

**A G E N D A**  
**Perquimans County Board of Commissioners**  
**SPECIAL CALLED MEETING / WORK SESSION**  
**Commissioners' Room - Courthouse Annex**  
**June 18, 2018**  
**6:50 p.m.**

- I. **Call to Order**
- II. **Prayer / Pledge**
- III. **Public Hearings**
  - A. System Development Fee ..... 6:50 p.m.  
    - *The purpose of this meeting is to receive public comments on the proposed System Development Fee.*
  - B. FY 2018-19 Budget ..... 7:00 p.m.  
    - *The purpose of this meeting is to receive public comments on the proposed FY 2018-2019 Budget. (corrected Fee Schedule attached)*
- IV. **Approval of Agenda**
- V. **Consent Agenda**
  - A. Personnel Matter
    - 1. Promotion: EMS Shift Supervisor – Paramedic
    - 2. Certification: Part-Time/Fill-In Telecommunicator
- VI. **Old Business**
  - A. School Lottery Application & Budget Amendment No. 29
- VII. **New Business**
  - A. NCDOT Annual Report (*copy of PowerPoint enclosed*)
  - B. FY 2017-2018 Year End Budget Amendments
  - C. System Development Fee
  - D. FY 2018-2019 Budget
  - E.
  - F.
  - G.
- VIII. **Special Called Meeting Adjournment**
- IX. **Work Session**
  - A.
  - B.
- X. **Adjournment**

ACTION  
TAKEN  
LATER

ACTION  
REQUIRED

NO ACTION  
REQUIRED

ACTION  
REQUIRED

**COUNTY MANAGER NOTES**  
 Perquimans County Board of Commissioners  
**SPECIAL CALLED MEETING / WORK SESSION**  
**Commissioners' Room - Courthouse Annex**  
**June 18, 2018**  
**6:50 p.m.**

- III. **Enclosures.** The Board of Commissioners will hold two Public Hearings:
  - A. System Development Fee ..... 6:50 p.m.
    - *The purpose of this meeting is to receive public comments on the proposed System Development Fee.*
  - B. FY 2018-19 Budget ..... 7:00 p.m.
    - *The purpose of this meeting is to receive public comments on the proposed FY 2018-2019 Budget.(Revised Fee Schedule attached)*
- 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. **Enclosures.** At the June 4, 2018 meeting, the Board tabled action on Perquimans County Board of Education request to approve the Lottery Application for \$18,635 to be used to purchase and install an irrigation system for the football field at the Athletic Complex. A representative from the School System will be presented to explain this request. This is for Board review and action. If approved, the Board will need to authorize Chairman to sign the Lottery Application and Budget Amendment No. 29.
- VII.A. **Enclosures.** NCDOT will present their annual report which should take about 30 minutes. ***(Copy of PowerPoint Presentation enclosed)***
- VII.B. **Enclosures.** County Manager Heath will present the FY 2017-18 year end budget amendments for Board action.
- VII.C. A Public Hearing was held earlier in the meeting. The Board will need to take action on the proposed Water Development Fee. .
- VII.D. County Manager Heath will request that the Board take action on the FY 2018-19.
- VIII. The Special Called Meeting will need to be adjourned and the Regular Work Session will begin.

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**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)*

- 1. **Enclosures:** Personnel Matters:

| Employee Name  | Employee Job Title                           | Action Required | Grade/ Step | New Salary  | Effective Date |
|----------------|--|-----------------|-------------|-------------|----------------|
| Kathryn Thomas | EMS Shift Supervisor - Paramedic             | Promotion       | 70/4        | \$43,749    | 7/01/2018      |
| Amanda Ward    | Certified Part-Time/Fill-In Telecommunicator | Certification   | 62/1        | \$13.34/hr. | 6/01/2018      |



**PERQUIMANS COUNTY  
BOARD OF COMMISSIONERS**

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

WALLACE E. NELSON  
CHAIRMAN  
FONDELLA A. LEIGH  
VICE CHAIR  
JOSEPH W. HOFFLER  
T. KYLE JONES  
EDWARD R. MUZZULIN  
CHARLES WOODARD  
W. HACKNEY HIGH, JR.  
COUNTY ATTORNEY

MARY P. HUNNICUTT  
CLERK TO BOARD

W. FRANK HEATH, III  
COUNTY MANAGER

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**PUBLIC NOTICE**

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Perquimans County will hold a Public Hearing on Monday, June 18, 2018 in the Commissioners' Room of the Perquimans County Annex Building located at 110 North Church Street, Hertford, NC. The Public Hearing is scheduled to start at 6:50 p.m. and will be held as time permits. All interested citizens are encouraged to attend.

The purpose of the public hearing is to receive citizen's comments on the proposed system development fee. The system development fee replaces the existing Perquimans County water facility fee, and there is no recommended change in the fee.

Daily Advance: Run as block advertisement on 6/15/2018  
Acct. #: 1134  
Posted on Bulletin Board: June 15, 2018  
Posted on Door: June 15, 2018  
Posted on Website: June 15, 2018

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

**NOTICE OF PUBLIC HEARING  
FOR PROPOSED FY 2018-2019  
BUDGET**

The proposed FY 2018-2019 Budget for Perquimans County was submitted to the Perquimans County Board of Commissioners on June 4, 2018 and is available for public inspection at the Clerk to the Board of Commissioners' Office in the Courthouse, Hertford, North Carolina and at the Perquimans County Library during regular business hours. A summary of the proposed budget is available on the County's website at [www.perquimanscountync.gov](http://www.perquimanscountync.gov). A Public Hearing on the proposed Budget for FY 2018-2019 will be held on June 18, 2018 at 7:00 p.m. in the Commissioners' Room located in the Perquimans County Courthouse Annex, 110 North Church Street, Hertford, NC.

All citizens attending the hearing shall have the right to provide written and oral comments and ask questions concerning the entire Budget for FY 2018-2019.

**Perquimans Weekly:**

Run in June 6, 2018 newspaper  
Account No. 1134

***I WILL NEED AN AFFIDAVIT OF PUBLICATION.***

PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2018-2019

BE IT ORDAINED THIS 18th DAY OF JUNE, 2018, BY THE BOARD OF COMMISSIONERS OF PERQUIMANS COUNTY, NORTH CAROLINA:

I. GENERAL FUND

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in the General Fund for the operation of the County Government and its activities for the fiscal year beginning July 1, 2018, and ending June 30, 2019, in accordance with the chart of account heretofore established of this County:

