

AGENDA

All items are for discussion and possible action.
Perquimans County Board of Commissioners
Commissioners' Room - Courthouse Annex Building
August 6, 2018
7:00 p.m.

I. Call to Order

II. Prayer & Pledge

III. Approval of Agenda

IV. 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. Approval of Minutes: July 2, 2018 Regular Meeting, July 16, 2018 Work Session & July 23, 2018 Special Called Meeting
- B. Tax Refund Approvals
- C. Personnel Matters
 - 1. Appointment: Water Plant Operator
 - 2. Resignation: Soil and Water Technician
 - 3. Moving from Full-Time to Part-Time: Certified Telecommunicator Part-Time/Fill-In
 - 4. Retirement from EMS (2)
 - 5. Resignation from EMS (1)
- D. Step/Merit Increases
 - 1. Social Services Department
 - 2. EMS
 - 3. Recreation Department
 - 4. Seniors
 - 5. Sheriff's Department (3)
 - 6. Tax Department
- E. Budget Amendments No. 1
- F. Board Appointments/Resignations:
 - 1. Reappointment: County Attorney
 - 2. Resignation: Community Advisory Committee
- G. Resolution: Surplus Equipment
- H. Home & Community Care Block Grant (HCCBG) Documentation

V. INTRODUCTION OF NEW EMPLOYEES/STAFF

- A. Introduction of New Employees/Staff
 - 1. Social Services New Employees (2)
 - 2. Deputy Sheriff

VI. Scheduled Appointments

- A. Dwight Decoskey, New Albemarle Hopeline Executive Director-CEO 7:00 p.m.
- B. Bill Jennings, Tax Administrator 7:15 p.m.
- C. Susan Chaney, Social Services 7:20 p.m.

VII. Commissioner's Concerns/Committee Reports

- A.
- B.

VIII. Old Business

- A. Updates from County Manager

**ACTION
REQUIRED**

**NO
ACTION
REQUIRED**

**ACTION
REQUIRED**

- B. Animal Control Ordinance Amendment
- C.

IX.

New Business

**ACTION
REQUIRED**

- A. Perquimans County ESFRLP1719 Bid Award
- B. Seniors' Health Insurance Information Program (SHIIP) Grant
- C.
- D.
- E.
- F.

**NO
ACTION
REQUIRED**

X.

Public Comments

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

- A.
- B.
- C.

XI. Adjournment

FOR INFORMATION ONLY:

- CUP-16-06 Alpha Value, Inc. Extension Request
- Prescription Card Program

DEPARTMENT HEAD REPORT:

- Plat Log
- Code Enforcement Report
- Building Inspections Report
- Sheriff's Department

COMMITTEE WRITTEN REPORTS:

-

NOTES FROM THE COUNTY MANAGER

August 6, 2018

7:00 p.m.

IV. **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.*

V.A. The following introductions will be made:

1. **Susan Chaney:** Susan Chaney, Social Services Director, will introduce Amy Felton - Social Worker [A&T who was appointed on June 1, 2018 and Deanne Smith - IMC II -- Adult Medicaid Caseworker who was appointed July 1, 2018.
2. **Sheriff Shelby White:** Sheriff White will introduce Tori Arroyo who was appointed as Certified Deputy effective August 1, 2018.

VI.A. **Enclosure.** Dwight Decoskey, new Executive Director/CEO of Albemarle Hopeline, Inc., will introduce himself and remind the Board of the relationship between the county and Albemarle Hopeline, and provide some priorities that should be of interest to the Board.

VI.B. **Enclosure.** Bill Jennings, Tax Administrator, will present his Monthly update.

VI.C. Susan Chaney, Social Services Director, will present her monthly report.

VIII.A. County Manager Heath will present several updates to the Board.

VIII.B. **Enclosure.** A Public Hearing was held on April 2, 2018 to receive public comments on the proposed Animal Control Ordinance Amendment. At that time, the Board tabled action on the Ordinance until further discussion could be made addressing issues brought up during the Public Hearing. Chairman Nelson, County Manager Heath, County Attorney High have met and are recommending the attached revised Ordinance No. 99 which amends the Animal Control Ordinance to include regulations on tethering. Board action is being requested.

IX.A. **Enclosures.** On July 5, 2018, bids were opened from contractors that wanted to work on the five dwellings that qualified for the Single Family Rehabilitation Grant. After finding out that an interested contractor was left off the bid list, the project was rebid and the bids were opened on July 26, 2018. The bids received were as follows:

Contractor	Case #02 201 S Covent Garden St Hertford	Case #04 147 Bellway Church Rd Behidere	Case #05 211 S Covent Garden St Hertford	Case #07 306 S Church St Hertford	Case #08 113 King St Hertford
Blair Shores Builders	\$21,988	\$24,700	\$15,375	\$24,900	\$24,650
B&B Construction	\$23,850	\$21,850	\$18,850	\$22,700	\$21,650
William Holley Construction	\$22,370	\$26,325	\$18,700	\$24,875	\$19,800

The low bids are **highlighted**. The Board will need to review and award the contract for the Single Family Rehabilitation Grant Project. Board action is being requested.

IX.B. **Enclosures.** Jewel Winslow, Extension Director, has been informed that the Seniors' Health Insurance Information Program (SHIIP) has been awarded for FY 2018-19. She needs the Board to authorize the Chairman and County Staff to sign the required documentation to accept these funds. Board action is being requested.

CONSENT AGENDA NOTES

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

- A. **Enclosures:** Approval of Minutes for July 2, 2018 Regular Meeting, July 16, 2018 Work Session, & July 23, 2018 Special Called Meeting
- B. **Enclosures:** Tax Refunds – see attached list
- C. **Enclosures:** Personnel Matters

Employee Name	Employee Job Title	Action Required	Grade/ Step	New Salary	Effective Date
Christopher Wharton	Water Plant Operator	Appointment	64/18	\$47,270	9/01/2018
Caitlyn Joyner	District Soil & Water Technician	Resignation			8/15/2018
Emily Harell	Part-Time/Fill-In Certified Telecommunicator	Moving to P/T F/I	62/5	\$14.71/hr.	9/16/2018
Larry Chappell	Part-Time/Fill-In EMT	Retirement			12/01/2017
Debbie Lyman	Part-Time/Fill-In EMT-I	Retirement			12/01/2017
Katherine Weiss	Part-Time/Fill-In EMT-I	Resignation			12/01/2017

D. **Enclosures:** During the Budget process, these step/merit increases were approved for the employee. The following individuals are being recommended by their supervisor for step/merit increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Samantha Farrar	Office Assistant III	57/4	\$24,686	8/01/2018
Sonia Davenport	EMT-I	66/8	\$40,446	8/01/2018
Jonathan Blanchard	Athletic Program Supervisor	64/3	\$32,773	8/01/2018
Nettie Gordon	Secretary - Senior Center	56/5	\$11,64/hr.	8/01/2018
Brian Baker	P/T Animal Control Officer	58/3	\$12,10/hr.	8/01/2018
Brian Gregory	Deputy Sheriff	65/3	\$34,249	8/01/2018
Damon Sizemore	Deputy Sheriff (Certified)	65/2	33,434	8/01/2018
Sharon Cooper	Tax Clerk - DMV	58/4	25,796	8/01/2018

E. **Enclosures:** Budget Amendment No.1 is presented for Board action.

F. **Enclosure:** The following Board reappointment/resignation are being presented for Board action:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
High, Hackney	County Attorney	Reappointment	2 yrs.	8/01/2018
Gordon, Nettie	COC - Adult Care Home Advisory Committee	Resignation		6/30/2018

E. **Enclosure:** The Board will need to consider the enclosed Resolution requesting the Board to declare several items as surplus equipment to be traded in for another vehicle or sold on GovDeals.

F. **Home & Community Care Block Grant (HCCBG) Documentation:** We have received the Home & Community Care Block Grant (HCCBG) Contracts for FY 2018-19 for Board review and action. Board action is being requested on the enclosed Contracts.

WORK SESSION

June 18, 2018

7:00 p.m.

Following the Special Called Meeting, the Perquimans County Board of Commissioners held a Work Session on Monday, June 18, 2018, at 7:32 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

The following matter was discussed during the Work Session.

LETTER FROM THE TOWN OF HERTFORD

County Manager Heath reported to the Board that he had received a letter from the Town of Hertford regarding the basketball courts being locked up. The letter basically stated that the Hertford Town Council would still patrol the area but the gates will be open 24 hours. This is for information only. Sheriff Shelby White was present and gave some background as to why the gates were being locked at sunset. After discussion, it was suggested by Commissioner Muzzulin we should place this on the July Agenda for discussion and action. County Manager Heath is going to send a letter to the Town of Hertford asking for more information and that the Board was going to discuss it at the July 2nd meeting.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 8:45 p.m.

Wallace E. Nelson, Chairman

Clerk to the Board

REGULAR MEETING

July 2, 2018

7:00 p.m.

The Perquimans County Board of Commissioners met in a regular meeting on Monday, July 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
T. Kyle Jones
Charles Woodard

MEMBERS ABSENT: None

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

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

AGENDA

Fondella A. Leigh made a motion to approve the Agenda, as amended. The motion was seconded by Charles Woodard. The Board voted unanimously to approve the Agenda, as amended.

CONSENT AGENDA

Commissioner Jones asked that the approval of Minutes be removed for discussion. The balance of the items was considered to be routine and were unanimously approved on motion made by T. Kyle Jones, seconded by Joseph W. Hoffer.

2. Personnel Matters:

Employee Name	Employee Job Title	Action Required	Grade/Step	New Salary	Effective Date
Deanne Smith	IMC II - Adult Medicaid Caseworker	Appointment	61/4	\$29,438	7/01/2018
Tori Arroyo	Certified Deputy	Appointment	65/1	\$32,617	8/01/2018
Debbie Lyman	Part-Time/Fill-In Certified Telecommunicator	Resignation			6/24/2018

3. Step/Merit Increases:

Employee Name	Employee Job Title	Grade/Step	New Salary	Effective Date
Mary Hunnicutt	Secretary/Clerk to the Board/Personnel Officer	65/10	\$40,640	7/01/2018
Helen L. Hunter	Finance/HR Specialist	61/9	\$33,247	7/01/2018
Robin Troshood	Supervisor - Buildings & Grounds	63/8	\$38,703	7/01/2018
Howard Williams	Director	70/10	\$50,644	7/01/2018
Virgil Parrish	Chief Inspector	71/16	\$61,266	7/01/2018
Joanne Avery	IMC II	63/3	\$31,361	7/01/2018
Krystal Dozier-Bass	Public Information Assistant IV	59/4	\$26,956	7/01/2018
Angela Jordan	Social Work Supervisor III	73/5	\$51,142	7/01/2018
Caelyn Colson	EMS Shift Supervisor (Paramedic)	70/4	\$43,749	7/01/2018
James Leicester	EMS Shift Supervisor (Paramedic)	70/7	\$47,056	7/01/2018
Debbie Proctor	Secretary	61/11	\$34,910	7/01/2018
Ray Fesperman, Jr.	Sergeant	67/7	\$41,234	7/01/2018
Kendall Harrell	Sergeant	67/9	\$43,296	7/01/2018
Quinton Jordan, Jr.	Deputy Sheriff	65/10	\$40,640	7/01/2018
Thomas Reid	Chief Deputy	70/5	\$44,815	7/01/2018

Employee Name	Employee Job Title	Grade /Step	New Salary	Effective Date
Kimberly A. Bray	Assistant Tax Administrator	66/7	\$39,459	7/01/2018
Rebecca Waterfield	Tax Clerk -Business Personal Property	61/2	\$28,037	7/01/2018

4. **Board Appointment:** Teressa Blanchard's last term of office ends on June 30, 2018. The Social Services Board needed to make the recommendation to appoint her replacement. Per the attached e-mail, they are recommending the appointment of Brenda Dillard for a three-year term effective July 1, 2018. The Board unanimously approved the appointment of Brenda Dillard to the Social Services Board.

APPROVAL OF MINUTES

Commissioner Jones wanted to clarify his statement on page 3399 of the June 18, 2018 Special Called Meeting Minutes. He asked it to be revised from "Commissioner Jones stated that he was concerned about the School System spending and for that reason he could not vote for the proposed FY 2018-19 Budget" to "Commissioner Jones stated that he was concerned about the School System spending and for that reason he could not vote for the proposed FY 2018-19 Budget because he felt the increase spending would result in a tax increase in future budgets". Mary Hunnicutt also brought to the Board's attention the correction of name on page 3395. It should be Charles Woodard and not Charles Ward that seconded the motion. The Board having no objections with these requested changes, T. Kyle Jones made a motion to approve the June 2, 2018 Regular Meeting Minutes (as amended), the June 18, 2018 Special Called Meeting Minutes (as amended), and the June 18, 2018 Work Session Minutes. The motion was seconded by Edward R. Muzzulin, and unanimously approved by the Board.

BILL JENNINGS, TAX ADMINISTRATOR

Mr. Jennings presented his monthly report and stated that the current collection rate is 97%. He further informed the Board that tax bills will be mailed out the end of August as usual. Chairman Nelson asked what happens to the 3% not collected. Mr. Jennings said that the Tax Office will do everything they can do to collect those funds. If not collected, they stay on the books. Mr. Heath said that, should the taxes be collected in the future budgets, it is noted on the books as collection from previous years.

SUSAN CHANEY, SOCIAL SERVICES DIRECTOR

Ms. Chaney presented her monthly report. She explained that County Manager Heath and she signed a Memorandum of Understanding (MOU) between the County and the State last week. This MOU states that each individual Social Services Department will be required to complete certain tasks in every area of service delivery in Medicaid. This is like a report card for the Medicaid program. Many of the MOU's that were sent into the State have been returned because most of the directors wanted to submit a signing signature page or addendum. The State is rejecting the addendums because this was not part of the MOU. To date, she has not received a response from the State. This could be the fact that we sent a cover letter and not an addendum. She wanted the Board to know that it would be very difficult on some of the categories such as foster parents to meet the State requirements. Their estimated times are not feasible for Perquimans County because there are other factors that are not under our control. She assured the Board that her office will do everything they could do to comply with the MOU. Commissioner Jones asked about the penalties if we do not comply. Ms. Chaney stated that the first six months they will hold the county harmless and ask them not to do it again. For the next six months, the department will have to go into a program development plan. If it continues, the penalties could be as severe as withholding administration funds. This does not seem legal but the State can come in and take over your agency. Mr. Jones further asked if she had heard what Hyde or Gates Counties or any other county our size are doing. Ms. Chaney gave him the information on the surrounding counties. She further stated that this stems from House Bill 630.

COMMISSIONER'S CONCERNS/COMMITTEE REPORTS

The following commissioner's concerns/committee reports were given:

- > **Commissioner Hoffer:** Mr. Hoffer presented the following invitation: All elected officials are invited to attend the First Responders Appreciation Dinner to be held on August 18th at 5:00 p.m. at the Recreation Center located at 110 Granby Street, Hertford, NC 27944.
- > **Commissioner Hoffer:** Mr. Hoffer informed the Board that Mayor Yates was involved in an automobile accident this weekend and is recuperating as well as can be expected.
- > **Commissioner Jones:** Mr. Jones addressed the issue of mold in the Albemarle Commission Building. He commended the County for making great efforts to remedy the situation and does not appreciate their excessive complaints.
- > **Commissioner Leigh:** Ms. Leigh invited the Commissioners to a "Celebration of Leo Higgins" on July 28, 2018 from 4:00 - 7:00 p.m. at the Perquimans County High School.

UPDATES FROM COUNTY MANAGER

County Manager Heath presented the following updates:

- > **Boat Ramp Restroom Project:** Mr. Heath reported this project will be starting this month and will cost about \$29,000.
- > **Golden Leaf Grant:** Mr. Heath reported that they will be holding an Information Session for the Golden Leaf Grant in August. The application is due by the first of September. The County is eligible for \$1.5 million.
- > **Town of Hertford Letter About Basketball Courts:** Mr. Heath reported that the Minutes from the Hertford Town Council were provided to him and the Board. It discusses the rationale for their decision. Commissioner Hoffer asked if Hertford wants the County to lock it up or was this just for information. Mr. Heath stated that the general understanding of the Hertford Town Council Meeting Minutes was that, if the County wanted the basketball courts locked, the County's Recreation Department or the Sheriff's Department should be responsible to lock it. Mr. Heath said that the Hertford Police would continue to patrol the area but they would not be responsible for locking the gates. Commissioner Hoffer said that, since the tennis courts are not locked, why the basketball courts should be locked. Commissioner Jones asked if there were any potential liability issues. County Manager Heath said that the decision to lock the basketball courts was made strictly from public complaints about the noise and the activities that were being done on the courts. Mr. Heath further stated that the minutes reflected something about no other courts are fenced but, with the proximity of the court to the street, Mr. Heath would have some concerns about safety and liability issues. County Manager Heath asked what the pleasure of the Board was. It was the consensus of the Board to have County Manager Heath and Chairman Nelson to meet with the Town of Hertford Mayor and Interim Town Manager to discuss this matter.

