk and fixing a few other minor problems. It all should be completed by the end of this month.

COMMISSIONER CONCERNS

The following comments were made for Commissioner concerns:

- **Commissioner Hoffler:** Mr. Hoffler asked if the County has decided what to do with the old Library building. Mr. Heath said that it was up to the Board of Commissioners but nothing has been decided as yet.
- **Commissioner Leigh:** Ms. Leigh reported that the Recreation Center had a needs assessment completed and that more information will be coming in the future.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 8:20 p.m.

Wallace E. Nelson, Chairman

Clerk to the Board