|  |                      |
|--|----------------------|
| Governing Body                               | \$ 69,050            |
| County Manager/Finance/Planning              | 446,256              |
| Elections                                    | 136,720              |
| Tax Department                               | 488,046              |
| Legal  | 25,000               |
| Register of Deeds                            | 268,584              |
| Public Buildings                             | 740,971              |
| Albemarle Commission                         | 9,493                |
| Sheriff                                      | 1,302,518            |
| Communications                               | 615,336              |
| Jail - Operations                            | 562,000              |
| Jail - Debt Service                          | 234,581              |
| Tax/Finance Software                         | 29,750               |
| Jury Commission                              | 2,000                |
| Fire Departments/Emergency Management        | 543,522              |
| Medical Examiner                             | 3,000                |
| Inspections                                  | 228,613              |
| Forestry Services                            | 47,996               |
| Emergency Medical Services                   | 1,594,473            |
| Natural Resource Conservation Service        | 52,845               |
| NRCS - Cost Share Program                    | 16,800               |
| Extension Services                           | 239,173              |
| Veterans Services                            | 9,002                |
| Social Services                              | 2,354,108            |
| Albemarle Regional Health Services           | 52,633               |
| Mental Health                                | 31,406               |
| Schools - Current Expense                    | 2,900,000            |
| Schools - Capital Outlay                     | 475,000              |
| Schools - Debt Service                       | 836,603              |
| Inter County Public Transportation Authority | 5,978                |
| Pettigrew Regional Library                   | 183,305              |
| Recreation                                   | 298,361              |
| Albemarle RC&D                               | 750                  |
| Various Non-Profit Contributions             | 34,500               |
| Revaluation Reserve                          | 25,000               |
| Transportation/Scrap Tires/White Goods       | 18,500               |
| Emergency Services Building Debt Service     | 105,936              |
| Aquatic Weed Control                         | 1,750                |
| Albemarle Regional Planning                  | 2,239                |
| Education - OJJ Programs                     | 64,160               |
| College of the Albemarle                     | 32,500               |
| Senior Citizens                              | 154,814              |
| Animal Shelter Operations                    | 50,000               |
| Economic Development                         | 27,500               |
| County Drainage Study                        | 20,000               |
| Library Debt Service                         | 303,974              |
| Tourism Development Authority Contribution   | 15,450               |
| Tri-County Shelter Addition                  | 22,000               |
| <b>TOTAL GENERAL FUND</b>                    | <b>\$ 15,682,196</b> |

## PERQUIMANS COUNTY

BUDGET ORDINANCE  
FY 2018-2019

Section 2: **REVENUES** - It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019:

**Ad Valorem Taxes:**

|                      |              |
|----------------------|--------------|
| Budget Year          | \$ 8,248,245 |
| Current Year         | 230,000      |
| Prior Years Summary  | 130,000      |
| Penalties & Interest | 80,000       |

**Other Taxes & Licenses:**

|                        |         |
|------------------------|---------|
| Wine & Beer License    | \$ 400  |
| Local Option Sales Tax | 420,000 |
| Local Option Sales Tax | 875,000 |
| Local Option Sales Tax | 355,000 |
| Local Option Sales Tax | 375,000 |

**Unrestricted Intergovernmental:**

|                                  |           |
|----------------------------------|-----------|
| Tax Collections - Municipalities | \$ 15,000 |
| ABC Bottle Revenue               | 4,500     |
| Beer & Wine                      | 45,000    |
| Utility Franchise Distribution   | 15,000    |
| Medicaid Hold Harmless           | 337,140   |

**Restricted Intergovernmental:****State Grants:**

|   |              |
|---|--------------|
| Social Services                                 | \$ 1,573,141 |
| Soil Conservation - Operating                   | 3,600        |
| Soil Conservation - Technician                  | 16,000       |
| Management Entity Funds                         | 7,000        |
| OJJ   | 64,160       |
| Register of Deeds - A.E. & P.F.                 | 19,419       |
| Health Department - T/ST/WG                     | 21,000       |
| School Resource Officer - Board of Education    | 85,000       |
| Senior Programs                                 | 3,647        |
| Electronic Recycling Fees                       | 1,065        |
| Drainage Fees                                   | 8,500        |
| Emergency Management Grant                      | 45,000       |
| DWI - DMV License Revocation                    | 650          |
| Nutrition                                       | 8,000        |
| Floodplain Mapping - Register of Deeds          | 5,600        |
| Register of Deeds - Dept. of Cultural Resources | 2,500        |
| Register of Deeds - State General Fund          | 2,000        |

**Permits & Fees:**

|                   |            |
|-------------------|------------|
| Building Permits  | \$ 100,000 |
| Register of Deeds | 130,000    |
| Recreation Fees   | 20,000     |
| Ambulance Fees    | 575,000    |

## PERQUIMANS COUNTY

BUDGET ORDINANCE  
FY 2018-2019

## Sales &amp; Services:

|                                 |    |        |
|---------------------------------|----|--------|
| Officer-Sheriff Fees            | \$ | 51,250 |
| Jail Fees                       |    | 10,000 |
| Rents:                          |    |        |
| Farm                            |    | 3,720  |
| Tower                           |    | 9,200  |
| Building Leases                 |    | 62,884 |
| Recreation/Senior Center        |    | 9,000  |
| Investment Earnings             |    | 20,000 |
| Miscellaneous                   |    | 20,500 |
| Subdivision Fees                |    | 1,500  |
| Zoning Fees                     |    | 3,500  |
| Tower Consulting Fees           |    | 5,000  |
| Veterans Monument Contributions |    | 100    |
| State Funds - Drug Tax          |    | 12,356 |
| State Grants - Senior Medicare  |    | 1,664  |
| Federal Drug Funds              |    | 14,925 |
| Recreation Concessions          |    | 1,000  |

## Transfer from Other Funds:

|                            |    |         |
|----------------------------|----|---------|
| Water System               | \$ | 100,000 |
| Municipal Dispatch Fees    |    | 92,030  |
| Other Revenues:            |    |         |
| Land Transfer Tax Proceeds |    | 450,000 |
| E-911 Funds                |    | 2,000   |

|                           |    |         |
|---------------------------|----|---------|
| Fund Balance Appropriated | \$ | 990,000 |
|---------------------------|----|---------|

|                            |           |                   |
|----------------------------|-----------|-------------------|
| <b>TOTAL GENERAL FUND:</b> | <b>\$</b> | <b>15,682,196</b> |
|----------------------------|-----------|-------------------|

## II. WATER DEPARTMENT

Section 1: **APPROPRIATIONS** - The following amounts are hereby appropriated in the Water System Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                                |           |                  |
|--------------------------------|-----------|------------------|
| Administration & Operations    | \$        | 2,045,871        |
| Loan Principal                 |           | 381,691          |
| Loan Interest                  |           | 38,682           |
| Contribution to General Fund   |           | 100,000          |
| <b>TOTAL WATER SYSTEM FUND</b> | <b>\$</b> | <b>2,566,244</b> |

Section 2: **REVENUES** - It is estimated that the following revenues will be available in the Water System Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                                |           |                  |
|--------------------------------|-----------|------------------|
| Investment Earnings            | \$        | 5,000            |
| Sale of Water                  |           | 1,950,000        |
| Taps & Connections             |           | 55,000           |
| Reconnections                  |           | 9,500            |
| Penalties & Interest           |           | 40,000           |
| Rent: Towers                   |           | 10,000           |
| Miscellaneous                  |           | 3,500            |
| Water Improvement Fund         |           | 1,000            |
| Fund Balance Appropriated      |           | 492,244          |
| <b>TOTAL WATER SYSTEM FUND</b> | <b>\$</b> | <b>2,566,244</b> |

## PERQUIMANS COUNTY

BUDGET ORDINANCE  
FY 2018-2019

## III. SOLID WASTE FUND

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Solid Waste Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                               |                   |
|-------------------------------|-------------------|
| Administration & Operations   | \$ 938,950        |
| Recycling Centers Maintenance | 5,000             |
| Solid Waste Refunds           | 3,000             |
| <b>TOTAL SOLID WASTE FUND</b> | <b>\$ 946,950</b> |

**Section 2: REVENUES** - (Solid Waste Fee: \$140.00 per Household). It is estimated that the following revenues will be available in the Solid Waste Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                               |                   |
|-------------------------------|-------------------|
| Solid Waste Fees              | \$ 940,000        |
| Investment Earnings           | 450               |
| Disposal Tax                  | 6,500             |
| Fund Balance Appropriated     | 0                 |
| <b>TOTAL SOLID WASTE FUND</b> | <b>\$ 946,950</b> |