AMENDMENT NO. 1 -- POST EMPLOYMENT BENEFITS TRUST AGREEMENT

County Manager Heath explained that, on November 21, 2016, the counties of Camden, Chowan, Currituck, Dare, Hyde, Martin, Pasquotank, Perquimans, Tyrrell, and Washington created an irrevocable trust for the funds held for health benefits for the retirees of the former Albemarle & Tideland Mental Health agencies. In order for the trust to invest the equity portion (BlackRock) of the State Treasurer's

Ancillary Governmental Participant Program (AGPIP), BlackRock requires that the name of the trust exactly matches the name assigned by the IRS with the federal identification number. Rather than trying to change the trust name with the IRS, participating counties are being requested to change the trust name through the adoption of the attached amendment. On motion made by Edward R. Muzzulin, seconded by Fondeila A. Leigh, the Board unanimously approved the following Amendment No. 1 to the Post-Employment Benefits Trust Agreement:

AMENDMENT NO. ONE TO THE COUNTIES OF CAMDEN, CHOWAN, CURRITUCK, DARE, HYDE, MARTIN, PASQUOTANK, PERQUIMANS, TYRRELL and WASHINGTON OTHER POST-EMPLOYMENT BENEFITS TRUST AGREEMENT

As allowed by Section 7.2 of the Trust Agreement, the name of the Trust is changed from:

The Counties of Camden, Chowan, Currituck, Dare, Hyde, Martin, Pasquotank, Perquimans, Tyrrell and Washington Other Post-Employment Benefits Trust Agreement,

to:

Athensville and Tideland Mental Health Retirees Health Insurance Trust.

AGREED TO AND ACCEPTED this 2nd day of July, 2018.

TRUSTEES

- _____ County Manager Camden County
- _____ County Manager Chowan County
- _____ County Manager Currituck County
- _____ County Manager Dare County
- _____ County Manager Hyde County
- _____ County Manager Martin County
- _____ County Manager Pasquotank County
- _____ County Manager Perquimans County
- _____ County Manager Tyrrell County
- _____ County Manager Washington County

COUNTIES

- _____ Chairman Camden County
- _____ Chairman Chowan County
- _____ Chairman Currituck County
- _____ Chairman Dare County
- _____ Chairman Hyde County
- _____ Chairmae Martin County
- _____ Chairman Pasquotank County
- _____ Chairman Perquimans County
- _____ Chairman Tyrrell County
- _____ Chairman Washington County

RESOLUTION TO SUPPORT APPLICATION FOR DEPARTMENT OF COMMERCE GRANT

Chairman Wallace Nelson explained that the County has been requested to adopt a Resolution supporting the application for the Department of Commerce Grant for \$2.85 million which the State had transferred to the Department of Commerce for Perquimans County. On motion made by Edward R. Muzzulin, seconded by Charles Woodard, the Board unanimously adopted the following Resolution:

RESOLUTION IN SUPPORT OF PERQUIMANS COUNTY'S APPLICATION TO THE NORTH CAROLINA DEPARTMENT OF COMMERCE FOR A GRANT IN THE AMOUNT OF \$2,885,000 FOR THE PERQUIMANS COUNTY MARINE INDUSTRIAL PARK BASIN

Whereas, The Perquimans County Marine Industrial Park Basin is one of the main economic development projects in Perquimans County; and
Whereas, pursuant to N.C.S.L. #36.3 (the "Authorizing Legislation"), Perquimans County Marine Industrial Park is eligible for a grant of \$2,885,000 for water resource development projects. In addition to the approved purposes in NCGS 143-215.71, funding for this project may be used for basin construction; and

Whereas, the purpose of the basin project is to afford water-based construction access to marine related industries; leading to new companies relocating to Perquimans County and to new jobs being created for our citizens; and

Whereas, Perquimans County accepts the responsibilities listed on the NC Department of Commerce grant application in various bullet points, including overseeing all aspects of the project, handling the application process, contracting process, reporting requirements, payments, environmental permits, etc.; and

BE IT THEREFORE RESOLVED that the Perquimans County Board of Commissioners approves of the County engaging in the application and grant process with the North Carolina Department of Commerce as detailed above; and

BE IT FURTHER RESOLVED that the Perquimans County Board of Commissioners fully supports the Perquimans Marine Industrial Park basin project.

Adopted, this 2nd day of July, 2018.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTESTED:

Mary P. Hunicutt, Clerk to the Board
Perquimans County Board of Commissioners

(SEAL)

ANNUAL CONTRACTS

The following annual contracts were presented by County Manager Heath for Board action:

Senior Nutrition Contract: County Manager Heath explained that this contract is between Perquimans County and Albemarle Commission to handle the Senior Nutrition Program at the Senior Center. The cost is \$10,749.24 for FY 2018-2019.

Drainage Management Contract: County Manager Heath explained that this contract is between Perquimans County and Dwane Hinson to handle drainage water management consulting services to meet the water management needs in Perquimans County. And it has the option to extend on an annual basis. The contract with Dwane Hinson would be for another year at a cost of an average of 12 hours per week at a fee of \$30.00 per hour plus a mileage supplement of 50.5 cents per mile.

Emergency Management Public Information Officer Contract:

AGREEMENT

Agreement is hereby made between Perquimans County, North Carolina and Thomas Morris Ponte as set forth below according to the following terms, conditions and provisions.

1. **Identity of Client** Perquimans County Emergency Management
159 Creek Drive
Hertford, NC 27944
2. **Identity of Contractor** Thomas Morris Ponte
111 Green Ct W
Hertford, NC 27944
3. **Work to be Performed** Contractor agrees to provide services as the Public Information Officer for Perquimans County Emergency Management on a best efforts basis. This will include serving as media contact for planned events (exercises); emergencies and as a representative for any seminars, conferences or meetings involving Public Information for Perquimans County Emergency Management.
4. **Terms of Payment** Client shall pay the Contractor the sum of \$125.00 per month.
5. **Expenses** Client shall not be liable for any expenses paid or incurred by Contractor unless agreed to in writing.
6. **Terms of Agreement** The effective date of this agreement shall be July 1, 2018 and will terminate on June 30, 2019 and shall be renewed on a yearly basis. This contract can be terminated by either party with thirty (30) days written notice to the other party.

Client: Perquimans County Emergency Management

By: Jonathan A. Nixon

Date: 6/19/18

Contractor: Thomas M. Ponte

By: Thomas M. Ponte

Date: 6/19/18

Economic Development Consultant Contract:

DAVID N. GOSS
Economic Development Consultant
125 Cashie Drive
Hertford, NC 27944

Frank Heath
County Manager
Perquimans County
P.O. Box 45
Hertford, NC 27944

June 18, 2018

Dear Frank:

Described below is a proposal [for the period July 1, 2018 through June 30, 2019] for me to continue to provide economic development consulting services to Perquimans County.

Work Program

- Serve as Perquimans County's primary point of contact for perspective economic development inquiries.
- Continue to market the Perquimans County Commerce Centre to a variety of potential companies, but with a priority focus on marine, logistics/supply chain, and entrepreneurial entities.
- Coordinate with applicable public and private entities to market the former Lansing Building. Prepare NC incentive grant applications to attract buyer(s) when applicable.
- Assist County Manager with negotiations and follow-up with potential Commerce Centre land buyers and, where applicable, support buyers in their acquisition and development processes.
- Assist County Manager in obtaining the necessary funding support for the construction of the Marine Industrial Park (MIP) inland basin. If this effort is successful, assist the County Manager in the various bidding and construction-related activities related to the basin.
- Provide staff liaison with the North Carolina Marine Industrial Park Authority (NCIPA) in the development and marketing of the (MIP).
- Develop a new Commerce Centre/MIP marketing brochure.
- Finalize the development of a site plan for Phase 2 of the Commerce Centre and start implementation of priority plan projects. [Assumes that Phase 2 can get the necessary new Notification of Jurisdictional Determination from U.S. Army Corps of Engineers.]
- In coordination with the Perquimans Chamber of Commerce and Albemarle Commission, continue to support a Small Business Resource Center at the Chamber that provides resource services to potential users of the Center to create new and/or grow existing small businesses.
- Continue to be an active participant in the regional marketing efforts of the North Carolina East Alliance.
- Assist Hertford and Winfall in their economic development initiatives, with priority focus on tourism-related opportunities.
- Where applicable, assist in the preparation of North Carolina and Federal economic development grant/loan applications for existing and potential businesses in Perquimans County.
- Assist Commerce Centre site buyers in the design and implementation of workforce development programs, if necessary, in cooperation with the Albemarle Commission, COA and ECSU's SBTDC programs.
- Present periodic oral reports to the Economic Development Commission (EDC) and Board of Commissioners.
- Have an annual review of projects and evaluation of progress and performance with the County Manager.
- Undertake special projects as requested by the County Manager and/or the EDC.

Compensation

My proposed compensation for the above Work Program would be a retainer fee of \$1,730.12 a month [current compensation] that would cover my time and travel-related costs within the region. However, if County employees are given an annual percentage cost of living increase during the 2018-19 fiscal year, I request that this monthly retainer fee be increased by the same percentage amount. Not included would be any travel-related costs outside the region, membership fees for relevant economic development-related organizations and registration fees for trade shows/economic development conferences that I have authorization to attend from the County.

I continue to appreciate and enjoy the economic development consulting relationship I have had with Perquimans County. I look forward to a continuing productive relationship over the 12-month period from July 1, 2018 through June 30, 2019.

Sincerely,

David N. Goss
David N. Goss

Frank Heath
Perquimans County Manager

On motion made by Edward R. Muzzulin, seconded by Fondella A. Leigh, the Board unanimously approved all the above annual contracts for FY 2018-19.

NCACC CONFERENCE VOTING DELEGATE

County Manager Heath stated that, at this time, Wallace Nelson, Charles Woodard, and Joseph Hoffer were planning to attend. On motion made by Charles Woodard, seconded by Joseph W. Hoffer, the Board unanimously appointed Wallace E. Nelson as the Voting Delegate to the 2018 NCACC Conference in August.

STEP/MERIT INCREASES

County Manager Heath explained that several of our department heads were on vacation and were not able to get their Employee Action Forms signed and forwarded to Mary Hunnicutt before the Agenda Packets were e-mailed. Therefore, they could not be included under the Consent Agenda. On motion made by Charles Woodard, seconded by Joseph W. Hoffer, the Board unanimously approved the following step/merit increases:

Employee Name	Employee Job Title	Grade/ Step	New Salary	Effective Date
Brian Pauli, Jr.	EMT-B	63/2	\$14,72/hr.	7/01/2018
Tracy Hunter	Technician II	60/7	\$30,301	7/01/2018
Kathy Matthews	Water Clerk	61/10	\$34,081	7/01/2018
Kelvin Roberson	Water Plant Operator	64/18	\$46,116	7/01/2018
Arnold White	Backhoe Operator	65/10	\$40,640	7/01/2018

BOARD APPOINTMENTS

County Manager Heath explained that the following Board appointment/reappointment was received after the Agenda Packets were e-mailed:

NAME	BOARD	ACTION	TERM	EFFECTIVE DATE
Dillard, Brenda	Social Services Board – Local DSS Board Appointment	Appointed	3 yrs.	7/01/2018
Hofman, Lillian	Senior Taxbed Regional Advisory Board	Reappointment	1 yr.	7/01/2018

On motion made by Edward R. Muzzulin, seconded by Fondella A. Leigh, the Board unanimously approved this Board appointment and reappointment. Commissioner Jones commended Teressa Blanchard for her effective, insightful, and reasonable leadership and that she served the County well.

PUBLIC COMMENTS

There were no public comments.

CLOSED SESSION: ECONOMIC DEVELOPMENT MATTER & CLOSED SESSION MINUTES

Pursuant to NC General Statute 143-318.11(4), Edward R. Muzzulin made a motion to go into Closed Session to discuss an economic development matter and to approve closed session minutes. The motion was seconded by Charles Woodard and unanimously approved by the Board.

The Closed Session was adjourned and the Regular Meeting reconvened on motion made by Edward R. Muzzulin, seconded by Charles Woodard, and unanimously approved by the Board. The following action is required from the Closed Session:

Resolutions Supporting Department of Commerce Grants: Edward R. Muzzulin made a motion to authorize Chairman Nelson and County Manager Heath to execute the required Resolutions for the purpose of securing grants for Project Color, if necessary, to meet application deadline. The motion was seconded by Charles Woodard. The motion passed by a vote of five (5) to one (1) with Commissioner Jones voting against the motion. Commissioner Jones stated that he appreciates all the work that has been done with this project but he does not know enough about this to vote for the motion.

ADJOURNMENT

There being no further comments or business to discuss, the Regular Meeting was adjourned at 8:20 p.m. on motion made by Edward R. Muzzulin, seconded by Charles Woodard.

Wallace E. Nelson, Chairman

Clerk to the Board

WORK SESSION

July 16, 2018

7:00 p.m.

The Perquimans County Board of Commissioners held a Work Session on Monday, June 18, 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
Charles Woodard
Fondella A. Leigh, Vice Chair
Edward R. Muzzulin

MEMBERS ABSENT: Kyle Jones

OTHERS PRESENT: Frank Heath, County Manager/Deputy Clerk to the Board
Hackney High, County Attorney

After the Chairman called the meeting to order, Commissioner Leigh gave the invocation and the Chairman led the Pledge of Allegiance. The following matter was discussed during the Work Session.

ANIMAL TETHERING

Chairman Nelson explained that the main purpose of this meeting was to discuss the humane treatment of animal's ordinance that we considered and held a public hearing. This is an opportunity for the Board to review the changes made during the meeting between the Chairman, County Attorney, and County Manager. This is a Work Session so no public comments will be accepted tonight but asks that you listen to the direction the Board is moving toward and, if anyone in the public needs to discuss this propose ordinance, contact the Commissioners and express your concerns. He opened the meeting up

to receive comments from the Board. Mr. Nelson and County Manager Heath explained that, basically, the Board has four (4) options to consider tonight:

1. Do nothing and leave current ordinance as is.
2. Adopt ordinance as presented at public hearing
3. Adopt ordinance with exception to hunting dogs.
4. Add one line to the existing ordinance (Section One) that prohibits the permanent tethering of dogs as indicated in Section 2.04.

The following comments were made by the Commissioners:

- > **Commissioner Hoffer:** Mr. Hoffer stated that he supports Option No. 3 because we will probably not reach any agreement unless we exempt hunting dogs because owners of hunting dogs will take care of their dogs.
- > **Commissioner Leigh:** Ms. Leigh asked about a discussion from the Sheriff's Department. Have we received any further comments from the Sheriff's Department? Mr. Heath said that they had not received any further communication from them. She also asked if the invisible electric fences have any effects on the animals. Chairman Nelson said that, if the Board wanted to add that into the ordinance, they could.
- > **Commissioner Woodard:** With regard to the outside enclosure, he assumes that would mean a dog house. He questioned about enclosures that just had something draped over the pen to see if this would sufficient. Mr. Heath said that it could be a dog house or cover as long as it meets the 25% enclosed area requirement. He further asked that, if the owner had an animal that stayed inside and takes it outside and ties it up for it to use the restroom, would that be considered permanent tethering. Mr. Heath said that it would not and explained that, in his opinion, permanent tethering is where the animal is permanently tied up and never let go. Mr. Heath further stated that this is where the problem of enforcement lies. This will be complaint driven. When complaints come to the Sheriff's Department, the officers will investigate it. Mr. Woodard supports Option No. 3 also.
- > **Commissioner Muzzulin:** Mr. Muzzulin supports Option No. 3.
- > **Chairman Nelson:** Mr. Nelson discussed invisible fences. He feels that Option No. 3 would be the best way to go.
- > **County Attorney High:** Since we have only made minor changes to the proposed Ordinance presented at the April 2, 2018 Public Hearing, he feels that it would not be necessary to hold another public hearing.
- > **Chairman Nelson:** Mr. Nelson said that it was his impression that a majority of the Board were in agreement to present Option No. 3 with some tweaking of language regarding outside enclosures to make it a little clearer. Mr. Woodard also asked County Attorney High about the ability to prosecute. Mr. High feels that there may be some challenges for the Sheriff's Department which may require some revisions but, in general, he thinks this will be enforceable.
- > **Commissioner Leigh:** She stated that the Sheriff's Department is doing an excellent job and is concerned with the ability to enforce this. It was the consensus of the Board that it would be enforceable and that it will be complaint driven.

County Manager Heath summarized the Board's intentions by saying that they were in agreement with the document that he presented to night which was like the proposed Ordinance presented at the April 2, 2018 meeting with adding the exception of hunting dogs. The Board agreed that was what their intentions were. Chairman Nelson concluded by asking the public to make sure that, if they have any questions or concerns, please contact the Commissioners for clarification. This item will be placed on the August 6, 2018 agenda for action.

ADJOURNMENT

There being no further comments or business to discuss, the Work Session was adjourned at 7:30 p.m.

Wallace E. Nelson, Chairman

Deputy Clerk to the Board

SPECIAL CALLED MEETING
July 23, 2018
5:00 p.m.

The Perquimans County Board of Commissioners held a Special Called Meeting on Monday, July 23, 2018, at 5:00 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
	Kyle Jones	Edward R. Muzzulin
	Charles Woodard	
MEMBERS ABSENT:	Fondella A. Leigh, Vice Chair	
OTHERS PRESENT:	Frank Heath, County Manager	Mary Hunnicutt, Clerk to the Board

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

AGENDA

Edward R. Muzzulin made a motion to approve the Agenda. The motion was seconded by Joseph W. Hoffer. The Board voted unanimously to approve the Agenda.

RESOLUTION: USDA GRANT

County Manager Heath explained that the USDA Business Rural Development Grant was applied for on April 30, 2018 for \$97,000. The purpose of the grant was to work with local citizens of Hertford to develop an economic development strategic plan and to prepare specific market studies to determine what businesses would be successful in the Town of Hertford. We have been notified that we received \$14,000. Part of the grant process is to adopt a Resolution to allow County Manager Heath execute the documents to accept the grant funds which needs to be done before the end of this month. County Manager Heath presented the following Resolution for Board action:

**RESOLUTION AUTHORIZING COUNTY MANAGER TO
COMPLETE GRANT DOCUMENTS AND PROCESS FOR
USDA RURAL BUSINESS DEVELOPMENT OPPORTUNITY GRANT**

WHEREAS, Perquimans County applied for a USDA Rural Business Development grant on April 30, 2018 to develop economic development strategic plans and a market study; and,

WHEREAS, Perquimans County has been awarded \$14,000 from USDA for said grant; and,

WHEREAS, USDA requires a resolution authorizing County staff to execute all documents to accomplish and accept the grant funds.

NOW, THEREFORE, BE IT RESOLVED that the Perquimans County Board of Commissioners authorizes County Manager Heath to execute all necessary paperwork to accept the aforementioned USDA grant, and that he has the legal signing authority on behalf of the County for the grant.

Adopted, this 23rd day of July, 2018.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTESTED:

Mary P. Hunnicutt, Clerk to the Board
Perquimans County Board of Commissioners

(SEAL)

Mr. Heath introduced Sharon Smith, Tourism Director, and Tim Brinn, who presented this request in May, 2018. Ms. Smith made a few comments and Commissioner Muzzulin, Tourism Development Chairman, asked her to review some of the plans that they are going to do. Their main aim is to try to fill the empty stores by filling it with businesses that would be sustainable. Mr. Brinn said that USDA did ask us to reapply next year. After County Manager Heath read the proposed Resolution, T. Kyle Jones made a motion to adopt the Resolution as presented. The motion was seconded by Charles Woodard and unanimously adopted by the Board

ADJOURNMENT

There being no further comments or business to discuss, the Special Called Meeting was adjourned at 5:08 p.m. on motion made by Charles Woodard, seconded by Joseph W. Hoffer.

Wallace E. Nelson, Chairman

Clerk to the Board



P.O. Box 7
Hertford, N.C. 27944

Phone: (252) 426-7010
(252) 426-5564
Fax: (252) 426-4034

PERQUIMANS COUNTY TAX DEPARTMENT

July 30, 2018

Tax Refunds: (Perquimans County)

Robert Andrew Bastek \$133.12
New vehicle; plate was originally placed on wrong
vehicle
Account #: 0041817723

Kenneth Alan Wilson \$212.97
Incorrect assessment on vehicle
Account #: 0042531754

Stanley & Faye Lewis \$108.30
Incorrect assessment due to reval
Account #: 520193 for 2016

Stanley & Faye Lewis \$108.30
Incorrect assessment due to reval
Account #: 520193 for 2017

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Christopher Wharton SOC. SEC. NO.: _____

POSITION: Water Plant Operator DEPT.: Water Department

NEW EMPLOYEE EFFECTIVE DATE: September 1, 2018

GRADE: 64 STEP: 18 SALARY: \$47,270

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

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

_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. GRADE: _____ 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: 7/20/18

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

Mary Hunnicutt

Subject: FW: Caitlyn Joyner

On Mon, Jul 16, 2018, 2:17 PM Frank Heath <frankheath@perquimanscountync.gov> wrote:

Caitlyn Joyner, Soil and Water Technician, has resigned effective August 15th. The Soil and Water board, I'm sure, will begin work on finding a replacement as soon as possible. Thanks,

Frank Heath
Perquimans County Manager
P.O. Box 45
Hertford, NC 27944
(252)426-8484

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

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 19, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Emily Harrell

SOC. SEC. NO.: _____

POSITION: Certified Telecommunicator Fill-In

DEPT.: 911 Communicatiions

STATUS CHANGE EFFECTIVE DATE: September 16, 2018

GRADE: 62 STEP: 5 SALARY: \$14.71 per hour

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. 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]

Anaiah Heath

DATE: 7-19-18

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

Mary Hunnicutt

From: Jonathan Nixon <jnixon@perquimanscountync.gov>
Sent: Monday, July 30, 2018 3:24 PM
To: Mary Hunnicutt
Cc: 'Tracy Mathews'; Jim Grosjean 1602
Subject: Removal from EMS Roster

The following personnel should be removed from the EMS Roster effective December 30, 2018:

- Larry Chappell (Retirement from EMS & Rescue)
- Debbie Lyman (Retirement from Rescue & Resignation from Volunteer EMS)
- Katherine Weiss (Resignation from EMS).

Please let me know if you require further,

Jonathan A. Nixon, Director
Perquimans County Emergency Services
911 Communications – EMS – Emergency Management
159 Creek Drive - PO Box 563
Hertford, NC 27944
252-426-5646 ext 105
252-426-1875 Fax
252-331-9817 Cell

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

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 26, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Samantha Farrar
POSITION: Office Assistant III

SOC. SEC. NO.
DEPT.: Social Services

EMPLOYEE EFFECTIVE DATE:

GRADE: STEP: SALARY: \$

ENDING DATE OF PROBATIONARY PERIOD:

CURRENT: GRADE: STEP: SALARY:

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

 Date DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND

GRADE: STEP: SALARY: \$

DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP

RAISE. (YEAR 2 3 4)
GRADE: STEP: SALARY: \$

 DATE OF EMPLOYEE

X RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE STEP RAISE:

Date: 8-1-2018 GRADE: 57 STEP: 4 SALARY: \$ 24,686.00

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

Suzan M Cheney

DATE: July 26, 2018

COUNTY MANAGER APPROVAL

Frank Heath

DATE:

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: July 25, 2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Sonia Davenport

SOC. SEC. NO.: _____

POSITION: AEMT

DEPT.: EMS

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

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

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

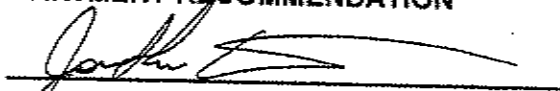
_____ DATE OF EMPLOYEE TERMINATION DUE TO UNSUCCESSFUL PROBATIONARY PERIOD.

8-1-18 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: 66 STEP: 8 SALARY: \$40,446

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: 7-25-18

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: _____

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Jonathon Blanchard

SOC. SEC. NO.: _____

POSITION: Athletic Program Supervisor

DEPT.: Recreation

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

CURRENT: GRADE: 64 STEP: 2 SALARY: 31,993

JOB PERFORMANCE EVALUATION

YEAR 1 (2) 3 4 (CIRCLE)

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

7/25/18 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 64 STEP: 3 SALARY: 32,773

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

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Howard Wilk
DATE: 7/24/18

Frank Heath
DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7/24/18

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Nettie Gordon

SOC. SEC. NO.: _____

POSITION: Secretary

DEPT.: Senior Citizens Center

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: _____ STEP: _____ SALARY: _____

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

_____ DATE OF SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD AND RECOMMENDATION BY DEPARTMENT FOR PERMANENT STATUS. 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.

8/1/18 RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE. Date GRADE: 56 STEP: 5 SALARY: 11.64 hourly

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
Beverly Gregory
DATE: 7/24/18

COUNTY MANAGER APPROVAL
Frank Heath
DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7-24-2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Brian Baker

SOC. SEC. NO.: _____

POSITION: P/T Animal Control Officer

DEPT.: Sheriff

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

CURRENT: GRADE: 58 STEP: 2 SALARY: 11.81 hr

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

8-1-18 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 58 STEP: 3 SALARY: 12.10 hr

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

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

Shelton White

DATE: 7-24-18

COUNTY MANAGER APPROVAL

Frank Heath

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7-24-2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Brian Gregory

SOC. SEC. NO.: _____

POSITION: Deputy Sheriff

DEPT.: Sheriff

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

CURRENT: GRADE: 65 STEP: 2 SALARY: 33,434

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

8-1-18 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 65 STEP: 3 SALARY: 34,249

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

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Shelton White

Frank Heath

DATE: 7-24-18

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7-24-2018

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: Damon Sizemore

SOC. SEC. NO.: _____

POSITION: Deputy Sheriff

DEPT.: Sheriff

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 65 STEP: 1 SALARY: 32,617

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

8-1-18 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 65 STEP: 2 SALARY: 33,434

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

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Melton White
DATE: 7-24-18

Frank Heath
DATE: 8/1/18

FINANCE OFFICER

DATE: _____

EMPLOYMENT ACTION FORM

DATE SUBMITTED: 7-30-18

COUNTY OF PERQUIMANS

STATUS: NEW EMPLOYEE/PROBATIONARY PERIOD/MERIT RAISE

NAME: SHARON COOPER

SOC. SEC. NO.: _____

POSITION: TAX CLERK - DMV

DEPT.: TAX

NEW EMPLOYEE EFFECTIVE DATE: _____

GRADE: _____ STEP: _____ SALARY: _____

ENDING DATE OF PROBATIONARY PERIOD: _____

CURRENT: GRADE: 5B STEP: 3 SALARY: \$ 25,168

JOB PERFORMANCE EVALUATION

YEAR 1 2 3 4 (CIRCLE)

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

8-1-18 DATE OF ANNUAL EVALUATION AND RECOMMENDATION FOR STEP RAISE. (YEAR 2 3 4)
Date GRADE: 5B STEP: 4 SALARY: \$ 25,796

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

_____ RECOMMENDATION AND EFFECTIVE DATE FOR EMPLOYEE MERIT RAISE.
Date GRADE: _____ STEP: _____ SALARY: _____

THE ABOVE NAMED COUNTY EMPLOYEE IS BEING RECOMMENDED FOR THE INCREASE IN SALARY LISTED ABOVE BASED ON HIS/HER WORK PERFORMANCE EVALUATION COMPLETED: _____ PER THE COUNTY PERSONNEL POLICY.

DEPARTMENT RECOMMENDATION

COUNTY MANAGER APPROVAL

Bill Jennings

Frank Heath

DATE: 7-30-18

DATE: 8/1/18

FINANCE OFFICER

DATE: _____

BUDGET AMENDMENT
PERQUIMANS COUNTY BOARD OF COMMISSIONERS
GENERAL FUNDS
NO. 1

THE PERQUIMANS COUNTY BOARD OF COMMISSIONERS AT A MEETING ON THE 6th DAY OF AUGUST, 2018, PASSED THE FOLLOWING AMENDMENTS TO THE FY 2018 - 2019 BUDGET.

CODE NUMBER	DESCRIPTION OF CODE	AMOUNT	
		INCREASE	DECREASE
10-348-000	State Grants - Social Services	13,714	
10-610-192	Crisis Intervention	13,714	
EXPLANATION: To amend FY 18/19 budget to reflect actual crisis intervention funds as approved by the State.			

WE, THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY, HEREBY ADOPT AND APPROVE, BY RESOLUTION, THE CHANGES IN THE COUNTY BUDGET AS INDICATED ABOVE, AND HAVE MADE ENTRY OF THESE CHANGES IN THE MINUTES OF SAID BOARD, THIS 6th DAY OF AUGUST, 2018.

PASSED BY MAJORITY VOTE OF THE BOARD OF COUNTY COMMISSIONERS OF PERQUIMANS COUNTY ON 6th DAY OF AUGUST, 2018.

 Chairman, Board of Commissioners

 Finance Officer

From: W. Hackney High, Jr [mailto:whigh@highandcrowe.com]
Sent: Monday, July 23, 2018 3:25 PM
To: 'Mary Hunnicutt'
Subject: RE: County Attorney

Absolutely. I love the work I do for the county.

W. Hackney High, Jr

Attorney at Law

High & Crowe, LLP

Attorneys at Law

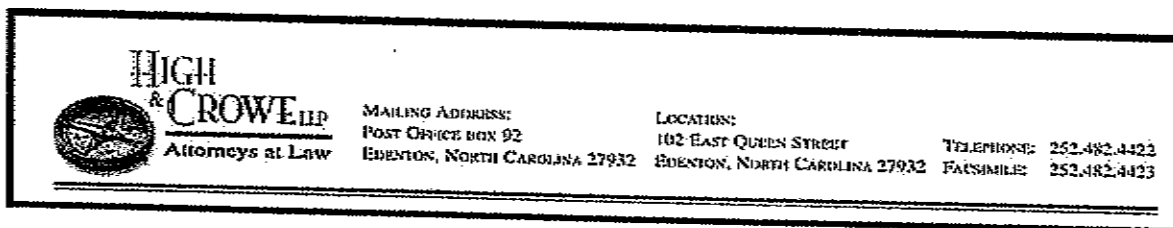
102 East Queen St.

Post Office Box 92

Edenton, North Carolina 27932

(252) 482-4422 (Office)

(252) 482-4423 (Fax)



CONFIDENTIALITY STATEMENT: This electronic message contains privileged and confidential information from the law firm of High & Crowe, LLP. The information contained herein is intended solely for the use of recipient named above. If you are not the recipient named above, be advised that any disclosure, copying, distribution or use of the contents of this electronic message is strictly prohibited. If you have received this electronic message in error, please notify us immediately by e-mail or by telephone at 252-482-4422 or (252) 482-4423 fax

From: Mary Hunnicutt [mailto:mhunnicutt@perquimanscountync.gov]
Sent: Monday, July 23, 2018 3:17 PM
To: Hackney High
Subject: County Attorney

Hackney,

It is time to reappoint you as Perquimans County's Attorney. We would very much like for you to continue to serve but wanted to know if you wished to continue to serve. If you could please let me know something by July 31st, I will place that reappointment on the August Agenda.

Thanks for all you do for Perquimans County. It is a privilege to work with you. Have a great day!

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

Perquimans County's Vision:

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

To Brandi Jordan,

July 3, 2018

As of June 30, 2018 my Term as a C.A.C. Volunteer
Expired. I do not wish to serve another Term.

Nettie W. Gordon.

Nettie W. Gordon



MARY P. HUNNICUTT
CLERK TO BOARD

W. FRANK HEATH, III
COUNTY MANAGER

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

RESOLUTION AUTHORIZING SALE OF CERTAIN SURPLUS COUNTY PROPERTY

WHEREAS, the Perquimans County Board of Commissioners desires to dispose of certain surplus property of the County:

NOW, THEREFORE, BE IT RESOLVED by the Perquimans County Board of Commissioners that:

1. The following described vehicle is hereby declared to be surplus to the needs of the County:

<u>Unit Name</u>	<u>VIN</u>	<u>Model Year</u>	<u>Make</u>	<u>Model</u>
163	1FDXE4FP7ADA03558	2010	Ford	E-450
	1ED1F302855340213	2005	Fleetwood	Trailer
	AAH300228	Kyocera	Mita KM-2530	Copier

2. The County Manager is hereby authorized and directed to proceed on behalf of the Perquimans County Board of Commissioners to use this as a trade-in for the new ambulance being purchased from Northwestern Emergency Vehicles. The Fleetwood Trailer and Kyocera Copier will be sold on GovDeals.

3. The County reserves the right to decide not to trade-in the property at any time during this process.

4. The County Manager, in accordance with State law, shall cause a summary of this resolution to be published once in a newspaper having general circulation in the County and place it on the County's website. After not less than ten (10) days from the date of publication, the County Manager is authorized to sell the above-described property to the highest bidder.

Adopted this the 6th day of August, 2018.

ATTEST:

Wallace E. Nelson, Chairman

Mary P. Hunnicutt, Clerk to the Board

Perquimans County's Vision:

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



July 5, 2018

CAMDEN

Mary Hunnicutt, Finance Department
PO Box 45
Perquimans, NC 27944

CHOWAN

CURRITUCK

Dear Ms. Hunnicutt:

DARE

The Home and Community Care Block Grant (HCCBG) Planning Committee has determined how funding for FY 2017-2018 would be distributed among the providers.