## IV. REVALUATION RESERVE FUND

1. **Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                               |                  |
|-------------------------------|------------------|
| Reserve for Revaluation       | \$ 25,200        |
| <b>TOTAL REVALUATION FUND</b> | <b>\$ 25,200</b> |

2. **Section 2: REVENUES** - It is estimated that the following revenues will be available in the Revaluation Reserve Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                               |                  |
|-------------------------------|------------------|
| Investment Earnings           | \$ 200           |
| Transfer from General Fund    | 25,000           |
| <b>TOTAL REVALUATION FUND</b> | <b>\$ 25,200</b> |

## V. COURT FACILITIES FUND

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Court Facilities Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                                  |                   |
|----------------------------------|-------------------|
| Administration & Maintenance     | \$ 24,471         |
| District Attorney Office Expense | 14,140            |
| Fine & Forfeitures               | 75,000            |
| <b>TOTAL COURT FACILITIES</b>    | <b>\$ 113,611</b> |



PERQUIMANS COUNTY  
BUDGET ORDINANCE  
FY 2018-2019

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Court Facilities Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                               |           |                |
|-------------------------------|-----------|----------------|
| Investment Earnings           | \$        | 150            |
| Facility Fees                 |           | 27,500         |
| Fines & Forfeiture Fees       |           | 75,000         |
| Fund Balance Appropriated     |           | 10,961         |
| <b>TOTAL COURT FACILITIES</b> | <b>\$</b> | <b>113,611</b> |

**VI. ECONOMIC DEVELOPMENT FUND**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Economic Development Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                                   |           |               |
|-----------------------------------|-----------|---------------|
| Professional Services & Expenses  | \$        | 58,600        |
| <b>TOTAL ECONOMIC DEVELOPMENT</b> | <b>\$</b> | <b>58,600</b> |

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Economic Development Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

|                                   |           |               |
|-----------------------------------|-----------|---------------|
| Transfer from General Fund        | \$        | 27,500        |
| Investment Earnings               |           | 50            |
| Fund Balance Appropriated         |           | 31,050        |
| <b>TOTAL ECONOMIC DEVELOPMENT</b> | <b>\$</b> | <b>58,600</b> |

**VII. TOURISM DEVELOPMENT FUND - OCCUPANCY TAX**

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in the Tourism Development Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|   |           |               |
|---|-----------|---------------|
| Promotions, Marketing, Operating Expenses | \$        | 35,575        |
| Fireworks Contribution                    |           | 1,500         |
| <b>TOTAL TOURISM DEVELOPMENT</b>          | <b>\$</b> | <b>37,075</b> |

**Section 2: REVENUES** - It is estimated that the following revenues will be available in the Tourism Development Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

|                                  |           |               |
|----------------------------------|-----------|---------------|
| Transfer from General Fund       | \$        | 15,450        |
| Occupancy Tax                    |           | 7,500         |
| Intergovernmental Transfers      |           | 14,050        |
| Interest                         |           | 75            |
| <b>TOTAL TOURISM DEVELOPMENT</b> | <b>\$</b> | <b>37,075</b> |

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2018-2019

VIII. EMERGENCY TELEPHONE FUND

Section 1: **APPROPRIATIONS** - The following amounts are hereby appropriated in the Emergency Telephone Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|                                       |                   |
|---------------------------------------|-------------------|
| <u>Operating Expenses</u>             | \$ 244,257        |
| <b>TOTAL EMERGENCY TELEPHONE FUND</b> | <b>\$ 244,257</b> |

Section 2: **REVENUES** - It is estimated that the following revenues will be available in the Emergency Telephone Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

|                                       |                   |
|---------------------------------------|-------------------|
| <u>State Grants</u>                   | \$ 0              |
| <u>Emergency 911 Fee</u>              | 244,247           |
| <u>Investment Earnings</u>            | 10                |
| <b>TOTAL EMERGENCY TELEPHONE FUND</b> | <b>\$ 244,257</b> |

IX. COUNTY CONSTRUCTION FUND

Section 1: **APPROPRIATIONS** - The following amounts are hereby appropriated in the County Construction Fund for the fiscal year beginning July 1, 2018, and ending June 30, 2019.

|  |                   |
|--|-------------------|
| <u>Capital - Public Access Bathroom</u>        | \$ 35,000         |
| <u>Capital - Recreation, Courthouse, ARPDC</u> | 96,592            |
| <b>TOTAL COUNTY CONSTRUCTION FUND</b>          | <b>\$ 131,592</b> |

Section 2: **REVENUES** - It is estimated that the following revenues will be available in the County Construction Fund for the fiscal year beginning July 1, 2018 and ending June 30, 2019.

|                                       |                   |
|---------------------------------------|-------------------|
| <u>Fund Balance Appropriated</u>      | \$ 131,592        |
| <b>TOTAL SCHOOL CONSTRUCTION FUND</b> | <b>\$ 131,592</b> |

X. OTHER PROVISIONS

Section 1: The Budget Officer is hereby authorized to transfer appropriations within a fund contained herein under the following conditions:

- a) The Budget Officer may transfer amounts between objects of expenditures within a department except salary amounts without limitation.
- b) The Budget Officer may not transfer any amount between funds nor from any contingency appropriations within any fund.

Section 2: The Board of Commissioners hereby authorizes the attached Fee Schedule for FY 2018-2019.

PERQUIMANS COUNTY

BUDGET ORDINANCE

FY 2018-2019

XI. TAX LEVY

**Section 1:** There is hereby levied a tax at the rate of 57¢ (fifty-seven cents) per one hundred dollars (\$100) valuation of property listed for taxes as of January 1, 2018 for the purpose of raising the revenue listed as "Budget Year's Taxes" in the General Fund - Part I, Section 2 of this Ordinance.

**Section 2:** This rate of tax is based on an estimated total valuation of property for the purpose of taxation of \$1,447,060,526 and an estimated collection rate of 97.0%.

This Budget was approved with a vote of \_\_\_\_\_ ( ) to \_\_\_\_\_ ( ) on June 18, 2018, by a quorum of the Perquimans County Board of Commissioners being present and all present casting a vote.

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Wallace E. Nelson, Chairman  
Perquimans Co. Board of Commissioners

There is hereby established, for the fiscal year beginning July 1, 2018, and ending  
 June 30, 2019, the following fees for services as indicated:

**Building Inspections**

Construction Fees

|                                  |           |
|----------------------------------|-----------|
| Square Foot                      | \$.25/SF  |
| Minimum Fee                      | \$50.00   |
| State Fee                        | \$10.00   |
| In-ground pool (Residential)     | \$50.00   |
| In-ground pool (Commercial)      | \$125.00  |
| Carports (open all 4 sides)      | \$.125/SF |
| Daycare & ABC                    | \$75.00   |
| Group/ Foster Homes              | \$50.00   |
| Storage Building 12 x 12 or less | \$25.00   |

Electrical Fees

|                                 |                |
|---------------------------------|----------------|
| Minimum Fee                     | \$30.00        |
| Square Foot                     | \$.10/SF       |
| Temporary Service               | \$30.00        |
| Service Repair                  | \$30.00        |
| Service Charge                  | \$.30/amp      |
| Swimming Pools                  | \$30.00        |
| Sub panel                       | \$10.00        |
| Generators                      | \$10.00        |
| Baseboard Heat (per thermostat) | \$10.00        |
| Photovoltaic/Solar              | \$5 per string |