GATES

HYDE

PASQUOTANK

Enclosed are the provider contracts based on their decision. These need to be signed by the Board Chair of the County Commissioners and the Finance Officer where indicated. Enclosed are three copies of the County Funding Plan (form DAAS-731) and the Agreement for the Provision of County-Based Aging Services (form DAAS-735) which need to be completed and signed by the Board Chair and Finance Officer. Please have them sign all forms, keeping a set of copies for the county and return the other sets to me at the address below. Thank you for your assistance.

PERQUIMANS

TYRRELL

WASHINGTON

COLUMBIA

CRESWELL

DUCK

EDENTON

Sincerely,

ELIZABETH CITY

GATESVILLE

HERTFORD

Camille Craft
Aging Programs and Contract Specialist

KILL DEVIL HILLS

KITTY HAWK

Enclosures

MANTEO

NAGS HEAD

PLYMOUTH

ROPER

SOUTHERN SHORES

WINFALL

DAAS-731 (Rev. 2/16)
 County PERQUIMANS
 July 1, 2018 through June 30, 2019

Home and Community Care Block Grant for Older Adults
 County Funding Plan
 County Services Summary

Services	A		B	C	D	E	F	G	H	I			
	Access	In-Home									Block Grant Funding	Other	Total
Transportation Grt.	21060					23400	2340	23400		23400	14.24	47	1643
Transportation Med	6017				669	6686		6686		6686	14.24	15	470
Adult Day Health		13539		13539	1504	15043	1504	15043		15043	50	3	301
In-Home Aide I		31590		31590	1504	15043	1504	15043		15043	17	3	885
In-Home Aide II					3510	35100	3510	35100		35100	17	11	2065
In-Home Aide III		13539		13539	1504	15043	1504	15043		15043	17	10	885
Congregate Meals				21060	2340	23400	2340	23400	2340	25740	7.5	96	3432
Home Del. Meals				30087	3343	33430	3343	33430	3039	36469	8.25	52	4420
					0	0	0	0		0			
					0	0	0	0		0			
					0	0	0	0		0			
					0	0	0	0		0			
					0	0	0	0		0			
					0	0	0	0		0			
Total	27077	58668	64686	150431	16715	167145	5379	172524	14101	14101	237	237	14101

Signature, Chairman, Board of Commissioners _____ Date _____

NAME AND ADDRESS
 COMMUNITY SERVICE PROVIDER
 CNC/Access, Inc, dba ResCare Home Care
 1825 W. City Drive
 Elizabeth City, NC 27909

DAAS-732 (Rev. 2/16)
 County PERQUIMANS
 July 1, 2018 through June 30, 2019
 REVISION # , DATE :

Home and Community Care Block Grant for Older Adults
 County Funding Plan
 Provider Services Summary

Services	Ser. Delivery (Check One) Direct Purch.	A Block Grant Funding			B Required Local Match	C Net* Serv Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimburse. Rate	H Projected HCCBG Clients	I Projected Total Units
		Block Grant Funding		Total								
		Access	In-Home	Other								
In-Home Level I	X		13539	////////////////////	1504	15043		15043	885	17	3	885
In-Home Level II	X		31590	////////////////////	3510	35100		35100	2065	17	11	2065
In-Home Level III	X		13539	////////////////////	1504	15043		15043	885	17	10	885
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
				////////////////////	0	0		0				
Total			58668	0	58668	65186	0	65186	3834.47059	//////////	24	3834.4706

* Adult Day Care & Adult Day Health Care Net Services Cost
 ADC
 ADHC

Certification of required minimum local match availability.
 Required local match will be expended simultaneously with Block Grant Funding.

Signature, County Finance Officer _____ Date _____
 Signature, Chairman, Board of Commissioners _____ Date _____

Sherry Pemberton
 Sherry Pemberton, VP HomeCare Contracts & Sal Date
 Community Services Provider

NAME AND ADDRESS
 COMMUNITY SERVICE PROVIDER
 Medical Services of America - DayBreak
 1407 Parkview Drive
 Elizabeth City, NC 27909

Home and Community Care Block Grant for Older Adults
 County Funding Plan
 Provider Services Summary

DAAS-732 (Rev. 2/16)
 County PERQUIMANS
 July 1, 2018 through June 30, 2019
 REVISION #, DATE:

Services	A			B Required Local Match	C Net* Serv Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimburse Rate	H Projected HCCBG Clients	I Projected Total Units
	Block Grant Funding										
	Access	In-Home	Other								
Adult Day Health Care X			13539	1504	15043		15043	301	.50	3	301
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
			XXXXXXXXXX	0	0		0				
Total			13539	1504	15043	0	15043	300.86	XXXXXXXXXX	3	300.86

Dale Minson
 Authorized Signature, Title: Program Director Date _____
 Community Service Provider

*** Adult Day Care & Adult Day Health Care Net Service Cost**
 ADC
 ADHC

Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

Signature, County Finance Officer _____ **Date** _____
Signature, Chairman, Board of Commissioners _____ **Date** _____

NAME AND ADDRESS
 HOME AND COMMUNITY CARE BLOCK GRANT FOR OLDER ADULTS
 COUNTY FUNDING PLAN
 PROVIDER SERVICES SUMMARY
 COUNTY PERQUIMANS
 JULY 1, 2018 THROUGH JUNE 30, 2019
 REVISION #, DATE:

Services	Set. Delivery (Check One) Direct Purch.	A			B	C	D	E	F	G	H	I								
		Block Grant Funding		Total									Required Local Match	Net* Serv Cost	NSIP Subsidy	Total Funding	Projected HCCBG Units	Projected Reimburse Rate	Projected HCCBG Clients	Projected Total Units
		Access	In-Home																	
Trans. General	X	21060			2340	23400		23400	1643	14.24	47	1643								
Trans. Medical	X	6017			669	6686		6686	470	14.24	15	470								
					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
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					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
					0	0		0												
Total		27077	0	0	3009	30086	0	30086	2,112,780.9	14.24	62	2,112,780.9								

*Adult Day Care & Adult Day Health Care Net Service Cost
 ADC ADHC
 Daily Care
 Transportation
 Administrative
 Net Ser. Cost Total

Certification of required minimum local match availability.
 Required local match will be expended simultaneously with Block Grant Funding.

_____ Date
 Authorized Signature, Title
 Community Service Provider

_____ Date
 Signature, Chairman, Board of Commissioners

_____ Date
 Signature, County Finance Officer

NAME AND ADDRESS
COMMUNITY SERVICE PROVIDER
 Albemarle Commission
 312 S. Church Street
 Hilerford, NC 27944

Home and Community Care Block Grant for Older Adults
County Funding Plan
Provider Services Summary

DAAS-732 (Rev. 2/16)
County PERQUIMANS
July 1, 2018 through June 30, 2019
REVISION # , DATE :

Services	Ser. Delivery (Check One) Direct Purch.	A Block Grant Funding			B Required Local Match	C Net* Serv Cost	D NSIP Subsidy	E Total Funding	F Projected HCCBG Units	G Projected Reimburse Rate	H Projected HCCBG Clients	I Projected Total Units
		Access	In-Home	Other								
Congregate Meals	X		21060	30087	2340	23400	25740	3432	7.5	96	3432	
Home Del. Meals	X				3343	33430	36469	4420	8.25	52	4420	
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
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					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
					0	0	0	0				
Total			51147	51147	5683	56830	62209	7852	148	7852.4848		

*Adult Day Care & Adult Day Health Care Net Service Cost

ADC _____
 ADHC _____
 Daily Care _____
 Transportation _____
 Administrative _____
 Net Ser. Cost Total _____


Certification of required minimum local match availability.
 Required local match will be expended simultaneously
 with Block Grant Funding.

Signature, County Finance Officer

Signature, Chairman, Board of Commissioners

Date

Date


 Authorized Signatory, Title
 Community Service Provider

7/2/18

Date

DAAS-735
(revised 2/16)

July 1, 2018 through June 30, 2019

Home and Community Care Block Grant for Older Adults
Agreement for the Provision of County-Based Aging Services

This Agreement, entered into as of this 1st day of July, 2018, by and between the County of Perquimans (hereinafter referred to as the "County") and the Albemarle Commission Area Agency on Aging, (hereinafter referred to as the "Area Agency").

Witnesseth That:

WHEREAS, the Area Agency and the County agree to the terms and conditions for provision of aging services in connection with activities financed in part by Older Americans Act grant funds, provided to the Area Agency from the United States Department of Health and Human Services through the North Carolina Division of Aging and Adult Services (DAAS) and state appropriations made available to the Area Agency through the North Carolina Division of Aging and Adult Services, as set forth in a) this document, b) the County Funding Plan, as reviewed by the Area Agency and the Division of Aging and Adult Services, c) the Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, d) the Division of Aging and Adult Services Service Standards Manual, Volumes I through IV, and, e) the Division of Aging and Adult Services Community Service Providers Monitoring Guidelines.

NOW THEREFORE, in consideration of these premises, and mutual covenants and agreements hereinafter contained, the parties hereto agree as follows:

1. As provided in the Area Plan, community service providers specified by the County to encourage maximum collocation and coordination of services for older persons are as follows:
 - Inter-County Public Transportation Authority
 - ResCare Home Care
 - DayBreak Adult Day Health
 - Albemarle Commission Nutrition Program
- 1(a) The Community Service Provider(s), shall be those specified in the County Funding Plan on the Provider Services Summary format(s) (DAAS-732) for the period ending June 30 for the year stated above.
2. Availability of Funds. The terms set forth in this Agreement for payment are contingent upon the receipt of Home and Community Care Block Grant funding by the Area Agency.

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(revised 2/16)

3. Grant Administration. The grant administrator for the Area Agency shall be Laura Alvarico, Director, Area Agency on Aging (title). The grant administrator for the County shall be Frank Heath, County Manager (title).

It is understood and agreed that the grant administrator for the County shall represent the County in the performance of this Agreement. The County shall notify the Area Agency in writing if the administrator changes during the grant period. Specific responsibilities of the grant administrator for the County are provided in paragraph seven (7) of this Agreement.

4. Services authorized through the County Funding Plan, as specified on the Provider Services Summary format(s) (DAAS-732) are to commence no later than July 1 of the state fiscal year and shall be undertaken and pursued in such sequence as to assure their expeditious completion. All services required hereunder shall be completed on or before the end of the Agreement period, June 30 of the state fiscal year.
5. Assignability and Contracting. The County shall not assign all or any portion of its interest in this Agreement. Any purchase of services with Home and Community Care Block Grant for Older Adults funding shall be carried out in accordance with the procurement and contracting policy of the community services provider or, where applicable, the Area Agency, which does not conflict with procurement and contracting requirements contained in 45 CFR Part 75, Subpart D-Post Federal Award Requirements, Procurement Standards. Federal funds shall not be awarded to any subrecipients who have been suspended or debarred by the Federal government. In addition, Federal funds may not be used to purchase goods or services costing over \$100,000 from a vendor that has been suspended or debarred from Federal grant programs.
6. Compensation and Payments to the County. The County shall be compensated for the work and services actually performed under this Agreement by payments to be made monthly by the Area Agency. Total reimbursement to the community service providers under this Agreement may not exceed the grand total of Block Grant funding, as specified on the Provider Services Summary format (DAAS-732).

(a) Interim Payments to the County

Upon receipt of a written request from the County, the Division of Aging and Adult Services, through the Area Agency, will provide the County Finance Officer with an interim payment equivalent to seventy percent (70%) of one-twelfth (1/12) of the County's Home and Community Care Block Grant allocation by the 22nd of each month.

(b) Reimbursement of Service Costs

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Reimbursement of service costs are carried out as provided in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

c) Role of the County Finance Director

The County Finance Director shall be responsible for disbursing Home and Community Care Block Grant Funding to Community Service Providers in accordance with procedures specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Manual for Community Service Providers, revised February 17, 1997.

(d) Payment of Administration on Aging Nutrition Services Incentive Program (NSIP) Subsidy

NSIP subsidy for congregate and home delivered meals will be disbursed by the Division of Aging and Adult Services through the Area Agency to the County on a monthly basis, subject to the availability of funds as specified in Section 3 of the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Services Providers, revised February 17, 1997.

If through the US Department of Agriculture Area Agency on Aging Elections Project, the County elects to receive a portion of its USDA entitlement in the form of surplus commodity foods in lieu of cash, the Area Agency will notify the County in writing of its community valuation upon notification from the Division of Aging and Adult Services. The delivery of commodity and bonus foods is subject to availability. The County will not receive cash entitlement in lieu of commodities that are unavailable or undelivered during the Agreement period.

7. Reallocation of Funds and Budget Revisions. Any reallocation of Block Grant funding between counties shall be voluntary on the part of the County and shall be effective only for the period of the Agreement. The reallocation of Block Grant funds between counties will not affect the allocation of future funding to the County. If during the performance period of the Agreement, the Area Agency determines that a portion of the Block Grant will not be expended, the grant administrator for the County shall be notified in writing by the Area Agency and given the opportunity to make funds available for reallocation to other counties in the Planning and Service Area or elsewhere in the state.

The County may authorize community service providers to implement budget revisions which do not cause the County to fall below minimum budgeting requirements for access, in-home, congregate, and home delivered meals services, as specified in Division of Aging and Adult Services budget instructions issued to the County. If a budget revision will cause the County to

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fall below minimum budgeting requirements for any of the aforementioned services, as specified in Division of Aging and Adult Services budgeting instructions issued to the County, the grants administrator for the County shall obtain written approval for the revision from the Area Agency prior to implementation by the community service provider, so as to assure that regional minimum budgeting requirements for the aforementioned services will be met.

Unless community services providers have been given the capacity to enter data into the Aging Resources Management System (ARMS), Area Agencies on Aging are responsible for entering amended service data into the Division of Aging and Adult Services Management Information System, as specified in the N.C. Division of Aging and Adult Services Home and Community Care Block Grant Procedures Manual for Community Service Providers, revised February 17, 1997.

8. Monitoring. This Agreement will be monitored to assure that services are being provided as stated in the Division of Aging and Adult Service Monitoring Policies and Procedures at <http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>.

The monitoring of services provided under this Agreement shall be carried out by the Area Agency on Aging in accordance with its Assessment Plan and as specified in Administrative Letter 12-08. As of July 1, 2012, DAAS Program Compliance Representatives (PCRs) are no longer monitoring HCCBG services provided through county departments of social services.

Counties and community service providers will receive a written report of monitoring findings in accordance with procedures established in Section 308 of the AAA Policies and Procedures Manual (<http://www.ncdhhs.gov/aging/monitor/mpolicy.htm>). Any areas of non-compliance will be addressed in a written corrective action plan with the community service provider.

9. Disputes and Appeals. Any dispute concerning a question of fact arising under this Agreement shall be identified to the designated grants administrator for the Area Agency. In accordance with Lead Regional Organization (LRO) policy, a written decision shall be promptly furnished to the designated grants administrator for the County.

The decision of the LRO is final unless within twenty (20) days of receipt of such decision the Chairman of the Board of Commissioners furnishes a written request for appeal to the Director of the North Carolina Division of Aging and Adult Services, with a copy sent to the Area Agency. The request for appeal shall state the exact nature of the complaint. The Division of Aging and Adult Services will inform the Chairman of the Board of Commissioners of its appeal procedures and will inform the Area Agency that an appeal has been filed. Procedures thereafter will be determined by the appeals process of the Division of Aging and Adult Services. The state agency address is as follows:

Director

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(revised 2/16)

North Carolina Division of Aging and Adult Services
 2101 Mail Service Center
 693 Palmer Drive
 Raleigh, North Carolina 27699-2101

10. Termination for Cause. If through any cause, the County shall fail to fulfill in a timely and proper manner its obligations under this Agreement, or the County has or shall violate any of the covenants, agreements, representations or stipulations of this Agreement, the Area Agency shall have the right to terminate this Agreement by giving the Chairman of the Board of Commissioners written notice of such termination no fewer than fifteen (15) days prior to the effective date of termination. In such event, all finished documents and other materials collected or produced under this Agreement shall at the option of the Area Agency, become its property. The County shall be entitled to receive just and equitable compensation for any work satisfactorily performed under this Agreement.
11. Audit. The County agrees to have an annual independent audit in accordance with North Carolina General Statutes, North Carolina Local Government Commission requirements, Division of Aging and Adult Services Program Audit Guide for Aging Services and Federal Office of Budget and Management (OMB) Uniform Guidance 2 CFR Part 200.

Community service providers, as specified in paragraph one (1), who are not units of local government or otherwise subject to the audit and other reporting requirements of the Local Government Commission are subject to audit and fiscal reporting requirements, as stated in NC General Statute 143C-6-22 and 23 and OMB Uniform Guidance CFR 2 Part 200, where applicable. Applicable community service providers must send a copy of their year-end financial statements, and any required audit, to the Area Agency on Aging. Home and Community Care Block Grant providers are not required to submit Activities and Accomplishments Reports. For-profit corporations are not subject to the requirements of OMB Uniform Guidance 2 CFR Part 200, but are subject to NC General Statute 143C-6-22 and 23 and Yellow Book audit requirements, where applicable. **Federal funds** may not be used to pay for a **Single or Yellow Book audit** unless it is a federal requirement. **State funds** will not be used to pay for a **Single or Yellow Book audit** if the provider receives less than \$500,000 in state funds. The Department of Health and Human Services will provide confirmation of federal and state expenditures at the close of the state fiscal year. Information on audit and fiscal reporting requirements can be found at <https://www.ncgrants.gov/NCGrants/PublicReportsRegulations.jsp>

The following provides a summary of reporting requirements under NCGS 143C-6-22 and 23 and OMB Uniform Guidance 2 CFR Part 200 based upon funding received and expended during the service provider's fiscal year.

<u>Annual Expenditures</u>	<u>Report Required to AAA</u>	<u>Allowable Cost for Reporting</u>
----------------------------	-------------------------------	-------------------------------------

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- | | | |
|--|---|--|
| • Less than \$25,000 in State or Federal funds | Certification form and State Grants Compliance Reporting <\$25,000 (item # 11, Activities and Accomplishments does <u>not</u> have to be completed)
OR
Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book) | N/A |
| • Greater than \$25,000 and less than \$500,000 in State Funds or \$750,000 in Federal Funds | Certification form and Schedule of Grantee Receipts >\$25,000 and Schedule of Receipts and Expenditures

OR
Audited Financial Statements in Compliance with GAO/GAS (i.e. Yellow Book) | N/A |
| • \$500,000 + in State funds but Federal pass through in an amount less than \$750,000 | Audited Financial Statement in compliance with GAO/GAS (i.e. Yellow Book) | May use State funds, but <u>not</u> Federal Funds |
| • \$500,000+ in State funds <u>and</u> \$750,000+ in Federal pass through funds | Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part 200 (i.e. Single Audit) | May use State and Federal funds |
| • Less than \$500,000 in State funds <u>and</u> \$750,000+ in Federal pass through funds | Audited Financial Statement in compliance with OMB Uniform Guidance 2 CFR Part (i.e. Single Audit) | May use Federal funds, but <u>not</u> State funds. |
12. Audit/Assessment Resolutions and Disallowed Cost. It is further understood that the community service providers are responsible to the Area Agency for clarifying any audit exceptions that may arise from any Area Agency assessment, county or community service

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(revised 2/16)

provider single or financial audit, or audits conducted by the State or Federal Governments. In the event that the Area Agency or the Department of Health and Human Services disallows any expenditure made by the community service provider for any reason, the County shall promptly repay such funds to the Area Agency once any final appeal is exhausted in accordance with paragraph nine (9). The only exceptions are if the Area Agency on Aging is designated as a community service provider through the County Funding Plan or, if as a part of a procurement process, the Area Agency on Aging enters into a contractual agreement for service provision with a provider which is in addition to the required County Funding Plan formats. In these exceptions, the Area Agency is responsible for any disallowed costs. The County or Area Agency on Aging can recoup any required payback from the community service provider in the event that payback is due to a community service provider's failure to meet OMB Uniform Guidance CFR 2 Part 200, 45 CFR Part 1321 or state eligibility requirements as specified in policy.

13. Indemnity. The County agrees to indemnify and save harmless the Area Agency, its agents, and employees from and against any and all loss, cost, damages, expenses, and liability arising out of performance under this Agreement to the extent of errors or omissions of the County.
14. Equal Employment Opportunity and Americans With Disabilities Act Compliance. Both the County and community service providers, as identified in paragraph one (1), shall comply with all federal and state laws relating to equal employment opportunity and accommodation for disability.
15. Data to be Furnished to the County. All information which is existing, readily available to the Area Agency without cost and reasonably necessary, as determined by the Area Agency's staff, for the performance of this Agreement by the County shall be furnished to the County and community service providers without charge by the Area Agency. The Area Agency, its agents and employees, shall fully cooperate, with the County in the performance of the County's duties under this Agreement.
16. Rights in Documents, Materials and Data Produced. The County and community service providers agree that at the discretion of the Area Agency, all reports and other data prepared by or for it under the terms of this Agreement shall be delivered to, become and remain, the property of the Area Agency upon termination or completion of the work. Both the Area Agency and the County shall have the right to use same without restriction or limitation and without compensation to the other. For the purposes of this Agreement, "data" includes writings, sound recordings, or other graphic representations, and works of similar nature. No reports or other documents produced in whole or in part under this Agreement shall be the subject of an application for copyright by or on behalf of the County.

DAAS-735
(revised 2/16)

17. Interest of the Board of Commissioners. The Board of Commissioners covenants that neither the Board of Commissioners nor its agents or employees presently has an interest, nor shall acquire an interest, direct or indirect, which conflicts in any manner or degree with the performance of its service hereunder, or which would prevent, or tend to prevent, the satisfactory performance of the service hereunder in an impartial and unbiased manner.
18. Interest of Members of the Area Agency, Lead Regional Organization, and Others. No officer, member or employee of the Area Agency or Lead Regional Organization, and no public official of any local government which is affected in any way by the Project, who exercises any function or responsibilities in the review or approval of the Project or any component part thereof, shall participate in any decisions relating to this Agreement which affects his personal interest or the interest of any corporation, partnership or association in which he is, directly or indirectly, interested; nor shall any such persons have any interest, direct or indirect, in this Agreement or the proceeds arising there from.
19. Officials not to Benefit. No member of or delegate to the Congress of the United States of America, resident Commissioner or employee of the United States Government, shall be entitled to any share or part of this Agreement or any benefits to arise here from.
20. Prohibition Against Use of Funds to Influence Legislation. No part of any funds under this Agreement shall be used to pay the salary or expenses of any employee or agent acting on behalf of the County to engage in any activity designed to influence legislation or appropriations pending before Congress.
21. Confidentiality and Security. Any client information received in connection with the performance of any function of a community service provider or its subcontractors under this Agreement shall be kept confidential. The community service provider acknowledges that in receiving, storing, processing, or otherwise handling any confidential information, the agency and any subcontractors will safeguard and not further disclose the information except as provided in this Agreement and accompanying documents.
22. Record Retention and Disposition. All state and local government agencies, nongovernmental entities, and their subrecipients, including applicable vendors, that administer programs funded by federal sources passed through the NC DHHS and its divisions and offices are expected to maintain compliance with the NC DHHS record retention and disposition schedule and any agency-specific program schedules developed jointly with the NC Department of Cultural Resources, Division of Archives and Records. Retention requirements apply to the community service providers funded under this Agreement to provide Home and Community Care Block Grant services. Information on retention requirements is posted at <http://www.ncdhhs.gov/control/retention/retention.htm> and updated semi-annually by the NC DHHS Controller's Office. By funding source and state fiscal year, this schedule lists the earliest date that grant records in any format may be destroyed. The Division of Archives and

DAAS-735
(revised 2/16)

Records provides information about destroying confidential data and authorized methods of record destruction (paper and electronic) at <http://archives.ncdcr.gov/For-Government/Retention-Schedules/Authorized-Destruction>.

The NC DHHS record retention schedule is based on federal and state regulations and pertains to the retention of all financial and programmatic records, supporting documents, statistical records, and all other records supporting the expenditure of a federal grant award. Records legally required for ongoing official proceedings, such as outstanding litigation, claims, audits, or other official actions, must be maintained for the duration of that action, notwithstanding the instructions of the NC DHHS record retention and disposition schedule.

In addition to record retention requirements for records in any format, the long-term and/or permanent preservation of electronic records require additional commitment and active management by agencies. The community service provider will comply with all policies, standards, and best practices published by the Division of Aging and Adult Services regarding the creation and management of electronic records.

DAAS-735
(revised 2/16)

- 23. Applicable Law. This Agreement is executed and is to be performed in the State of North Carolina, and all questions of interpretation and construction shall be construed by the laws of such State.

In witness whereof, the Area Agency and the County have executed this Agreement as of the day first written above.

Perquimans County

Attest:

_____ By: _____
Chairman, Board of Commissioners

Area Agency

Attest:

_____ By: _____
Area Agency Director Executive Director,
Lead Regional Organization

Provision for payment of the monies to fall due under this Agreement within the current fiscal year have been made by appropriation duly authorized as required by the Local Government Budget and Fiscal Control Act.

BY: _____
FINANCE OFFICER, Lead Regional Organization

Mary Hunnicutt

Subject: FW: New Albemarle Hopeline Executive Director-CEO introduction

From: Dwight Decoskey <ddecoskey@albemarlehopeline.org>

To: Frank Heath <frankheath@perquimanscountync.gov>

Sent: 6/27/2018 2:28 PM

Subject: Re: New Albemarle Hopeline Executive Director-CEO introduction

Sir,

I appreciate the opportunity to come speak with you in Perquimans. Can we schedule me on August 6th at 7PM? I would need 10-15 minutes to do my introduction, discuss our relationship with the county, and highlight some priorities I will be working on.

Thank you,
Dwight

--

Dwight Decoskey, MBA
Executive Director
Albemarle Hopeline

252-338-5338 (office)

252-455-3580 (mobile)



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

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

**PERQUIMANS COUNTY
TAX DEPARTMENT**

Enforced Collections- July 2018

GARNISHMENTS: \$4,591.50

PAYMENT AGREEMENTS: \$15,898.34

DEBT SETOFFS: \$0

ORDINANCE NO. 99

AMENDMENTS TO ORDINANCE NO. 63:

PERQUIMANS COUNTY ANIMAL CONTROL ORDINANCE

AMENDMENT NO. 1, DATED APRIL 2, 2018

The following text added to the Perquimans County Animal Control Ordinance (Ordinance No. 63) was unanimously approved by the Perquimans County Board of Commissioners at their Regular Meeting on August 6, 2018 as recorded in their Minute Book No. 15, page _____.

SECTION TWO

HUMANE TREATMENT OF ANIMALS

2.00 Exemption. The provisions of this section shall not apply to dogs used for lawful hunting purposes.

2.01 Definitions. For purposes of this section, the words and phrases below shall have the following meanings:

Animal: Includes dogs, cats or other domesticated animals.

Outside Enclosure: A structure with a solid roof, used to house an animal and protect it from the weather. If the structure is located within a confined space such as a kennel or fence, the structure must not take up more than 25% of the confined area.

Tethering: The act of tying, chaining or restraining a dog to a fixed object with a rope, chain or other device in order to keep the dog confined. This term does not include restraining a dog on an attended leash.

2.02 Responsibilities of Owners.

A. Owners of dogs kept outside shall provide an outside enclosure that ensures humane and sanitary shelter from heat, cold, rain, wind and snow and shall provide food and water adequate to keep the dog in good health and comfort.

B. Animals shall not be kept on any lot unless the owner or keeper of the animal occupies the property where the animal is kept.

C. Pursuant to N.C.G.S. 14-361.1, no person shall willfully and without justifiable excuse abandon or cause to be abandoned any animal and such statute is incorporated herein.

2.03 Cruelty to Animals. Pursuant to N.C.G.S. 14-360, no person shall intentionally overdrive, overload, wound, injure, torment, kill or deprive of necessary sustenance any animal and such statute is incorporated herein.

2.04 Tethering. Permanent tethering of dogs is prohibited. No dog shall be permanently tied, chained, fastened or otherwise tethered to any inanimate stationary object as a means of confinement of the dog to property.

2.05 Violations. Any violations of this section shall be considered a Class III Violation as outlined in Section One and shall be levied accordingly. Violations shall subject the violator to all other remedies provided by law.

Upon motion of _____ and second of _____ all of the aforesaid amendment to Ordinance No. 63 was adopted unanimously by the Perquimans County Board of Commissioners at its Regular Meeting on the 6th day of August, 2018 to be effective immediately and as recorded in their Minute Book No. 15, page _____.

Wallace E. Nelson, Chairman
Perquimans County Board of Commissioners

ATTEST:

SEAL

Mary P. Hunnicutt, Clerk to the Board
Perquimans County Board of Commissioners

Mary Hunnicutt

From: Frank Heath <frankheath@perquimanscountync.gov>
Sent: Wednesday, August 01, 2018 8:47 AM
To: Mary Hunnicutt
Subject: Fwd: Amendment of Perquimans Co. Animal Control Ordinance

Wanted to make you aware that I received the communication below. Thank you,

Frank Heath
Perquimans County Manager
P.O. Box 45
Hertford, NC 27944
(252)426-8484

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

From: "John & Darla Matthews"
To: <charleswoodard@perquimanscountync.gov>
Cc: <frankheath@perquimanscountync.gov>
Sent: 8/1/2018 1:34 AM
Subject: Amendment of Perquimans Co. Animal Control Ordinance

Dear Commissioner Woodard,

A friend has shared with us the information about the Board of Commissioners' work to make changes to the Perquimans County animal control ordinance. We have reviewed the two proposed versions (original version proposed in April 2018 & a second version with changes from the July work session) which the members of the Board are considering.

The original version exempts hunters from the requirement that animal owners live on the same property where their animals live. The second version exempts hunters from the entire ordinance, including the basic needs of food, water and shelter. Hunters are a large part of the group of citizens who own animals and it seems to be sending the wrong message to the public to pass this version.

When this matter next comes to the Board of Commissioners for a vote, we urge you to vote for the original version of the Perquimans County animal control ordinance which was proposed in April 2018.

Thank you for giving this matter your consideration.

Darla & John Matthews

Mary Hunnicutt

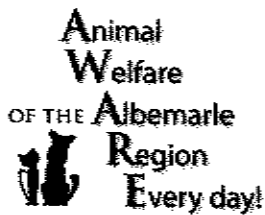
From: Mary Hunnicutt <mhunnicutt@perquimanscountync.gov>
Sent: Monday, July 16, 2018 11:00 AM
To: Frank Heath; Charles Woodard; Edward Muzzulin; Fondella Leigh (fondellaleigh@perquimanscountync.gov); Fondella Leigh (nccu1988@gmail.com); Joseph W. Hoffer; Kyle Jones; Wallace Nelson (unc.rph@gmail.com); wallacenelson@perquimanscountync.gov
Subject: Fwd: Ordinance:

For your information.

From: katmom <
To: <mhunnicutt@perquimanscountync.gov>
Sent: 7/16/2018 9:10 AM
Subject: Ordinance:

I am writing to ask that you support changes to the Perquimans County Animal Ordinance that would provide for humane treatment of animals, address animal cruelty situations and prohibit permanent tethering of dogs.
Thank you,
Barbara and Terry Redenz

Sent from my Verizon, Samsung Galaxy smartphone



P.O. Box 203 · Hertford, NC 27944 · Toll Free 866-315-6032 · www.awarenc.org

July 30, 2018

Wallace Nelson, Chairman
Perquimans County Board of Commissioners

Dear Commissioner Nelson,

As President of AWARE, I am writing to you with regards to the proposed Perquimans County Animal Ordinance which first came before you in November 2017. Mary Vidaurri is a member of the AWARE Board and has been our spokesperson on this important issue.

AWARE (Animal Welfare of the Albemarle Region Every day) is a non-profit, all-volunteer organization devoted to improving the lives of animals in Chowan, Gates and Perquimans counties. AWARE's goals are to provide discount spay/neuter vouchers to area pet owners, support and increase the save rate at Tri-County Animal Shelter and Adoption Center, promote humane principles and educate the public on responsible pet ownership. Over the past several years, AWARE has partnered with Perquimans County on many animal welfare efforts, to include sponsoring semi-annual rabies clinics.

AWARE strongly supports and encourages the adoption of the proposed ordinance as presented and discussed at the April 2, 2018 public hearing. This ordinance prohibits the permanent tethering of dogs and provides for the humane treatment of all animals. Such action would be in keeping with ordinances approved elsewhere in North Carolina and across the nation to promote animal welfare. As you know, the Town of Hertford passed such an ordinance last year -- it is only right to do this countywide.

Thank you for your attention to this important matter.

Barbara Yates
President, AWARE

cc: Frank Heath, Perquimans County Manager and Commissioners
Fondella Leigh, Ed Muzzulin, Charles Woodard, Joseph Hoffler, Kyle Jones

PERQUIMANS COUNTY ESSENTIAL SINGLE-FAMILY REHABILITATION LOAN POOL (ESFRLP1719)

RE-BID TABULATION

DATE & TIME: THURSDAY, JULY 26, 2018 AT 10:30 AM

LOCATION: COMMISSIONER'S ROOM, PERQUIMANS COUNTY COURTHOUSE ANNEX

110 NORTH CHURCH STREET, HERTFORD, NC 27944

CONTRACTOR	CASE #02	CASE #04	CASE #05	CASE #07	CASE #08
	207 S. Covent Garden Hertford, NC	147 Bethany Church Road Belvidere, NC	211 Covent Garden Hertford, NC	306 S. Church Street Hertford, NC	113 King Street Hertford, NC
<i>Blair Shores Builders</i>	\$21,908	\$24,700	\$15,375	\$24,900	\$24,650
<i>Bx B. Construction</i>	\$23,850	\$21,850	\$18,850	\$22,700	\$21,650
<i>William Holley Construction</i>	\$23,370	\$26,335	\$18,700	\$24,875	\$19,800
COST ESTIMATE					

This is to notify of the bids opened and read aloud at the time, date and location shown above. The Locality will award the contract based on the contractor qualifications, cost estimate and contractor scheduling.