Plumbing Fees

|             |         |
|-------------|---------|
| Minimum Fee | \$40.00 |
| Per Fixture | \$5.00  |
| Sprinklers  | \$50.00 |
| Per Head    | \$5.00  |

Mechanical Fees

|                                  |         |
|----------------------------------|---------|
| Central Heating/Air Conditioning | \$55.00 |
| Central - Additional Unit        | \$55.00 |
| Minimum Fee                      | \$30.00 |
| Hood System                      | \$50.00 |

Insulation Fees

|            |         |
|------------|---------|
| Insulation | \$50.00 |
|------------|---------|

L.P. & Natural Gas Fees

|                |         |
|----------------|---------|
| Minimum Fee    | \$30.00 |
| Per Gas Outlet | \$5.00  |

Sign Fees

|               |         |
|---------------|---------|
| Free Standing | \$50.00 |
|---------------|---------|

Renovation Fees

|                      |  |
|----------------------|--|
| 1/2 New Construction |  |
|----------------------|--|

Fire Inspection Fees

|                               |         |
|-------------------------------|---------|
| Mandatory Fire Code Permits   | \$50.00 |
| Group/ Foster Homes           | \$50.00 |
| Nursing Homes and<br>Daycares | \$75.00 |

Manufactured Homes

|                |          |
|----------------|----------|
| Single Section | \$150.00 |
| Multi Section  | \$185.00 |
| Electrical     | \$50.00  |
| Mechanical     | \$50.00  |
| Plumbing       | \$50.00  |

Modular Homes

|            |           |
|------------|-----------|
| All set-up | \$.25/SF  |
| Electrical | \$.30/amp |
| Plumbing   | \$40.00   |
| Mechanical | \$55.00   |

Administrative, Negllgence & Reinspections

|                |         |
|----------------|---------|
| Administrative | \$50.00 |
| Negllgence     | \$50.00 |
| Re-Inspection  | \$50.00 |

Junk Car & Trash Administration

\$75.00

Sheriff Department Fees

|  |                   |
|--|-------------------|
| Fingerprints                             | \$5.00/card       |
| Gun Purchase Permits                     | \$5.00 each       |
| Concealed Handgun Permits                | \$90.00           |
| Concealed Handgun Permit Renewals        | \$75.00           |
| Service Fees (civil papers)              | \$30.00/service   |
| Out of State Service Fees (civil papers) | \$100.00          |
| Notary                                   | \$5 per signature |

EMS Fees

|   |                        |
|---|------------------------|
| ALS-I Emergency A0427                                       | \$544.14               |
| ALS-II Emergency A0433                                      | \$787.58               |
| ALS-I or II Treatment / No Transport A0999 (including Helo) | \$300.00               |
| ALS-I Non Emergency A0426                                   | \$343.67               |
| BLS-Emergency A0429   | \$458.22               |
| BLS-Non Emergency A0428                                     | \$286.39               |
| Transports to Funeral Homes                                 | \$225.00               |
| Drag Strip Standby - 1st 2 hours                            | \$120.00               |
| Drag Strip Standby - additional hours                       | \$50.00/hour           |
| Attorney's Fees (patient's records)                         | \$12.00                |
| Ground Mileage - ALS or BLS                                 | \$14.33/Loaded Mileage |
| Specialty Care A0434  | \$930.77               |

Recreation FeesRental Fees:

|                               |                           |
|-------------------------------|---------------------------|
| Meeting Room                  | \$40.00/hr (3 hr minimum) |
| Meeting Room/Kitchen          | \$60.00/hr (3 hr minimum) |
| Gymnasium (1/2 day)           | \$250.00                  |
| Gymnasium (full day)          | \$400.00                  |
| Tennis Courts (1/2 day)       | \$50.00                   |
| Tennis Courts (full day)      | \$100.00                  |
| Outside Basketball (1/2 day)  | \$50.00                   |
| Outside Basketball (full day) | \$100.00                  |
| Field Rental (1/2 day)        | \$75.00/field             |
| Field Rental (full day)       | \$150.00/field            |
| Lights additional             | \$25.00/hour              |
| Field Rental for practices    |                           |
| Non Rec. teams                | \$15.00/hour              |
| with lights                   | \$25.00/hour              |

*Deposit in addition to any rental fees. All fees are refundable if cancelled at least 72 hrs before scheduled rental day.*

Registration Fees

|                   |               |
|-------------------|---------------|
| Youth Soccer      | \$20.00       |
| Youth Basketball  | \$20.00       |
| Volleyball        | \$20.00       |
| Softball (9-16)   | \$20.00       |
| Babe Ruth (13-15) | \$20.00       |
| Football          | \$30.00       |
| Cheerleading      | \$20.00       |
| T-Ball (4-6)      | \$20.00       |
| Coach Pitch (7-8) | \$20.00       |
| Adult Softball    | \$200.00/team |
| Adult Basketball  | \$200.00/team |
| Open Gym          | No charge     |
| Skate Park        | No charge     |

*There is a maximum of \$50 per family for each activity.*

Register of DeedsAll Instruments (Except Deeds of Trust)

|                                 |         |
|---------------------------------|---------|
| Pages 1-15                      | \$26.00 |
| Each additional page thereafter | \$4.00  |
| Multi-instrument                | \$10.00 |

Deed of Trust 1st thru 15th Page

(\$64 thru 35th page)

\$56.00

|   |             |
|---|-------------|
| Each additional page                              | \$4.00      |
| <u>UCC</u>  |             |
| 1 to 2 pages                                      | \$38.00     |
| 3 to 10 pages                                     | \$45.00     |
| Over 10 pages (Plus \$2 per page over 10)         |             |
| Search per name                                   | \$30.00     |
| Copy per page                                     | \$2.00      |
| <u>Plats</u>                                      |             |
| 1st page  | \$21.00     |
| Each additional page                              | \$21.00     |
| <u>DOT Highway Maps</u>                           |             |
| 1st page  | \$21.00     |
| Each additional page thereafter                   | \$5.00      |
| <u>Copies</u>                                     |             |
| Plat copies                                       | \$3.00 each |
| Regular copies (per page)                         | \$0.25      |
| <u>Certified copies (instruments &amp; plats)</u> |             |
| 1st page  | \$5.00      |
| Each additional page                              | \$2.00      |
| <u>Notary</u>                                     |             |
| Oath  | \$10.00     |
| Commission verification                           | \$5.00      |
| <u>Marriage License</u>                           |             |
| Issuance of license                               | \$60.00     |
| <u>Vital Records</u>                              |             |
| Certified copy (birth, death, marriage)           | \$10.00     |
| Delayed birth applications                        | \$20.00     |
| Amendments  | \$15.00     |
| Records search from Vital Records                 | \$24.00     |
| Plus payable to Vital Records                     | \$24.00     |
| Legitimations                                     | \$15.00     |
| Plus payable to Vital Records                     | \$15.00     |
| <b>Tax Department</b>                             |             |
| Copies  | \$0.25      |
| Non-aerial maps                                   | \$0.50      |
| Aerial maps                                       | \$1.20      |
| <u>GIS Mapping Price List</u>                     |             |
| Plotter   |             |

| Size     | Black & White | Image Color |
|----------|---------------|-------------|
| 8.5 x 11 | \$1.00        | \$2.00      |
| 11 x 17  | \$2.00        | \$3.00      |
| 16 x 20  | \$3.00        | \$5.00      |
| 22 x 34  | \$5.00        | \$8.00      |
| 34 x 46  | \$8.00        | \$10.00     |