Witnessed By *Mary P. [Signature]* Opened By *[Signature]* 7-26-18

From: Jewel Winslow [mailto:jewel_winslow@ncsu.edu]
Sent: Wednesday, August 01, 2018 6:39 PM
To: Frank Heath; Tracy Matthews; Mary Hunnicutt
Subject: Fwd: SHIP Base Grant Contract for dates 7/1/18-6/30/19

This is my confirmation email stating the amount that will be coming for Perquimans in the grant for 2018-2019. I replied to SHIP's request confirming the correct info and now I wait for the actual document to come my way.

May I go ahead and get on the agenda with this email?

The actual document that will require your electronic signature could come any day - but just in case it arrives Tuesday - I thought I'd ask if this NC Department of Insurance email would suffice for now.

Jewel L. Winslow, County Extension Director
North Carolina State University
College of Agriculture and Life Sciences
North Carolina Cooperative Extension Service
Perquimans County Center
601 A South Edenton Road Street, P.O. Box 87
Hertford, NC 27944
Phone: 252-426-7697
Fax: 252-426-1646
<http://perquimans.ces.ncsu.edu/>
jewel_winslow@ncsu.edu

----- Forwarded message -----

From: Robertson, Kevin <Kevin.Robertson@ncdoi.gov>
Date: Wed, Aug 1, 2018 at 2:37 PM
Subject: SHIP Base Grant Contract for dates 7/1/18-6/30/19
To: Jewel Winslow <jewel_winslow@ncsu.edu>
Cc: "Barker, Lisa" <lisa.barker@ncdoi.gov>

Jewel,

PLEASE READ THIS ENTIRE EMAIL AS IT HAS IMPORTANT INFORMATION FOR YOU TO RESPOND TO:

In preparation to receive your SHIP Base Grant Contract through DocuSign, I need you to confirm the information below by replying to this email and responding with one of three messages.

1. Information is correct;
2. Information is incorrect and provide me with the correct information; or
3. We will not be taking the grant/contract this year.

I am attaching the statement of work so you can prepare to answer the questions on the contract in DocuSign once you receive it.

Once I receive your confirmation email with one of the three responses from above I will then send you additional instructions and submit your contract through DocuSign.

The information below provides the total amount of the grant/contract you will receive for this grant year of 7/1/18 -6/30/19.

At this time, I ask that you please review and verify the name of the individuals that will be completing the contract and/or certifying/final signature from your agency by replying to this email.

Your grant/contract amount is in the chart below. Please review.

County	Agency	Name of Person Responding to Contract Questions/ E-Mail	Address	Phone/ Fax	Amount	Certifying Official-Signer	Tax Id. No.	DUNS #
Perquimans	Perquimans County Cooperative Extension	Jewel Winslow jewel_winslow@ncsu.edu	P.O. Box 87 Hertford, NC 27944	252-426-7697 252-426-1646	\$2,160	Frank Heath frankheath@perquimanscountync.gov	56-6000330	927155200

Thanks for all you do for SHIP.



Kevin Robertson, MPA
 NCSMP Director & SHIP Grants Compliance Officer
 N.C. Department of Insurance
 1201 Mail Service Center
 Raleigh, NC 27699-1201
 919-814-9947 office

Attachment B

Statement of Work

Grant Period:
7/1/2018 – 6/30/2019

Sub-recipient: _____

This statement should be a short summary describing what the Sub-recipient does and how the Sub-recipient will use these funds. The terms of the contract between the SHIIP office and the agencies require local programs meet these goals for the contract period. The uses of these funds are not limited to but MUST include the following activities:

1. Initiate and develop relationships with local community partners such as, Community Health Centers, Chambers of Commerce, Realtor Associations, Community Arts Programs, Parks & Recreation Departments, etc.... to promote SHIIP's toll-free number and services provided by SHIIP;
2. Conduct a minimum of seven (7) dedicated enrollment events (counseling clinics) —one (1) must be dedicated to the disability population—during the period of 10/15/18 through 12/7/18 and conduct two (2) or more counseling clinics during the period of 1/1/19 through 3/31/19;
3. Conduct a minimum of two (2) presentations – at least one (1) New to Medicare or Medicare 101 presentation to the general public and one (1) Medicare Education presentation to a disability group or potential Extra Help group in your county including information on the Senior Medicare Patrol Program, Medicare Fraud and new Medicare cards; and represent SHIIP at a minimum of two (2) health fairs/senior fairs/special events utilizing local certified SHIIP counselors;
4. Submit Beneficiary Contact and Group Outreach and Education and Media Outreach and Education forms by the 15th of the month following the counseling session or event through the Federal reporting system STARS website for the date range of 4/1/2018 through 3/31/2019;
5. Counsel at least three (3) percent of the county's Medicare population while striving toward a goal of reaching five (5) percent of the county's Medicare population and report in the Federal reporting system STARS for the date range of 4/1/2018 through 3/31/2019;
6. Attend the Annual SHIIP Coordinators' Training Conference July 16-18, 2018; this is mandatory for all coordinators;
7. Reach out to 50 percent of the county's total population for Group Outreach and Education events and Media Outreach and Education events along with reporting in the Federal reporting system STARS for the date range of 4/1/2018 through 3/31/2019 (Group Outreach and Education events include: health fairs, senior fairs, interactive presentation to the public and enrollment events. Media Outreach and Education events include: television, radio, local newspapers, health fairs, newsletters, magazines, emails, flyers, digital banners, etc.);
8. Coordinate a county volunteer recognition event during the grant period providing volunteers with appreciation items from the North Carolina SHIIP office;
9. Participate in monthly Coordinator webinars/conference calls from July 2018 through June 2019 and attend quarterly follow-up meetings; and
10. Coordinators will provide program information to county volunteers, including emails, SHIIP News and other materials received from the North Carolina SHIIP office.

FOR
INFORMATION
ONLY
ITEMS



Perquimans County Planning & Zoning Office

MEMORANDUM

TO: Frank Heath, County Manager

FROM: Rhonda Money, Planner/GIS *RM*

DATE: August 1, 2018

RE: Status Report on Alpha Value Solar, LLC's Large Scale Solar Power Generating Facility, CUP-16-06

Attached is an updated Annual Report by Heath McLaughlin regarding the status and progress made on Conditional Use Permit No. CUP-16-06 to construct a solar energy system on tax parcel number 3-0049-00010A currently owned by HMM Family Farm, LLC located at 746 Ocean Highway South.

February 16, 2018 Mr. McLaughlin wrote an extension request for the Board of County Commissioners saying construction would start approximately August 1, 2018. The attached letter explains what has taken place since February and asks for the BCC's permission to "commence and complete construction" in 2019.

Background Reference:

Condition 'M' titled 'Annual Reports' in CUP-16-06 in Perquimans County Register of Deeds book 461, page 226 states, "...During construction of the project, the Applicant, heirs and assigns shall provide the County with annual reports outlining progress to date along with circumstances that may result in delays. In the event construction will be delayed beyond February 6, 2018, the Applicant, heirs and assigns shall formally request an extension be granted by the Board of County Commissioners; otherwise the BCC may revoke the Conditional Use Permit."

Alpha Value Solar, LLC

August 1, 2018

Perquimans County Planning & Zoning
104 Dobbs Street
Hertford, NC 27944

Attn: Rhonda Money, Planner

Re: Conditional Use Permit No. CUP-16-06 Extension Request

Dear Ms. Money:

On behalf of Alpha Value Solar, LLC, please allow this letter to serve as an updated Annual Report and Extension Request for Conditional Use Permit CUP-16-06 which was filed with Perquimans County Register of Deeds on March 7, 2017.

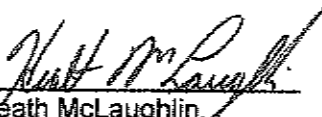
Under Section M in the Conditional Use Permit, notice to the Planning Board and Board of County Commissioners is requested to outline project progress along with circumstances that may result in delay(s) if construction is expected to commence after February 6, 2018.

Earlier this year in February, the Applicant filed an Annual Report with a projected construction start date of August 1, 2018. As a matter of keeping Perquimans County Board of Commissioners informed with timely project status updates, please note a formal Interconnection Agreement was recently issued to Alpha Value Solar, LLC. The Interconnection Agreement milestone schedule will provide Dominion Power approximately 12 months to complete grid interconnection attachment facilities and substation upgrades, distribution power line reconductoring, transfer trip protection equipment installation, and witness testing for Alpha Value Solar, LLC to achieve commercial operation in Q3 or Q4 2019. In order to facilitate Dominion Power interconnection scheduling, engineering, and equipment procurement Alpha Value Solar, LLC is also required to post a significant IA security deposit with Dominion Power this month as well.

The Applicant also recently executed a Power Purchase Agreement with Dominion NC Power dated June 13, 2018 and no further critical Agreements with respect to Dominion Power are outstanding at this time. As such, Alpha Value Solar, LLC would like to respectfully request Perquimans County Board of Commissioners approval to commence and complete construction of Alpha Value Solar Farm in 2019 rather than in 2018.

Thank you kindly for Perquimans County Board of Commissioners consideration and please do not hesitate to contact me by email at Heath@Blue-GreenEnergy.com or on my cell at (321) 202-3600 if you have any questions or if I can be of further assistance.

With sincere regards,

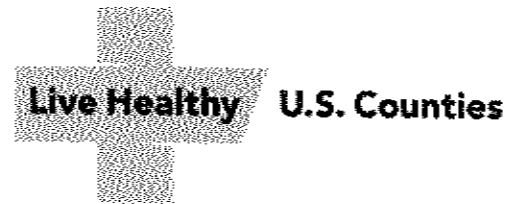


Heath McLaughlin
Authorized Representative

[Logout](#)



NACo Live Healthy Prescription Discount Program



[Go Back](#)

PRESCRIPTION, DENTAL AND HEALTH DISCOUNT PROGRAMS FOR RESIDENTS

PERQUIMANS COUNTY, NC

		% OF PLAN		% OF RETAIL		AVERAGE MEMBER COST	RETAIL SUBMITTED PRICE	AVERAGE RETAIL PRICE	AVERAGE PRICE SAVINGS	% OF PRICE SAVINGS	% OF TOTAL UTILIZERS		
TOTAL	PRICED	PRICED	PRICED	PRICED	PRICED	COST	PRICE	PRICE	SAVINGS	SAVINGS	SAVINGS	TOTAL	
2018													
JUNE	2	0	0.00%	2100.00%		\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
MARCH	2	0	0.00%	2100.00%		\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
2017													
DECEMBER	2	0	0.00%	2100.00%		\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
SEPTEMBER	2	0	0.00%	2100.00%		\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
JUNE	2	0	0.00%	2100.00%		\$ 51.55	\$ 25.78	\$ 51.55	\$ 25.78	\$ 0.00	\$ 0.00	0.00%	1
MAY	1	0	0.00%	1100.00%		\$ 8.00	\$ 8.00	\$ 8.00	\$ 8.00	\$ 0.00	\$ 0.00	0.00%	1
MARCH	3	1	33.33%	2	66.67%	\$ 88.46	\$ 29.49	\$ 93.90	\$ 31.30	\$ 5.44	\$ 1.81	5.79%	1
JANUARY	2	1	50.00%	1	50.00%	\$ 70.80	\$ 35.40	\$ 86.28	\$ 43.14	\$ 15.48	\$ 7.74	17.94%	1
2016													
DECEMBER	2	1	50.00%	1	50.00%	\$ 57.24	\$ 28.62	\$ 77.14	\$ 38.57	\$ 19.90	\$ 9.95	25.80%	2
SEPTEMBER	2	0	0.00%	2100.00%		\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
AUGUST	1	0	0.00%	1100.00%		\$ 7.33	\$ 7.33	\$ 13.69	\$ 13.69	\$ 6.36	\$ 6.36	46.46%	1
JULY	3	2	66.67%	1	33.33%	\$ 53.24	\$ 17.75	\$ 91.05	\$ 30.35	\$ 37.81	\$ 12.60	41.53%	2
JUNE	2	0	0.00%	2100.00%		\$ 49.55	\$ 24.78	\$ 49.55	\$ 24.78	\$ 0.00	\$ 0.00	0.00%	1
MAY	1	0	0.00%	1100.00%		\$ 4.00	\$ 4.00	\$ 4.00	\$ 4.00	\$ 0.00	\$ 0.00	0.00%	1
APRIL	1	1	100.00%	0	0.00%	\$ 30.00	\$ 30.00	\$ 41.09	\$ 41.09	\$ 11.09	\$ 11.09	26.99%	1
FEBRUARY	3	1	33.33%	2	66.67%	\$ 84.56	\$ 28.19	\$ 86.25	\$ 28.75	\$ 1.69	\$ 0.56	1.96%	2
2015													
OCTOBER	4	1	25.00%	3	75.00%	\$ 90.42	\$ 22.61	\$ 127.54	\$ 31.89	\$ 37.12	\$ 9.28	29.10%	2
SEPTEMBER	2	0	0.00%	2100.00%		\$ 47.93	\$ 23.97	\$ 47.93	\$ 23.97	\$ 0.00	\$ 0.00	0.00%	1
JUNE	5	1	20.00%	4	80.00%	\$ 78.06	\$ 15.61	\$ 101.18	\$ 20.24	\$ 23.12	\$ 4.62	22.85%	1
MAY	1	1	100.00%	0	0.00%	\$ 9.60	\$ 9.60	\$ 13.93	\$ 13.93	\$ 4.33	\$ 4.33	31.08%	1
APRIL	1	1	100.00%	0	0.00%	\$ 28.71	\$ 28.71	\$ 34.09	\$ 34.09	\$ 5.38	\$ 5.38	15.78%	1
MARCH	4	1	25.00%	3	75.00%	\$ 74.37	\$ 18.59	\$ 85.13	\$ 21.28	\$ 10.76	\$ 2.69	12.64%	3
JANUARY	5	4	80.00%	1	20.00%	\$ 104.75	\$ 20.95	\$ 201.94	\$ 40.39	\$ 97.19	\$ 19.44	48.13%	3
2014													
DECEMBER	9	7	77.78%	2	22.22%	\$ 172.04	\$ 19.12	\$ 267.10	\$ 29.68	\$ 95.06	\$ 10.56	35.59%	3
NOVEMBER	12	10	83.33%	2	16.67%	\$ 392.68	\$ 32.72	\$ 815.33	\$ 67.94	\$ 422.65	\$ 35.22	51.84%	5
OCTOBER	7	6	85.71%	1	14.29%	\$ 200.55	\$ 26.65	\$ 419.24	\$ 59.89	\$ 218.69	\$ 31.24	52.16%	4
SEPTEMBER	4	4	100.00%	0	0.00%	\$ 75.50	\$ 18.88	\$ 159.07	\$ 39.77	\$ 83.57	\$ 20.89	52.54%	3
AUGUST	12	8	66.67%	4	33.33%	\$ 436.48	\$ 36.37	\$ 789.55	\$ 65.80	\$ 353.07	\$ 29.42	44.72%	5
JULY	8	4	50.00%	4	50.00%	\$ 141.44	\$ 17.68	\$ 315.63	\$ 39.45	\$ 174.19	\$ 21.77	55.19%	5
JUNE	11	5	45.45%	6	54.55%	\$ 154.19	\$ 14.02	\$ 200.87	\$ 18.26	\$ 46.68	\$ 4.24	23.24%	5
MAY	10	6	60.00%	4	40.00%	\$ 388.80	\$ 38.88	\$ 692.10	\$ 69.21	\$ 303.30	\$ 30.33	43.82%	6
APRIL	11	6	54.55%	5	45.45%	\$ 260.41	\$ 23.67	\$ 437.49	\$ 39.77	\$ 177.08	\$ 16.10	40.48%	6
MARCH	13	8	61.54%	5	38.46%	\$ 454.73	\$ 34.98	\$ 621.46	\$ 47.80	\$ 166.73	\$ 12.83	26.83%	7
FEBRUARY	7	4	57.14%	3	42.86%	\$ 269.48	\$ 38.50	\$ 540.19	\$ 77.17	\$ 270.71	\$ 38.67	50.11%	4
JANUARY	12	8	66.67%	4	33.33%	\$ 249.29	\$ 20.77	\$ 410.01	\$ 34.17	\$ 160.72	\$ 13.39	39.20%	6
2013													
DECEMBER	13	10	76.92%	3	23.08%	\$ 285.55	\$ 21.97	\$ 640.79	\$ 49.29	\$ 355.24	\$ 27.33	55.44%	5
NOVEMBER	9	5	55.56%	4	44.44%	\$ 254.72	\$ 28.30	\$ 579.18	\$ 64.35	\$ 324.46	\$ 36.05	56.02%	3
OCTOBER	11	6	54.55%	5	45.45%	\$ 294.94	\$ 26.81	\$ 444.01	\$ 40.36	\$ 149.07	\$ 13.55	33.57%	7
SEPTEMBER	8	5	62.50%	3	37.50%	\$ 259.86	\$ 32.48	\$ 424.60	\$ 53.08	\$ 164.74	\$ 20.59	38.80%	4
AUGUST	12	7	58.33%	5	41.67%	\$ 355.30	\$ 29.61	\$ 780.04	\$ 65.00	\$ 424.74	\$ 35.40	54.45%	6
JULY	11	8	72.73%	3	27.27%	\$ 240.23	\$ 21.84	\$ 407.28	\$ 37.03	\$ 167.05	\$ 15.19	41.02%	6
JUNE	7	1	14.29%	6	85.71%	\$ 44.33	\$ 6.33	\$ 89.23	\$ 12.75	\$ 44.90	\$ 6.41	50.32%	3
MAY	14	10	71.43%	4	28.57%	\$ 453.90	\$ 32.42	\$ 796.58	\$ 56.90	\$ 342.68	\$ 24.48	43.02%	6
APRIL	14	5	35.71%	9	64.29%	\$ 229.20	\$ 16.37	\$ 316.32	\$ 22.59	\$ 87.12	\$ 6.22	27.54%	6
MARCH	5	2	40.00%	3	60.00%	\$ 51.84	\$ 10.37	\$ 89.03	\$ 17.81	\$ 37.19	\$ 7.44	41.77%	3
FEBRUARY	5	3	60.00%	2	40.00%	\$ 58.31	\$ 11.66	\$ 100.07	\$ 20.01	\$ 41.76	\$ 8.35	41.73%	4