Desk printer

| Size     | Black & White | Image Color |
|----------|---------------|-------------|
| 8.5 x 11 | \$0.50        | \$1.25      |
| 8.5 x 14 | \$0.75        | \$1.50      |
| 11 x 17  | \$1.00        | \$1.75      |

Data Layers

|   |  |
|---|--|
| Entire County parcels with aerial images and ownership information<br>(Available on CD & ZIP drive) | \$200.00   |
| Individual Layers   | \$50.00 first layer<br>\$25.00 each additional layer |

Individual Plotter Maps

|  |                           |
|--|---------------------------|
| Township & Municipality Street Maps  | Price based on size/color |
| Zoning Maps per Township/Municipality  | Price based on size/color |
| Full County Zoning Map   | \$12.00                   |
| County street maps, subdivision maps, and other maps created without image and little color same as listed under Plotter Black & White |                           |
| Flood maps, soil maps, census maps and others created with full color same as listed under Plotter Image/Color                         |                           |

Availability

Requests can be made Monday through Friday from 8 am to 5 pm except holidays. All efforts will be made to provide information within 5 working days

Payment

Payment is required prior to preparation of CD's, extensive copying requests, maps to be sent by mail and ftp uploads

Custom Work

A fee of \$25.00 per hour will be charged for requests for maps that we do not have the data layers for. For instance, having to go on the internet to download information.

**County Manager**

|  |         |
|--|---------|
| Zoning Ordinance                               | \$15.00 |
| Subdivision Ordinance                          | \$10.00 |
| Junk Ordinance                                 | \$10.00 |
| Junkyard Ordinance                             | \$10.00 |
| Manufactured Home Park Ordinance               | \$5.00  |
| Minimum charge for copy of any other Ordinance | \$5.00  |
| Copies   | \$0.25  |

**Water Department**

Rate Schedule

**WATER RATES-** There is a min. charge of \$15 for the first 1000 gallons; each additional thousand gallons will be \$7.00/1000 gal.

Tap-on Fees

| Size Meter           | Cost of Tap |
|----------------------|-------------|
| 3/4"                 | \$1,500.00  |
| 1"                   | \$2,500.00  |
| 2"                   | \$5,000.00  |
| Late Payment Charge  | 10% of bill |
| Renter's Deposit     | \$75.00     |
| Reconnection Fee     | \$25.00     |
| Water Meter Test Fee | \$100.00    |

Seasonal Water Conservation Rates

\$9/1000 gallons for usage more than 8000 gallons per month from May 1 through October 31

Water System Development Fee

\$500 per lot for up to and including four lots on main roads, 6 lots on secondary roads  
 \$2,500 per lot for any lots over four on main roads, 6 lots on secondary roads

System Development Fee must be paid before the Final Subdivision Plat is recorded in the Perquimans County Register of Deeds' Office.

**Planning/Zoning**

|   |   |
|---|---|
| Zoning Permit (Residential/Home Occupation)                               | \$0.00  |
| Zoning Permit (for Commercial/Industrial)                                 | \$100.00  |
| Certificate of Compliance (after first site visit)                        | \$100.00  |
| Sign Permit   | \$50.00   |
| Certificate of Compliance (after first site visit)                        | \$50.00   |
| Zoning Map Change (Re-Zoning)   | \$450.00  |
| Zoning Text Change  | \$500.00  |
| Planned Unit Development  | \$600.00 + atty. & eng. Fees, /a  |
| Conditional Use District  | \$300.00 + atty. & eng. Fees, /a  |
| Appeal or Interpretation  | \$300.00  |
| Zoning Variance Request   | \$300.00  |
| Variance to Subdivision Regulations                                       | \$100.00  |
| Subdivision Sketch Plat   | \$100.00  |
| Minor or Abbreviated Subdivision Plan                                     | \$50.00   |
| Preliminary Plat  | \$100.00 + \$15.00 per lot  |
| Final Plat  | \$100.00 + \$15.00 per lot  |
| Wireless Telecommunication Facility                                       | \$500.00 County fee   |
|   | +Minimum consultant cost of \$6,500.00  |
|   | +Certificate of Zoning Compliance (after first visit): \$100.00                 |
| Wireless Telecommunication Facility                                       |   |
| (eligible facilities request applications processed per NCGS 153A-349.53) | County fee of \$500.00  |
|   | +Minimum consultant cost of \$1000.00   |
|   | +Certificate of Zoning Compliance (after first visit): \$100.00 County Fee      |
|   | +Certificate of Zoning Compliance (Consultant fee for verification): \$3,000.00 |
| Wind Energy Facilities  | County Zoning Permit Fee of \$500.00  |
|   | +Certificate of Zoning Compliance (after first visit) \$100.00                  |
|   | +Initial Escrow Deposit (Medium Facility) \$50,000.00                           |

+Initial Escrow Deposit (Large Facility) \$50,000.00

Effective 1-04-16, Zoning Permit Fees and Escrow Deposits to be paid at the time Zoning Permit Application, Fees and detailed Site Plans are submitted for review. If Escrow Account drops below \$10,000, Applicant shall replenish to the original amount before any further action or consideration is taken on any County Permit. Remaining balance will be refunded upon Applicant receiving approval of As-Built Drawings or if Applicant fails to complete project.

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*\*Fees denoted for a given application do not include fees for subsequent applications and stages of review. Separate fees will apply for building and other permits.*

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PERQUIMANS COUNTY  
CAPITAL PROJECTS ORDINANCE  
COUNTY CONSTRUCTION FUND

This Capital Projects Ordinance is being authorized for the Perquimans Library Project.

**Section 1: APPROPRIATIONS** - The following amounts are hereby appropriated in this County Construction Fund beginning July 1, 2018, and ending June 30, 2019

|   |           |                       |
|---|-----------|-----------------------|
| <u>Capital: Public Access Bathroom</u>      | \$        | <u>35,000</u>         |
| <u>Capital - Recreation/Courthouse/ARPC</u> |           | <u>96,592</u>         |
| <b>TOTAL COUNTY CONSTRUCTION FUND</b>       | <b>\$</b> | <b><u>131,592</u></b> |

**Section 2: REVENUES** - It is estimated that the following revenues will be available for appropriation in the County Construction Fund beginning July 1, 2018, and ending June 30, 2019.

|                                       |           |                       |
|---------------------------------------|-----------|-----------------------|
| <u>Fund Balance Appropriated</u>      | \$        | <u>131,592</u>        |
| <b>TOTAL COUNTY CONSTRUCTION FUND</b> | <b>\$</b> | <b><u>131,592</u></b> |

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Wallace E. Nelson, Chairman  
Perquimans Co. Board of Commissioners

PERQUIMANS COUNTY  
 CAPITAL PROJECTS RESERVE ORDINANCE  
 LAND TRANSFER TAX  
 FOR  
 CAPITAL PROJECTS

This Capital Projects Ordinance is being authorized to provide a portion of the required funds needed for the School Construction Project and for the other Capital Projects deemed appropriate by the Board of Commissioners.

The following appropriations are being made with revenues, as listed, being available for this fund.