<u>JANUARY</u>	7	4	57.14%	3	42.86%	\$ 147.57	\$ 21.08	\$ 273.13	\$ 39.02	\$ 125.56	\$ 17.94	45.97%	3
2012													
<u>DECEMBER</u>	5	2	40.00%	3	60.00%	\$ 63.00	\$ 12.60	\$ 131.13	\$ 26.23	\$ 68.13	\$ 13.63	51.96%	3
<u>NOVEMBER</u>	5	3	60.00%	2	40.00%	\$ 105.77	\$ 21.15	\$ 233.12	\$ 46.62	\$ 127.35	\$ 25.47	54.63%	4
<u>OCTOBER</u>	11	7	63.64%	4	36.36%	\$ 245.45	\$ 22.31	\$ 434.45	\$ 39.50	\$ 189.00	\$ 17.18	43.50%	6
<u>SEPTEMBER</u>	12	6	50.00%	6	50.00%	\$ 172.31	\$ 14.36	\$ 260.06	\$ 21.67	\$ 87.75	\$ 7.31	33.74%	6
<u>AUGUST</u>	11	6	54.55%	5	45.45%	\$ 196.81	\$ 17.89	\$ 334.76	\$ 30.43	\$ 137.95	\$ 12.54	41.21%	5
<u>JULY</u>	21	8	38.10%	13	61.90%	\$ 432.01	\$ 20.57	\$ 602.24	\$ 28.68	\$ 170.23	\$ 8.11	28.27%	5
<u>JUNE</u>	18	7	38.89%	11	61.11%	\$ 274.32	\$ 15.24	\$ 526.71	\$ 29.26	\$ 252.39	\$ 14.02	47.92%	8
<u>MAY</u>	16	6	37.50%	10	62.50%	\$ 203.93	\$ 12.75	\$ 278.78	\$ 17.42	\$ 74.85	\$ 4.68	26.85%	6
<u>APRIL</u>	15	6	40.00%	9	60.00%	\$ 196.88	\$ 13.13	\$ 297.28	\$ 19.82	\$ 100.40	\$ 6.69	33.77%	5
<u>MARCH</u>	17	11	64.71%	6	35.29%	\$ 324.49	\$ 19.09	\$ 681.36	\$ 40.08	\$ 356.87	\$ 20.99	52.38%	8
<u>FEBRUARY</u>	17	10	58.82%	7	41.18%	\$ 653.21	\$ 38.42	\$ 1,271.77	\$ 74.81	\$ 618.56	\$ 36.39	48.64%	5
<u>JANUARY</u>	15	7	46.67%	8	53.33%	\$ 296.17	\$ 19.74	\$ 388.23	\$ 25.88	\$ 92.06	\$ 6.14	23.71%	5
2011													
<u>DECEMBER</u>	24	15	62.50%	9	37.50%	\$ 444.97	\$ 18.54	\$ 677.97	\$ 28.25	\$ 233.00	\$ 9.71	34.37%	7
<u>NOVEMBER</u>	26	15	57.69%	11	42.31%	\$ 650.19	\$ 25.01	\$ 1,059.27	\$ 40.74	\$ 409.08	\$ 15.73	38.62%	7
<u>OCTOBER</u>	22	10	45.45%	12	54.55%	\$ 360.54	\$ 16.39	\$ 548.26	\$ 24.92	\$ 187.72	\$ 8.53	34.24%	6
<u>SEPTEMBER</u>	14	10	71.43%	4	28.57%	\$ 533.07	\$ 38.08	\$ 833.62	\$ 59.54	\$ 300.55	\$ 21.47	36.05%	8
<u>AUGUST</u>	10	7	70.00%	3	30.00%	\$ 179.61	\$ 17.96	\$ 328.27	\$ 32.83	\$ 148.66	\$ 14.87	45.29%	5
<u>JULY</u>	12	9	75.00%	3	25.00%	\$ 357.78	\$ 29.82	\$ 588.34	\$ 49.03	\$ 230.56	\$ 19.21	39.19%	7
<u>JUNE</u>	16	7	43.75%	9	56.25%	\$ 444.85	\$ 27.80	\$ 598.37	\$ 37.40	\$ 153.52	\$ 9.60	25.66%	9
<u>MAY</u>	23	13	56.52%	10	43.48%	\$ 302.25	\$ 13.14	\$ 546.03	\$ 23.74	\$ 243.78	\$ 10.60	44.65%	10
<u>APRIL</u>	34	20	58.82%	14	41.18%	\$ 1,351.54	\$ 39.75	\$ 1,653.09	\$ 48.62	\$ 301.55	\$ 8.87	18.24%	7
<u>MARCH</u>	24	16	66.67%	8	33.33%	\$ 863.78	\$ 35.99	\$ 1,269.41	\$ 52.89	\$ 405.63	\$ 16.90	31.95%	9
<u>FEBRUARY</u>	15	11	73.33%	4	26.67%	\$ 468.52	\$ 31.23	\$ 653.27	\$ 43.55	\$ 184.75	\$ 12.32	28.28%	8
<u>JANUARY</u>	23	18	78.26%	5	21.74%	\$ 971.94	\$ 42.26	\$ 1,440.98	\$ 62.65	\$ 469.04	\$ 20.39	32.55%	11
2010													
<u>DECEMBER</u>	25	16	64.00%	9	36.00%	\$ 918.07	\$ 36.72	\$ 1,252.64	\$ 50.11	\$ 334.57	\$ 13.38	26.71%	12
<u>NOVEMBER</u>	25	19	76.00%	6	24.00%	\$ 1,241.89	\$ 49.68	\$ 1,707.72	\$ 68.31	\$ 465.83	\$ 18.63	27.28%	14
<u>OCTOBER</u>	23	17	73.91%	6	26.09%	\$ 1,005.50	\$ 43.72	\$ 1,272.23	\$ 55.31	\$ 266.73	\$ 11.60	20.97%	11
<u>SEPTEMBER</u>	36	19	52.78%	17	47.22%	\$ 1,024.85	\$ 28.47	\$ 1,346.45	\$ 37.40	\$ 321.60	\$ 8.93	23.89%	14
<u>AUGUST</u>	32	22	68.75%	10	31.25%	\$ 1,113.97	\$ 34.81	\$ 1,462.53	\$ 45.70	\$ 348.56	\$ 10.89	23.83%	12
<u>JULY</u>	31	20	64.52%	11	35.48%	\$ 1,094.45	\$ 35.30	\$ 1,481.76	\$ 47.80	\$ 387.31	\$ 12.49	26.14%	15
<u>JUNE</u>	32	22	68.75%	10	31.25%	\$ 885.45	\$ 27.67	\$ 1,257.48	\$ 39.30	\$ 372.03	\$ 11.63	29.59%	15
<u>MAY</u>	25	18	72.00%	7	28.00%	\$ 1,043.40	\$ 41.74	\$ 1,442.16	\$ 57.69	\$ 398.76	\$ 15.95	27.65%	14
<u>APRIL</u>	29	17	58.62%	12	41.38%	\$ 695.70	\$ 23.99	\$ 983.67	\$ 33.92	\$ 287.97	\$ 9.93	29.28%	12
<u>MARCH</u>	23	19	82.61%	4	17.39%	\$ 832.14	\$ 36.18	\$ 1,189.55	\$ 51.72	\$ 357.41	\$ 15.54	30.05%	9
<u>FEBRUARY</u>	15	13	86.67%	2	13.33%	\$ 429.41	\$ 28.63	\$ 594.23	\$ 39.62	\$ 164.82	\$ 10.99	27.74%	8
<u>JANUARY</u>	23	16	69.57%	7	30.43%	\$ 701.41	\$ 30.50	\$ 906.21	\$ 39.40	\$ 204.80	\$ 8.90	22.60%	13
2009													
<u>DECEMBER</u>	44	27	61.36%	17	38.64%	\$ 1,296.18	\$ 29.46	\$ 1,588.69	\$ 36.11	\$ 292.51	\$ 6.65	18.41%	13
<u>NOVEMBER</u>	34	25	73.53%	9	26.47%	\$ 1,451.51	\$ 42.69	\$ 1,789.48	\$ 52.63	\$ 337.97	\$ 9.94	18.89%	13
<u>OCTOBER</u>	41	27	65.85%	14	34.15%	\$ 1,077.88	\$ 26.29	\$ 1,329.32	\$ 32.42	\$ 251.44	\$ 6.13	18.91%	14
<u>SEPTEMBER</u>	43	29	67.44%	14	32.56%	\$ 1,201.33	\$ 27.94	\$ 1,581.39	\$ 36.78	\$ 380.06	\$ 8.84	24.03%	9
<u>AUGUST</u>	22	10	45.45%	12	54.55%	\$ 1,101.97	\$ 50.09	\$ 1,449.33	\$ 65.88	\$ 347.36	\$ 15.79	23.97%	12
<u>JULY</u>	40	25	62.50%	15	37.50%	\$ 1,220.48	\$ 30.51	\$ 1,525.98	\$ 38.15	\$ 305.50	\$ 7.64	20.02%	15
<u>JUNE</u>	43	25	58.14%	18	41.86%	\$ 1,687.31	\$ 39.24	\$ 2,005.31	\$ 46.64	\$ 318.00	\$ 7.40	15.86%	12
<u>MAY</u>	27	18	66.67%	9	33.33%	\$ 505.00	\$ 18.70	\$ 676.07	\$ 25.04	\$ 171.07	\$ 6.34	25.30%	12
<u>APRIL</u>	21	12	57.14%	9	42.86%	\$ 818.43	\$ 38.97	\$ 1,001.85	\$ 47.71	\$ 183.42	\$ 8.73	18.31%	10
<u>MARCH</u>	19	16	84.21%	3	15.79%	\$ 489.88	\$ 25.78	\$ 677.12	\$ 35.64	\$ 187.24	\$ 9.85	27.65%	10
<u>FEBRUARY</u>	24	20	83.33%	4	16.67%	\$ 1,107.28	\$ 46.14	\$ 1,433.51	\$ 59.73	\$ 326.23	\$ 13.59	22.76%	12
<u>JANUARY</u>	25	20	80.00%	5	20.00%	\$ 756.68	\$ 30.27	\$ 990.03	\$ 39.60	\$ 233.35	\$ 9.33	23.57%	9
2008													
<u>DECEMBER</u>	18	13	72.22%	5	27.78%	\$ 406.29	\$ 22.57	\$ 565.36	\$ 31.41	\$ 159.07	\$ 8.84	28.14%	8
<u>NOVEMBER</u>	14	11	78.57%	3	21.43%	\$ 282.75	\$ 20.20	\$ 388.32	\$ 27.74	\$ 105.57	\$ 7.54	27.19%	8
<u>OCTOBER</u>	1		100.00%	0	0.00%	\$ 37.45	\$ 37.45	\$ 52.25	\$ 52.25	\$ 14.80	\$ 14.80	28.33%	1

Perquimans, NC	TOTAL PRICED	PLAN% PRICED	PLAN PRICED	RETAIL PRICED	% RETAIL PRICED	MEMBER COST	AVERAGE MEMBERS COST	RETAIL SUBMITTED PRICES	AVERAGE RETAIL SUBMITTED PRICE	PRICE SAVINGS	AVERAGE PRICE SAVINGS	% PRICE SAVINGS	PRICE SAVINGS	TOTAL UTILIZERS
TOTALS:	1,426	885	62.06%	541	37.94%	\$ 41,585.71	\$ 29.16	\$ 59,665.70	\$ 41.84	\$ 18,079.99	\$ 12.68	30.30%		613.00

Column Headers from left to right:

1. Total Rx's: This is the total number of Rx's that were adjudicated or attempted to adjudicate through the use of the card (the explanation of the next couple of headers will help explain the necessity of this column).
2. Plan Priced Rx's: Caremark tracks all attempts to use the cards including when the pharmacy offers a lower price than the card can give. This is usually when the pharmacy sells a drug at cost or below cost to create foot traffic for the pharmacy or under a special purchase arrangement. This is the amount of Rx's that the card gave the best price vs. the pharmacy.
3. % Plan Priced Rx's: What percentage of the total attempted Rx's adjudicated via best price with the card.
4. Retail Priced Rx's: How many prescriptions where the pharmacy had a lower price.
5. % Retail Priced Rx's: Percentage of Rx's where the pharmacy had a lower price.
6. Total Drug Cost: All prescriptions totaled together at their card discount prices.
7. Average Drug Cost: Average Drug Cost per Rx at the card discounted price.
8. Retail Submitted Price: What the price would have been if the prescriptions weren't filled with the card.
9. Average Retail Submitted Price: Average Per Prescription price if the card wasn't presented at a discount.
10. Price Savings: Total dollar savings for all Rx's filled with the card.
11. Average Price Savings: Average price savings per prescription.
12. % Price Savings: Percentage price savings per prescription.
13. Total Utilizers: This is the total amount of people who represent the total amount of prescriptions i.e. some people fill multiple prescriptions. This gives you an indication of how many residents you are helping.

DEPARTMENT HEAD REPORTS

PLAT REVIEW LOG - PERQUIMANS COUNTY

July 2018

SURVEYOR'S NAME PLAT TITLE	SURVEYOR'S PHONE # ADDRESS	DATE IN DATE OUT	APPROVAL YES/NO	COMMENTS
Private 50 ft wide easement for benefit of Robert Wesley Huddle	Joseph Webb III PO Box 381 Edenton, NC	7/20/2018	YES	across 1-0006-0048 B and 1-0006-0049 50 ft. wide easement
Joseph A Webb III	✓	7/24/18	✓	Subdivision of 3-0039 - 00026 B. Creating 5 Lots 3' lot to adjacent 4.56 acres
Maynard Clinton Raylowsko CH Miller Sr. Land Surveying Michael Benedict Raymond Hidenowski	✓	7/24/18	✓	Bounding Survey to C4-DAYS COAL-LB
Bissell PO Box 1068 Kitty Hawk, NC 27949 (252) 261-3266	S. L. Cardwell Surveying 1206 Francis Street Elizabeth City, NC 27909 338-6328	Pat McDowell PO Box 391 Elizabeth City, NC 27909 338-4161	Mark Pruden 146 Oak Grove Road Edenton, NC 27932 482-7804	Saunders Surveying 510 Avena Road Black Mountain, NC 28711 (828) 669-2777
Bowman Consulting Paul J Toti 131 Main Street Gatesville, NC 27938 357-1581	E.T. Hyman Surveying 133 US Hwy 158 West Ste E Camden, NC 27921 335-2913	McKim & Creed 504 E Elizabeth St Ste 1 Elizabeth City, NC 27909 338-2929	Gloria Rogers 215 B Street Camden, NC 27921 338-1415/333-8781	Scott Temple PO Box 422 Elizabeth City, NC 27907 330-4016
Charles E Brown, III 2005 Johnson Road Elizabeth City, NC 27909 335-0928	Eugene Jordan 402 Sign Pine Road Tyner, NC 27980 221-4795	J H Miller Jr. 166 Cottonwood Drive Hartford, NC 27944 339-6932	Hobey 133 US Hwy 158 W Ste E Camden, NC 27921 335-1888	Tony Webb PO Box 381 Edenton, NC 27932 482-3066

Address
226 Bethany Church Rd.

Disposition
Co-op letter sent 5/22/18 with son(officer Jordon) //observed efforts

DispositionDate

InfoNotes 7/25/2018
May 25, 2018 AMH active / Judy Jordon called- willing but needs time/ stay in contact // working on DIY demo

Address
498 Pender Rd.

Disposition
surveyed for AMH, dilapidation and vandal destruction ongoing, considering AMH and CEA / processing as AMH2018

DispositionDate

InfoNotes 7/25/2018
Single Wide owned by Edna Sutton, on leased land owned by Ellis Sutton(DOD-10/81)- heirs= Ruby Sutton ETAL // May 9, 2016 Edna deeded her 1/3rd interest to Ruby Sutton, presumed to include the abandoned single wide manufactured home.(ref: deed bk-467/550

Address
1612 Center Hill Hwy

Disposition
clean up complete without assistance

DispositionDate

InfoNotes 7/25/2018

Address
2412 Center Hill Hwy
Disposition
6-6-18 mailed first class preAMH deconstruction * //RRR sent
DispositionDate
InfoNotes 7/25/2018

Address
2414 Center Hill Hwy
Disposition
AMH active // RRR sent
DispositionDate
InfoNotes 7/25/2018

Address
2416 Center Hill Hwy
Disposition
AMH active // RRR sent
DispositionDate
InfoNotes 7/25/2018

Address

132 White Oak Ave.

Disposition

investigating // RRR sent and hearing- request delay

DispositionDate

InfoNotes

7/25/2018

Address

168 Mic Mac Tr.

Disposition

persuing legal process // advised parties - progress pending - poa suggests DIY

DispositionDate

InfoNotes

7/25/2018

Address

1730 Harvey Point Road

Disposition

pending

DispositionDate

InfoNotes

7/25/2018

Address
16xx Ocean Highway - S
Disposition
amh process in progress

DispositionDate

InfoNotes
long single wide on 17-s

7/25/2018

Address
917 Ocean Highway (17-S)
Disposition
transferred from cea 2016-2-4 / declared hazzard for deconstruction with amh credit to final billing. Deconstruction contract prepared.

DispositionDate

InfoNotes

7/25/2018

Address
877 Sandy Cross Rd.
Disposition
file closed & refered to AMH 2018-7-2 Deans

DispositionDate

InfoNotes

Subject D/W rests on separate parcel & addressed 885 Sandy Cross. Close this file and refer relative data to amh 2018-7-2

7/11/2018

Address

885 Sandy Cross Rd.

Disposition

referred from amh 2018-7-1 / 1st class & RRR letters sent

DispositionDate

7/11/2018

InfoNotes

address and owner change due to parcel correction / parcel map # 1-0011-0041

JULY 2018

SUBJ-ADDRESS 1573 Ocean Highway (17)
 ORDINANCE VIOLATED cars
 NOTES 4/30/18 all vehicles gone - take pics and close
 3/20/18 heresay is people may have moved and property is almost clean
 7/25/17 untagged vehicles gone. Several boats left
 5/22/17 more vehicles gone and some boats
 4/17/17 multiple vehicles gone. Yard still looks cluttered
 Over 30 / still overloaded / may need legal action
 2/1/17- letter sent
 update pics 1/23/17 boat in rear seems to be parts for boat on trailer.
 Vehicles are coming and going, lic. & unlic. And trailer frame gone or out of sight
 pics lic & unlic veh. 12/30/16
 DISPOSITION File closed
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1569 Ocean Hwy (17-S)
 ORDINANCE VIOLATED 1 car
 NOTES report clutter increasing - possibly from next door 3/20/18
 1/23/17 van gone
 as/of 1-5-17 one unlic van
 DISPOSITION continuing observation and recording changes
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1347 Center Hill Hwy
 ORDINANCE VIOLATED
 NOTES 6-21-18 Debbie told new owner he would be fine as long as he is doing something - Watching
 6/14/18 went to owner's house in Hobbsville, who said prop had been auctioned - new owner
 3/20/18 cave in started - declared solid waste
 delapidated house- empty
 DISPOSITION posted solid waste and demo - need to ccreate new file in new owner's name
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 716 Bear Swamp Rd.
 ORDINANCE VIOLATED solid waste
 NOTES 6-27-18 owner called and said arrangements made to demolish and clean up(full scale landscape planned)
 Owner called and came in. Hearing satisfied. 6/25/18 - will call r/e removal
 6/20/18 sent 1st class & RRR letters encouraging demolition / hearing scheduled
 solid waste that used to be house
 DISPOSITION watch for demo
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 135 Kennedy Dr.
 ORDINANCE VIOLATED solid waste
 NOTES received call from ms. Anonymous to reassert and amplify her complaint
 house does not appear to be occupied- deconstruction underway - hold action and watch for possible child endangerment from collapse.
 DISPOSITION investigate and CEA action
 deconstruction continues
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 125 Martin Lane
 ORDINANCE VIOLATED solid waste
 NOTES appears un-occupied with trash in yard
 send 1st letter
 DISPOSITION letter out - no change
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1604 Ocean Highway (17-S)
 ORDINANCE VIOLATED solid waste
 NOTES owner returned form - demo complete need to bill out
 talked to owner and sent co-op form for demo
 file started February 2015, given to me 2016, notices and communication have led to final notice of demolition 5/3/2018
 DISPOSITION demo contract complete
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1128 Belvidere Rd.
 ORDINANCE VIOLATED solid waste
 NOTES 6-12-18 call from Ms. Lane - Will remove themselves within 12 months.
 trying to coordnate demo of two at once to save \$
 old tenant house declared solid waste / offered to demolish if coop 5-
 10-18
 DISPOSITION demo under way DIY
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 195 Puddin Ridge Rd.
 ORDINANCE VIOLATED ??
 NOTES no violation found
 call about snakes and weeds and debris
 DISPOSITION no violations
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS HI Lot 7875-28-8939
 ORDINANCE VIOLATED
 NOTES letter to owner
 Trash boats complaint
 DISPOSITION researching
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 196 Stevenson Dr.
 ORDINANCE VIOLATED
 NOTES no violations - send letter
 anony complaint r/e very tall weeds and snakes
 DISPOSITION checking
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 136 Oak Ridge CT.
 ORDINANCE VIOLATED
 NOTES complaint about weeds and snakes
 DISPOSITION need to pic, letter and file
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 143 Bagley Swamp Rd.
ORDINANCE VIOLATED Solid Waste & ? Vehicles
NOTES Complaint about garbage all over front yard. Pics of personal property and some bagged solid waste with some spillage. Pics in file.
DISPOSITION need to check for update
DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 565 Weight Station Road
ORDINANCE VIOLATED ??
NOTES 3/7/18 met with Mr. Whidbee / shared Google Earth photos as requested by his lawyer
met with Mr. Whidbee 1/11/18 and shared info and referred to legal process.
Property infringement / trespass does exist / not a local ord. / refer to legal
DISPOSITION referred - file held open for reference
DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1612 Center Hill Highway
ORDINANCE VIOLATED AMH
NOTES 1/22/18 AMH completely gone. Pics to follow.
investigation & hearsay has a new personal relation instigating an overall clean up including the amh.
After visit to property, witnessed clean up underway in November 2017 cataloged 5/11/17 as "AMH 2017-5-8"
DISPOSITION clean up complete
DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1034 Snug Harbor Rd.
ORDINANCE VIOLATED
NOTES yard maintenance ongoing. Ssome items and debris leaving slowly.
transferred from cea 2015-11-9
DISPOSITION family keeping grass cut and cleaning slowly
DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 132 Albemarle Rd.
 ORDINANCE VIOLATED AMH
 NOTES needs to be processed as solid waste - no contacts - due dilligance first try contact with owners again. Then inspect for condemn or solid waste or danger
 refered from cea 2015-10-10
 DISPOSITION pre amh letter / refered from cea 2015-10-10
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 313 Snug Harbor
 ORDINANCE VIOLATED 50 & 53
 NOTES demo and cleanup by Proctor 7-25-18
 bought at auction, new nowners say intend to demolish and clean
 9/25/17 Wayne Ward will try to put me in touch with someone who, susposedly, has approval to demolish.
 inquirey about status - need to research again and send letters to confirm deceased
 3/27/17 pics updated research heirs etc.
 still no contact- cars tagged
 6/20/16 Wayne Ward said- goto PenderRd. OOn Snug Harbor rd. turn left & 2nd on left is Fred McDonald who cuts grass for Alexander -
 6/14/16 condemned / not yet posted
 weather damage worsening / becoming dilapidated
 moved house, neglected, becoming solid waste & 2 abandoned vehicles. Looking 1/26/16, for contact info. Pics on file. Continue observation.
 DISPOSITION REFERED from cea 2016-1-2
 cleaned up & demolished
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1592 Ocean Highway - 17 S

ORDINANCE VIOLATED 50

NOTES
demo complete
6/15/18 demo underway
contract ready - waiting management approval
prepare contract for demolition
May 14 hearing with NO new input and no-shows. 5/23/18 hearing filed
May 4, 2018 sent notice of hearing r/e Ss158A-368
3/27/17 update pics
m/h demolished down to floor
slow progress by William Bowser 4/28/16
4/6/16 clean up work underway
watching
declared waste - dangerous / seeking demo contractor
Deeded to Georgia & William Bowser - RRR letter sent 4/5/2016
Additional mobile home discovered behind 1592 (17-S) map shows as 1594 under same ownership.
3/15/16 met with motel maintenance man who said Mr. Bowser told him to remove all he could and property in process of sale.
condemnation underway and prop for sale
estate name on tax / find responsible party and condemn. goto 715 Snug Harbor Rd. to see owners. Be sure to check LEGAL and statutes.

DISPOSITION REFERED from cea 2016-1-3
demo complete

DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 958 New Hope Rd.

ORDINANCE VIOLATED

NOTES
burn complete check for clean up
burn approved and waiting
3/7/18 called fire chief, who said he would follow up
emailed chief but did not connect
2/18 owner responded by phone - said wanted to burn
2/1/18 first class 30 day letter sent
schedule update pics and progress
storage under construction with permit/ demo to follow

DISPOSITION REFERED from cea 2016-1-9
burn complete

DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS next to 826 Snug Harbor Rd.
 ORDINANCE VIOLATED solid waste
 NOTES 6-21-18 called Forbes Realty, who called Mr. Byrum, who called me-
 and said he will clean the yard and structure is strong so he will board
 up and secure.
 letter sent 2/22/16 / no response 3-15-16 but for sale sign in front
 yard - Forbes Realty 252-426-1380
 delapidated house
 DISPOSITION watching
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1136 Belvidere Rd.
 ORDINANCE VIOLATED
 NOTES 6-21-18 Changed plans- he says intends to contract for a new home
 which will include removal of the old one. Check for confirmation in
 August 2018.
 5/21/18- would like to hold til he can see contents in July. Says he will
 sign release anyway - logistics in my agenda, subject to Virgil's approval
 4/30/18 visual of value depleted, declared solid waste and notified of
 demo intent sent
 9/18/17 vegetation receding, exposing conditions
 7/25/17 observed roof caving in - question tax r/e reval
 investigate further-pay attention to roof condition
 update pics
 dilapidated / tax val = 25000 investigate further
 DISPOSITION Hold for August.
 REFERED from cea 2016-6-1
 DISPOSITION DATE 7/25/2018

SUBJ-ADDRESS 1546 Ocean Highway (17-N)

ORDINANCE VIOLATED

NOTES
 DIY demolish has structure on ground and much hauled away
 refered from cea 2016-11-4
 6/11/18 - VP talked to person on site, who is cleaning and moving
 large truck added 6/1/18
 demo warning and vehicle tow after May 28, 2018. pick up and small
 school bus added to property
 send RRR final notice & email 4/9/2018
 9/25/17 no improvement
 seeking storm assistance - no word yet
 phone 1-23-17 with Ms. Mankin - sent additional assistance info via
 email - new owner is trying to improve situation
 address change - daughter - POAc/o deed changed 2016
 call from Ms. Mankin-seeking help to clean up - letter sent
 letters sent 12/1/16
 hurricane damage reduced d/w to solid waste
 Wendell ref. cea15-10-4, 15-11-3, 16-2-9, 16-8-5, 16-11-4

DISPOSITION watching and documenting

DISPOSITION DATE 7/25/2018

PERQUIMANS COUNTY
OFFICIAL REPORT

Board of Commissioners:
Finance Officer:

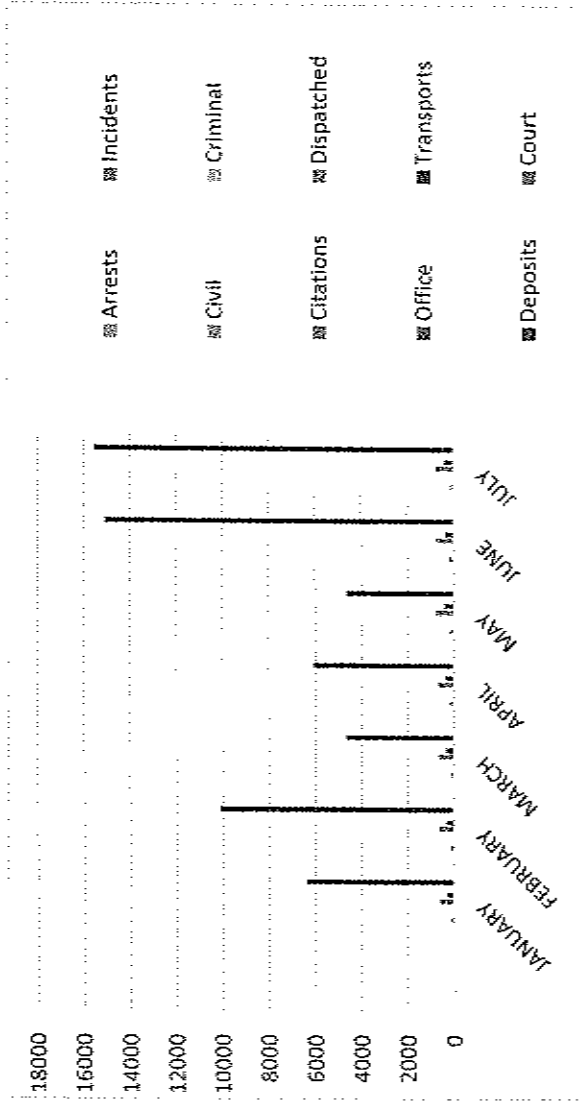
Date July 31, 2018

I wish to report that during the month July 2018 I received the following funds which were duly deposited in the County's depository on the dates and in the amounts as shown:

DATE	BUILDING PERMITS #	ELECTRICAL PERMITS #	PLUMBING PERMITS #	INSULATION PERMITS #	MECHANICAL PERMITS #	MOBILE HOME #	STATE TAX	MISC	TOTAL DEPOSITED
7/1/2018									\$0
7/2/2018									\$0
7/3/2018									\$0
7/4/2018									\$0
7/5/2018									\$0
7/6/2018									\$0
7/7/2018									\$0
7/8/2018									\$0
7/9/2018	\$1,595	2	\$200	5	\$50	1			\$1,845
7/10/2018									\$0
7/11/2018	\$854	1	\$30	1	\$165	3	\$10		\$1,109
7/12/2018									\$0
7/13/2018									\$0
7/14/2018									\$0
7/15/2018									\$0
7/16/2018	\$50	1	\$823	2					\$873
7/17/2018									\$0
7/18/2018	\$246	1	\$30	1	\$270	5	\$150	1	\$696
7/19/2018	\$384	1	\$30	1	\$30	1			\$494
7/20/2018	\$100	2							\$395
7/21/2018									\$0
7/22/2018									\$0
7/23/2018									\$0
7/24/2018	\$330	2	\$50	1	\$55	1			\$515
7/25/2018									\$0
7/26/2018			\$60	1	\$105	2			\$205
7/27/2018									\$0
7/28/2018									\$0
7/29/2018									\$0
7/30/2018	\$414	4							\$414
7/31/2018									\$0
TOTAL	\$3,973	14	\$1,223	12	\$625	12	\$10	\$0	\$6,546

Signed:  Building Inspector

Perquimans County Sheriff's Office - July 2018 Activity Report										
	Arrests	Incidents	Civil		Criminal Citations	Dispatched Calls	Office Calls	Transports Out Co.	Deposits	Court Days
			Papers	Papers						
JANUARY	18	30	111	24	5	631	316	3	\$6,366.54	9
FEBRUARY	25	31	175	24	11	658	329	3	\$10,117.28	8
MARCH	18	22	120	16	11	671	336	0	\$4,635.50	7
APRIL	28	28	169	29	23	657	329	3	\$6,052.65	6
MAY	26	46	157	31	14	756	378	2	\$4,616.78	10
JUNE	28	37	191	18	13	742	371	4	\$15,095.00	6
JULY	19	26	138	13	17	762	381	5	\$15,550.20	9



COMMITTEE REPORTS