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2018, and ending June 30, 2019

|  |                   |
|--|-------------------|
| <u>Transfer to General Fund</u>                | \$ 450,000        |
| <b>TOTAL CAPITAL RESERVE/LAND TRANSFER TAX</b> | <b>\$ 450,000</b> |

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Reserve Ordinance beginning July 1, 2018, and ending June 30, 2019.

|  |                   |
|--|-------------------|
| <u>Land Transfer Tax</u>                       | \$ 350,000        |
| <u>Investment Earnings</u>                     | 2,000             |
| <u>Fund Balance Appropriated</u>               | 98,000            |
| <b>TOTAL CAPITAL RESERVE/LAND TRANSFER TAX</b> | <b>\$ 450,000</b> |

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Wallace E. Nelson, Chairman  
 Perquimans Co. Board of Commissioners

PERQUIMANS COUNTY  
 CAPITAL PROJECTS ORDINANCE  
 FOR  
 NC HOUSING FINANCE AGENCY  
 SINGLE FAMILY REHABILITATION PROGRAM

Section 1: APPROPRIATIONS - The following amounts are hereby appropriated in this Capital Projects Ordinance beginning July 1, 2018, and ending June 30, 2019

|  |    |                   |
|--|----|-------------------|
| <u>Rehabilitation</u>                              | \$ | <u>125,000</u>    |
| <u>Program Costs</u>                               |    | <u>50,000</u>     |
| TOTAL CAPITAL RESERVE/NC HOUSING<br>FINANCE AGENCY |    | <u>\$ 175,000</u> |

Section 2: REVENUES - It is estimated that the following revenues will be available for appropriation in the Capital Projects Ordinance beginning July 1, 2018 and ending June 30, 2019.

|  |    |                   |
|--|----|-------------------|
| <u>Single Family Rehab</u>                         | \$ | <u>175,000</u>    |
| TOTAL CAPITAL RESERVE/NC HOUSING<br>FINANCE AGENCY |    | <u>\$ 175,000</u> |

\_\_\_\_\_  
 Wallace E. Nelson, Chairman  
 Perquimans Co. Board of Commissioners

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 6/13/18

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Kathryn Lynn Thomas

SOC. SEC. NO.: \_\_\_\_\_

POSITION: Full-Time Paramedic Supervisor

DEPT.: EMS

NEW EMPLOYEE EFFECTIVE DATE: July 1, 2018

GRADE: 70 STEP: 4 SALARY: \$43,749

ENDING DATE OF PROBATIONARY PERIOD: July 1, 2019

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. 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. 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 \_\_\_\_\_

COUNTY MANAGER APPROVAL \_\_\_\_\_

[Signature]  
DATE: 6/13/18

\_\_\_\_\_  
DATE: \_\_\_\_\_

FINANCE OFFICER \_\_\_\_\_  
DATE: \_\_\_\_\_

EMPLOYMENT ACTION FORM

DATE SUBMITTED: June 13, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Amanda Ward

SOC. SEC. NO.: \_\_\_\_\_

POSITION: Certified Telecommunicator Fill-In

DEPT.: 911 Communicatians

STATUS CHANGE EFFECTIVE DATE: June 1, 2018

GRADE: 62 STEP: 1 SALARY: \$13.34 per hour

ENDING DATE OF PROBATIONARY PERIOD: June 1, 2019

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. 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. 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

COUNTY MANAGER APPROVAL

DATE: 6-13-18

DATE: \_\_\_\_\_

FINANCE OFFICER

DATE: \_\_\_\_\_

**APPLICATION  
PUBLIC SCHOOL BUILDING CAPITAL FUND  
NORTH CAROLINA EDUCATION LOTTERY**

Approved: \_\_\_\_\_

Date: \_\_\_\_\_

County: Perquimans

Contact Person: Tracy Mathews

LEA: 720 Perquimans County

Title: Perq. County Finance Officer

Address: P.O. Box 45

Phone: (252) 426-8484

Project Title: Purchase and install irrigation system at new football field

Location: South Edenton Road St., Hertford, NC

Type of Facility: Nixon Athletic Complex (Perquimans County High School)

North Carolina General Statutes, Chapter 18C, provides that a portion of the proceeds of the North Carolina State Lottery Fund be transferred to the Public School Building Capital Fund in accordance with G.S. 115C-546.2. Further, G.S. 115C-546.2 (d) has been amended to include the following:

(3) No county shall have to provide matching funds...

(4) A county may use monies in this Fund to pay for school construction projects in local school administrative units and to retire indebtedness incurred for school construction projects.

(5) A county may not use monies in this Fund to pay for school technology needs.

As used in this section, "Public School Buildings" shall include only facilities for individual schools that are used for instructional and related purposes, and does not include central administration, maintenance, or other facilities. *Applications must be submitted within one year following the date of final payment to the Contractor or Vendor.*

Short description of Construction Project: The intent of this project is to purchase and install the irrigation system for the Charles H. Ward football field at the Nixon Athletic Complex using funds saved from the installation of the complex's bleacher system/press box

Estimated Costs:

|                              |       |           |                  |
|------------------------------|-------|-----------|------------------|
| Purchase of Land             | _____ | \$        | _____            |
| Planning and Design Services | _____ |           | _____            |
| New Construction             | _____ |           | 18,835.00        |
| Additions / Renovations      | _____ |           | _____            |
| Repair                       | _____ |           | _____            |
| Debt Payment / Bond Payment  | _____ |           | _____            |
| <b>TOTAL</b>                 | _____ | <b>\$</b> | <b>18,835.00</b> |

Estimated Project Beginning Date: 05/01/2018


Est. Project Completion Date: 08/01/2018

We, the undersigned, agree to submit a statement of state monies expended for this project within 60 days following completion of the project.

The County Commissioners and the Board of Education do hereby jointly request approval of the above project, and request release of \$18,835.00 from the Public School Building Capital Fund (Lottery Distribution). We certify that the project herein described is within the parameters of G.S. 115C-546.

(Signature-Chair, County Commissioners)

(Date)

  
(Signature-Chair, Board of Education)

6-1-18  
(Date)

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**SCHOOL CONSTRUCTION FUND**  
**NO. 29**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER  | DESCRIPTION OF CODE          | AMOUNT   |          |
|--|------------------------------|----------|----------|
|  |                              | INCREASE | DECREASE |
| 65-348-001   | State School Funds - Lottery | 18,635   |          |
| 65-500-741   | Capital Outlay - High School | 18,635   |          |
|  | (Athletic Complex)           |          |          |
|  |                              |          |          |
|  |                              |          |          |
|  |                              |          |          |
|  |                              |          |          |
|  |                              |          |          |
|  |                              |          |          |
| <b>EXPLANATION:</b> To budget lottery funds for the High School Athletic Complex - Lottery Application No. 3 for FY 17/18 (#3 for Athletic Complex). |                              |          |          |
|  |                              |          |          |
|  |                              |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Finance Officer

**NORTH CAROLINA**  
Department of Transportation

**Project Updates**  
Perquimans County

Jerry Jennings, PE  
NCDOT Division One Engineer

June 16, 2018

**Items of Discussion**

- Current Staff & Introductions
- Current Projects
- Upcoming Projects
- Maintenance Operations

**Division One Board of Transportation Member**  
Allen Moran

**Division One Staff**

- Jerry Jennings, PE – Division Engineer
- Win Bridgers, PE – Division Maintenance Engineer
- Ronnie Sawyer, PE – Assistant Division Maintenance Engineer
- Gretchen Byrum, PE – Division Project Development Engineer
- Randy Midgott, PE – District Engineer
- Jim Hoadley – County Maintenance Engineer

**Current Projects**

**R-4467: S-Bridge Replacement**

- Contractor: McLean Contracting
- Bid Amount: \$56.9 Million
- Final design work is underway
- Construction: Spring 2019
- Completion Date: December 2021

**R-5716: SR 1300(New Hope Road)Widen and Resurface**

- R-5716: SR 1300-New Hope Road From SR 1302(Union Hill Rd.) to SR 1303 (Woodland Church Rd.)
  - Let Date: Apr. 2018
  - Contractor: RPC Contracting
  - Bid Amount: \$1,894,804
  - Completion Date: 5/24/2019

Project Description: Road widening from 18' to 22', 4' each shoulder reconstruction.



**B-5604: Bridge #19 Replacement on US 17 Bus.**

▶ **B-5604: Bridge #19 Replacement over Mill Creek on US 17 Bus.**  
 ◦ Let Date: May 30, 2018  
 ◦ Contractor: T.A. Loving Co.  
 ◦ Bid Amount: \$1,900,505  
 ◦ Completion Date: 11/30/2018

# Projects Under Development

**R-5740: SR 1329(Woodville Road) Upgrade Roadway**

▶ **R-5740: SR 1329-Woodville Road From SR 1814/Red Banks Rd. to SR 1300 (New Hope Rd.)**  
 ◦ Right of Way: Underway  
 ◦ Let Date: June 2019  
 ◦ Estimated Costs: \$4,750,000

**Project Description:** Road widening from 18' to 22', 4' earth shoulder reconstruction.

**17BP.1.R93: Bridge #29 Replacement on SR 1200 Bethany Church Rd.**

▶ **17BP.1.R93: SR 1200-Replace Bridge #29**  
 ◦ Let Date: Apr. 2021  
 ◦ Estimated Costs: 5802,000

**R-5806: SR 1336(Harvey Point Road) Upgrade Roadway**

▶ **R-5806: SR 1336-Harvey Point Road From US 17 to Church's Lane**  
 ◦ Estimated Costs: \$6,210,000  
 ◦ Right of Way: FY 2022  
 ◦ Let Date: FY 2023

**Project Description:** Widening from 18' to 22', shoulder reconstruction, curb & gutter.

**R-4458: SR 1300(New Hope Road) Convert at Grade Intersection to an Interchange**

▶ **R-4458: SR 1300-New Hope Road Convert at-grade Intersection to Interchange**  
 ◦ Estimated Costs: \$11.8 Million  
 ◦ Right of Way: FY 2023  
 ◦ Let Date: FY 2025

**R-4459: SR 1336(Harvey Point Road) Convert at Grade Intersection to an Interchange**

- R-4459: SR 1336-Harvey Point Road Convert at-grade Intersection to Interchange
  - Estimated Costs: \$12.0 Million
  - Right of Way: FY 2024
  - Let Date: FY 2026

**Future I-87**

- Feasibility Study is now available for I-87 (US 64 from SR 1003 in Wendell to US 17 in Williamston)
- DRAFT Feasibility Study is now available for I-87 (US 17 from Williamston to the Virginia Line) at the below link: <https://www.ncdot.gov/resources/road-projects/transportation/>
- US 17-Future I-87 (R-3856) from US 17A/532E North of Elizabeth City to Virginia State Line is included in the 2017 STIP
  - R/W: FY 2025
  - Conv: FY 2027

**State Transportation Improvement Program (STIP)**

- STIP identifies funding and scheduling of projects
- Projects are selected through a data driven process in coordination with Albemarle RPO
- 10 Year Program (currently 2018-2027)
  - 1st Five Years is "Delivery STIP" – committed projects
  - 2nd Five Years is "Developmental STIP" – projects in early scoping and environmental development stage
- Updated every 2 years
- Current STIP contains over \$28 Billion of projects
  - Highway, bridges, aviation, rail, transit, ferry, bike & pedestrian, safety, etc.

Below is the link to the latest STIP: <https://connect.ncdot.gov/resources/Asset-Management/STIP/STIP%20-%202018-2027%20-%20100%20pages%20.pdf>

**Maintenance Operations**

**HMP (Highway Maintenance Improvement Program)**

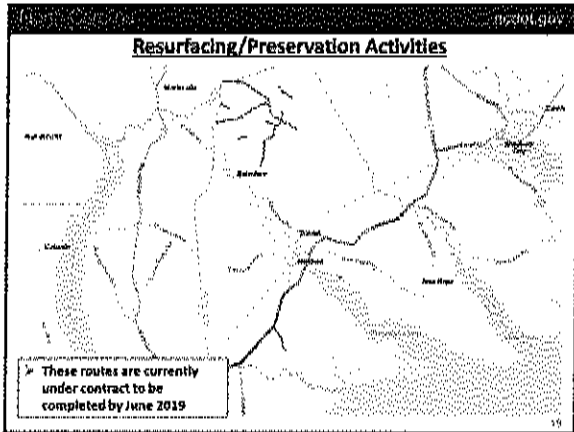
- The HMP is 5- year plan that allows us to maintain our road system in good physical condition and maintain the structural integrity and longevity of the system.
- This includes Resurfacing and Pavement Preservation

- Resurfacing: \$15.1 million planned for next 5 years (92 Miles)
- Preservation: \$1.7 million planned for next 5 years (68 Miles)

<https://connect.ncdot.gov/resources/Asset-Management/HMP-Plans/Pages/HMPlans.aspx>

**Resurfacing/Preservation Activities**

These routes are currently under contract to be completed by June 2018



- RMIP (Road Maintenance Improvement Program)**
- RMIP is a strategy to develop a plan to maintain and/or improve the functional condition of the existing roadway system
  - Increase Planned Maintenance vs. Reactive Maintenance
  - The Goal of the Program is 50% of Maintenance Allocations
    - Planned Maintenance
  - Area of Focus
    - Drainage Ditch Maintenance
    - Shoulder Maintenance
    - Pipe Replacements
    - Pavement Markings

**Who do you Contact with Maintenance Concerns?**

Perquimans County Maintenance Yard  
 Location: 427 Ocean Hwy N,  
 Hertford, NC 27954  
 Phone: 252-426-7108  
 County Maintenance Engineer: Jim Hordley  
 Phone: 252-357-0844  
 Transportation Supervisor:  
 Kenny White / 252-426-7108

<https://www.ncdot.gov/contact/>

**Questions?**

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUND**  
**NO. 30**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER                                     | DESCRIPTION OF CODE            | AMOUNT   |          |
|---|--------------------------------|----------|----------|
|   |                                | INCREASE | DECREASE |
| 10-345-008                                      | Medicaid Hold Harmless         | 27,000   |          |
| 10-356-000                                      | ROD Fees                       | 10,000   |          |
| 10-301-010                                      | DMV Taxes - Budget Year        | 22,500   |          |
| 10-510-070                                      | Sheriff Retirement             |          | 2,600    |
| 10-510-060                                      | Sheriff Group Insurance        |          | 12,000   |
| 10-510-020                                      | Sheriff Salaries               | 40,000   |          |
| 10-510-021                                      | Sheriff - Special Allowance    | 12,500   |          |
| 10-510-050                                      | Sheriff - FICA                 | 2,600    |          |
| 10-510-170                                      | Sheriff - Maintenance/Vehicles | 10,000   |          |
| 10-510-310                                      | Sheriff - Automotive Supplies  | 9,000    |          |
| 10-351-000                                      | Sheriff Fees                   | 1,250    |          |
| 10-510-450                                      | Concealed Gun Permits          | 1,250    |          |
| 10-511-030                                      | Dispatch - PT Salaries         |          | 20,000   |
| 10-511-020                                      | FT Salaries                    | 20,000   |          |
| 10-301-012                                      | DMV Taxes - Prior Year         | 21,600   |          |
| 10-592-070                                      | EMS - Retirement               |          | 2,000    |
| 10-592-060                                      | EMS - Group Insurance          |          | 18,000   |
| 10-592-020                                      | EMS - FT Salaries              |          | 30,000   |
| 10-592-030                                      | EMS - PT Salaries              | 70,000   |          |
| 10-592-050                                      | FICA                           | 1,600    |          |
| 10-592-070                                      | EMS - Retirement               |          | 550      |
| 10-592-061                                      | Retiree Hospitalization        | 550      |          |
| <b>EXPLANATION: General Fund year-end entry</b> |                                |          |          |
|   |                                |          |          |
|   |                                |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Finance Officer

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUND**  
**NO. 30 (CONTINUED)**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER                                     | DESCRIPTION OF CODE                 | AMOUNT   |          |
|---|-------------------------------------|----------|----------|
|   |                                     | INCREASE | DECREASE |
| 10-301-012                                      | DMV - Prior Year                    | 2,500    |          |
| 10-600-040                                      | Medical Examiner - Prof. Services   | 2,500    |          |
| 10-592-740                                      | EMS - Capital Outlay                |          | 4,500    |
| 10-592-310                                      | Automotive Supplies                 | 4,500    |          |
| 10-301-002                                      | AD Valorem Taxes - Prior Years      | 7,510    |          |
| 10-615-050                                      | Extension - FICA                    |          | 2,000    |
| 10-615-051                                      | Extension - FICA (Med.)             | 410      |          |
| 10-615-020                                      | Extension - Salaries                | 1,000    |          |
| 10-615-060                                      | Extension - Group Insurance         | 500      |          |
| 10-615-070                                      | Extension - Retirement              | 1,600    |          |
| 10-301-010                                      | DMV Taxes - Budget Year             | 15,190   |          |
| 10-660-020                                      | Senior - Salaries                   | 12,400   |          |
| 10-660-030                                      | Senior - PT Salaries                | 1,200    |          |
| 10-660-050                                      | FICA                                | 550      |          |
| 10-660-060                                      | Group Insurance                     | 1,040    |          |
| 10-670-740                                      | Soil & Water - Capital Outlay       |          | 3        |
| 10-670-050                                      | Soil & Water - FICA                 | 3        |          |
| 10-345-001                                      | Local Option Tax 1/2% A             | 10,000   |          |
| 10-682-020                                      | Capital Outlay ( School) 30% of 1/2 | 10,000   |          |
| 10-301-011                                      | DMV - Current Year                  | 15,000   |          |
| 10-690-920                                      | Jail - Medical                      | 15,000   |          |
| <b>EXPLANATION: General Fund year-end entry</b> |                                     |          |          |
|   |                                     |          |          |
|   |                                     |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Finance Officer

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUND**  
**NO. 30 (CONTINUED)**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER                                     | DESCRIPTION OF CODE              | AMOUNT   |          |
|---|----------------------------------|----------|----------|
|   |                                  | INCREASE | DECREASE |
| 10-348-006                                      | Electronic Recycling Fees        | 20       |          |
| 10-690-931                                      | Health Dept - Electronic Fees    | 20       |          |
| 10-690-933                                      | Health Department T/ST/WG        | 8,000    |          |
| 10-348-015                                      | White Goods                      | 6,000    |          |
| 10-348-016                                      | Scrap Tire                       | 2,000    |          |
| 10-347-000                                      | ABC Bottle Rehab                 | 600      |          |
| 10-690-941                                      | Mental Health Rehab              | 600      |          |
| 10-301-011                                      | DMV Taxes - Current Year         | 3,000    |          |
| 10-690-935                                      | Cost Share Program               | 3,000    |          |
| 10-430-030                                      | Board of Elections - Board       |          | 2,000    |
| 10-430-020                                      | Salaries (Clerk)                 | 2,000    |          |
| 10-430-031                                      | Board of Elections - Officers    |          | 2,200    |
| 10-430-032                                      | Board of Elections - PT Salaries |          | 5,500    |
| 10-430-040                                      | Professional Services            | 7,700    |          |
| 10-301-010                                      | DMV Taxes - Budget Year          | 7,320    |          |
| 10-450-260                                      | Tax - Advertising                | 1,820    |          |
| 10-450-280                                      | Tax - Tax Refunds                | 5,000    |          |
| 10-450-030                                      | Tax - Tax Listings/Temp Clerk    | 500      |          |
| 10-356-000                                      | ROD Fees                         | 15,000   |          |
| 10-480-452                                      | ROD Conveyance Tax               | 15,000   |          |
| <b>EXPLANATION: General Fund year-end entry</b> |                                  |          |          |
|   |                                  |          |          |
|   |                                  |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Finance Officer

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**GENERAL FUND**  
**NO. 30 (CONTINUED)**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER                                     | DESCRIPTION OF CODE            | AMOUNT   |          |
|---|--------------------------------|----------|----------|
|   |                                | INCREASE | DECREASE |
| 10-301-012                                      | DMV - Prior Year               | 21,600   |          |
| 10-301-000                                      | AD Valorem Tax - Budget Year   | 50,000   |          |
| 10-500-020                                      | Building - Salaries            | 3,500    |          |
| 10-500-031                                      | Building - Contract Work       | 10,000   |          |
| 10-500-110                                      | Building - Telephone/Postage   | 100      |          |
| 10-500-130                                      | Building - Utilities           | 1,000    |          |
| 10-500-150                                      | Building - Maint/Buildings     | 25,000   |          |
| 10-500-160                                      | Building - Maint/Equipment     | 5,000    |          |
| 10-500-170                                      | Building - Maint/Vehicles      | 1,000    |          |
| 10-500-310                                      | Building - Automotive Supplies | 1,000    |          |
| 10-500-330                                      | Building - Supplies            | 25,000   |          |
|   |                                |          |          |
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| <b>EXPLANATION: General Fund year-end entry</b> |                                |          |          |
|   |                                |          |          |
|   |                                |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

\_\_\_\_\_  
Chairman, Board of Commissioners

\_\_\_\_\_  
Finance Officer

**BUDGET AMENDMENT**  
**PERQUIMANS COUNTY BOARD OF COMMISSIONERS**  
**WATER FUND**  
**NO. 31**

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 18th DAY OF JUNE, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2017 - 2018 BUDGET.

| CODE NUMBER                                   | DESCRIPTION OF CODE       | AMOUNT   |          |
|---|---------------------------|----------|----------|
|   |                           | INCREASE | DECREASE |
| 35-720-020                                    | Water - Salaries          |          | 28,000   |
| 35-720-820                                    | Pasquotank Water Purchase | 28,000   |          |
|   |                           |          |          |
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| <b>EXPLANATION:</b> Water Fund year-end entry |                           |          |          |
|   |                           |          |          |
|   |                           |          |          |

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, 18th DAY OF JUNE, 2018

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 18th DAY OF JUNE, 2018.

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 Chairman, Board of Commissioners

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 Finance Officer